

1 **WASHINGTON COUNTY EXECUTIVE COMMITTEE**

2
3 Courthouse - Government Center
4 West Bend, WI

June 28, 2011
9:00 a.m.

5
6 Present: Herbert Tennes, Mark McCune, William Meyers, John Stern, and Daniel Stoffel.

7
8 Also present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, County Clerk
9 Brenda Jaszewski, Economic Development Executive Director Christian Tscheschlok, Economic
10 Development Business Development Specialist Becky Capelle, Finance Director Susan Haag, Deputy
11 Finance Director Paul Labonte, Human Resources Director Peter German, Human Resources Employee
12 Benefits Manager Michelle Hoey, Information Systems Network Manager Dawn Sericati, Information
13 Systems Manager Mike McGinnis, Register of Deeds Sharon Martin, Planning and Parks Department
14 Administrator Paul Mueller, Treasurer Janice Gettelman, Supervisors Michael Bassill, Richard Bertram,
15 Joseph Gonnering, Ralph Hensel, Dennis Myers, Gerald Schulz, Samaritan Campus Administrator Ed
16 Somers, Sheriff Dale Schmidt, and Administrative Assistant Linda Doro.

17
18 Chairperson Tennes called the Executive Committee meeting to order at 9:00 a.m. and read the Affidavit
19 of Posting.

20
21 **MINUTES**

22 Moved by Mr. Stoffel, seconded by Mr. Stern to approve the May 24, 2011, meeting minutes as
23 presented. Motion carried.

24
25 **WORKING SESSION ON 2012-2017 CAPITAL IMPROVEMENT PROGRAM (CIP), DRAFT 2**
26 **Appearances on Selected Projects**

27 Building for Evidence Storage and Special Use Vehicles - *Appearance: Sheriff Dale Schmidt*
28 Sheriff Schmidt is requesting \$610,000 in 2012 to construct a 9,500 square foot building for evidence
29 storage and special use vehicles, and an outside impound area for 30 vehicles that will be surrounded by a
30 security fence. There is \$260,000 available from 2010 Radio Project funds to apply toward this project
31 that is estimated to cost approximately \$870,000.

32
33 Senior Apartments - *Appearance: Samaritan Campus Administrator*
34 Mr. Somers is proposing \$9 million in 2014 to construct a 60-unit Senior Independent/ Limited Service
35 Apartment. The project would be self funded through an enterprise fund, and no sales tax would be
36 required. The building would serve primarily low to moderate income individuals. This request is
37 contingent upon the feasibility study findings being presented to the Samaritan Committee, and the
38 Committee's approval, at their July 2011 meeting.

39
40 Information Systems Infrastructure - *Appearance: Finance Director Susan Haag, Information Systems*
41 *Director Mike McGinnis, Network Manager Dawn Sericati*
42 Ms. Haag, Mr. McGinnis, and Ms. Sericati presented the following proposed IS CIP projects for 2012
43 through 2015: \$325,000 for Infrastructure Phase I in 2013, \$275,000 for Infrastructure Phase II in 2014,
44 and \$275,000 for Property Tax System Upgrade in 2015. The 2012 funds for the Citrix project were
45 advanced in 2011, so there is no request for 2012. The infrastructure was last upgraded when the County
46 went to VoIP approximately seven years ago and it is now time to upgrade switches, the core, and routers.

47
48 Impact Revolving Loan Fund - *Appearance: Economic Development Executive Director Christian*
49 *Tscheschlok*

50 Mr. Tscheschlok is requesting \$1 million in 2012, with subsequent commitments for \$500,000 annually in
51 2013 and 2014 as part of a pilot effort. These funds would be primarily partnered with existing private
52 lenders to structure appropriate yet aggressive financing assistance for existing business investment and

1 high quality job creation in the County. The funds may also be used for relocation and attraction
2 opportunities.

3
4 **Review and Discussion on Summary**

5 Mr. Johnson presented Draft 2 of the 2012-2017 Capital Improvement Program. Mr. Johnson reviewed
6 the financial guidelines for the Capital Improvement Program (CIP) and stated the Finance Committee
7 authorized a per year average of not more than \$3,500,000. As of December 31, 2010, there was
8 approximately \$2,153,000 of undesignated prior-year sales tax funds. Mr. Johnson will present a
9 recommendation to the Finance Committee to revise the guidelines and approve the use of \$2,000,000 of
10 the undesignated prior-year funds, plus the \$3,500,000 average per year and use these funds for debt
11 reduction and economic development.

12
13 **Committee Direction for Preparation of Final Draft**

14 Mr. Johnson will prepare Draft 3 that includes economic development and debt reduction for the next
15 Executive Committee meeting.

16
17 **OUTSOURCING OF COUNTY OPERATED SERVICES**

18 The Executive Committee was presented a report on outsourcing services that are currently being
19 practiced by county departments. Chairperson Tennes and Administrative Coordinator Johnson will
20 meet with department heads to discuss outsourcing opportunities and bring them to the next Executive
21 Committee.

22
23 **ADMINISTRATIVE COORDINATOR, CHAIRPERSON AND COUNTY ATTORNEY**
24 **REPORTS**

25 **Status of WRS Contributions, Refunds, and Amended State Laws**

26 Mr. Johnson reported Washington County employees will be reimbursed for the WRS contributions
27 deducted from their paychecks April through June starting with the June 23 and June 30 payroll checks.
28 Mr. Johnson reported the Department of Administration Secretary will set a specific date for the
29 implementation of the new WRS deductions. Law enforcement and fire fighters are still exempt from the
30 WRS contribution requirement. Also, as a result of changes to Act 10 made by Act 32, current police and
31 fire chiefs and other non-represented public safety supervisors whose departments are unionized are
32 exempt from the WRS contribution requirement to the same extent that their unionized departments are.
33 However, newly hired supervisors whose departments are unionized will have to pay the WRS
34 contribution.

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36 **Revisions to Record Retention/Destruction Schedule**

37 No report.

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39 **NEXT TENTATIVE MEETING DATES**

40 The Executive Committee will tentatively meet on Tuesday, July 19, and August 23, 2011, at 9:00 a.m.

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42 **ADJOURNMENT**

43 Moved by Mr. Stoffel, seconded by Mr. Stern to adjourn the meeting at 11:24 a.m. Motion carried.

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46
47 Brenda J. Jaszewski, County Clerk