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**EXECUTIVE COMMITTEE**

West Bend, WI  
Government Center - Room 2024

February 4, 2010  
1:00 p.m.

Present: Charlene Brady, Mark McCune, Daniel Stoffel, and Herbert Tennes. Excused: John Stern.

Also present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, County Clerk Brenda Jaszewski, Finance Director Susan Haag, Sheriff Dale Schmidt, Supervisor Joseph Gonnering, Supervisor Paul Ustruck, and Administrative Assistant Linda Doro.

Chairperson Tennes called the meeting to order at 1:00 p.m. and read the affidavit of posting.

**REPORT AND ACTION ON ECONOMIC DEVELOPMENT ITEMS**

Highlights from ED/WC Annual Meeting

*Appearance: Christian Tscheschlok, Executive Director*

Mr. Tscheschlok presented the Economic Development-Washington County 2009 Year in Review and 2010 and Beyond report.

Requested Resolution for CDBG-ED Training Grant for Pouch Converting Technologies, Inc.

A resolution authorizing the application of Community Development Block Grant (CDBG) funds to be passed through to Pouch Converting Technologies, Inc. for training was distributed and reviewed. Mr. Tscheschlok explained that Pouch Converting Technologies will be adding equipment and employees and this grant will provide funds for training current and new employees on new and existing equipment.

Ms. Nass reported the Finance Committee amended this resolution on Line 28; the word "additional" was removed. Moved by Mr. McCune, seconded by Mr. Stoffel to approve the resolution for the CDBG grant for Economic Development - Pouch Converting Technologies, Inc., and forward to the County Board. Motion carried.

Requested Resolution - Citizen Participation Plan for CDBG Business Loans and Grants

A resolution to adopt a Citizen Participation Plan for CDBG Business Loans and Grants that would encourage citizen participation and input, provide citizens reasonable and timely access to local meetings, provide technical assistance, provide for public hearings and provide for a complaint procedure was presented. Moved by Mr. Stoffel, seconded by Ms. Brady to approve the resolution for the Citizen Participation Plan for CDBG Business Loans and Grants, and forward to the County Board. Motion carried.

**RESOLUTION - OPPOSITION TO INCLUDING WASHINGTON COUNTY IN THE PROPOSED SOUTHEASTERN REGIONAL TRANSIT AUTHORITY**

Moved by Mr. McCune, seconded by Ms. Brady to approve the resolution that opposes including Washington County in the proposed Southeastern Regional Transit Authority, and forward to the County Board. Motion carried.

**DISCUSSION OF COUNTY BOARD TRANSITIONS INTO NEXT TERM**

Orientation Mailing and Meeting

Ms. Nass discussed the orientation mailing and meeting for new supervisors elected to the Board and the continuance of the county sponsored e-mail system provided for supervisors. Committee consensus was to continue with the current processes.

Approaches for Identifying Supervisor Interests for Committee Appointments

A survey will be mailed to county supervisors requesting them to submit their interests for committee appointments by the County Board Chair.

1 Possible Ordinance Amendments to Change Restrictions on County Supervisor Appointments to Agricultural &  
2 Industrial Society Board and Washington County Historical Society Board

3 Ms. Nass reported the Education and Culture Committee (ECC) provides liaison for the Agricultural and  
4 Industrial Society (AIS) Board and the Historical Society Board (HSB). She is presenting an ordinance  
5 amendment that would have the County Board Chairperson appoint one member of EC and one other Supervisor  
6 to serve on the AIS and HSB instead of the Chairperson appointing two members of the ECC to serve on these  
7 Boards. Moved by Mr. McCune, seconded by Mr. Stoffel to approve an ordinance amendment to 2.20(4) (a) & (b)  
8 of the code relating to Education & Culture - County Supervisor appointments to the AIS and HSB, and forward  
9 to the County Board. Motion carried.

10  
11 **ORDINANCE TO AMEND THE CODE RELATING TO ELECTION OF COMMITTEE MEMBERS AT**  
12 **ORGANIZATIONAL MEETING**

13 Ms. Nass and the Committee discussed and streamlined the election process for the Transportation Committee  
14 members at the organizational meeting. Moved by Mr. Stoffel, seconded by Mr. Brady to approve an ordinance  
15 amendment to 2.06(17) of the code relating to Procedural Rules of the County Board as discussed, and forward to  
16 the County Board. Motion carried.

17  
18 **REQUEST FOR 2009 TRANSFERS AND NON-LAPSING FUNDS - COUNTY ATTORNEY**

19 Moved by Mr. McCune, seconded by Ms. Brady to approve non-lapsing \$12,427 of the 2009 American Recovery  
20 and Reinvestment Act (AARA) Stimulus funds in the County Attorney budget to 2010. Motion carried.

21  
22 Moved by Ms. Brady, seconded by Mr. Stoffel to approve the transfer of \$3,000 from the 2009 County Attorney  
23 Health Insurance account to the 2009 Child Support Agency Health Insurance account, which is over budget.  
24 Motion carried.

25  
26 Moved by Mr. McCune, seconded by Ms. Brady to approve non-lapsing \$4,000 of the 2009 Legal Expense  
27 account and \$4,000 of the 2009 Outside Counsel account in the County Attorney budget to 2010  
28 Motion carried.

29  
30 **REPORT ON 2010-12 OPERATING PLAN SURVEY RESPONSES FROM DEPARTMENTS**

31 Mr. Johnson distributed a summary of responses from the department surveys for the county operational planning  
32 materials for 2010-2012 and presented his initial observations about the themes raised by the department heads.  
33 The Committee reviewed the responses and provided some additional recommendations they would like  
34 incorporated in the plan.

35  
36 **DISCUSSION OF DRIVEWAY CHANGES TO COURTHOUSE EAST PARKING LOT AND**  
37 **GUIDANCE TO ADMINISTRATIVE SERVICES COMMITTEE FOR FINAL PLANNING AND**  
38 **IMPLEMENTATION**

39 The Executive Committee and Staff discussed driveway changes to the Courthouse east parking lot and directed  
40 the Administrative Coordinator to forward their suggestions to the Administrative Services Committee for final  
41 planning and implementation.

42  
43 **REPORTS FROM CHAIRPERSON, ADMINISTRATIVE COORDINATOR, COUNTY ATTORNEY**

44 Chairperson Tennes reported he is attending the National Association of Counties Legislative conference March  
45 6-10, 2010, in Washington, D.C.

46  
47 **NEXT MEETING DATE**

48 The Executive Committee will tentatively meet on March 23, 2010, at 9:00 a.m.

49  
50 **ADJOURNMENT**

51 Moved by Mr. McCune, seconded by Mr. Stoffel to adjourn the meeting at 3:10 p.m. Motion carried.