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**WASHINGTON COUNTY
ADMINISTRATIVE SERVICES COMMITTEE**

Courthouse - Government Center
West Bend, WI

October 6, 2011
1:00 p.m.

Present: James Core, Raymond Heidtke, Roy Justman, Michael Miller, and Peter Sorce.

Also Present: Administrative Coordinator Doug Johnson, Chairperson Herbert Tennes, Human Resources Analyst Sandy Weiland, Human Resources Director Peter German, Human Resources Employee Benefits Manager Michelle Hoey, Assistant Finance Director Rich Abbott, Planning and Parks Department Administrator Paul Mueller, Purchasing Agent Bill Kurer, Captain Steven Gonwa, Supervisor Dennis Myers, and Administrative Assistant Linda Doro.

Vice-Chairperson Core called the meeting to order at 1:00 p.m. and read the Affidavit of Posting.

CLOSED SESSION

Moved by Mr. Justman, seconded by Mr. Sorce to convene into closed session at 1:01 p.m. pursuant to Wis. Stats. §19.85(1) (e) deliberating or negotiating other specified public business whenever competitive or bargaining reasons require a closed session, specifically, "to consider competitive proposals to administer employee health care benefits to include health, dental, and prescription drug management and to discuss the Deputy Sheriff contract and to formulate bargaining strategies for future collective bargaining agreements." Motion carried unanimously by roll call vote.

OPEN SESSION

Moved by Mr. Sorce, seconded by Mr. Heidtke to return to open session at 1:52 p.m. Motion carried unanimously by roll call vote.

POSSIBLE ACTION ON RECOMMENDATION OF ADMINISTRATORS/INSURERS FOR THE WASHINGTON COUNTY MEDICAL PLAN, THE DENTAL PLAN, AND THE PRESCRIPTION DRUG MANAGEMENT AND THE DEPUTY SHERIFF COLLECTIVE BARGAINING AGREEMENT

Moved by Mr. Justman, seconded by Mr. Heidtke to enter into a contract with Auxiant- HPS - Triology as a third party administrator of medical and prescription drug services for the next three years, enter into a contract with Serve You, as the pharmacy benefit manager, with the elimination of the CVS Pharmacies and education and outreach to members for an additional discount, and enter into a contract with Delta Dental, as the administrator of the voluntary dental program, with the evidence-based integrated care inclusion in that plan, effective January 1, 2012. Motion carried with Mr. Sorce voting no.

Moved by Mr. Sorce, seconded by Mr. Justman to approve the Deputy Sheriff contract as discussed in closed session. Motion carried.

HUMAN RESOURCES DIRECTOR'S UPDATE

Commendations

No commendations.

Employee Relations Activities

No report.

1 **NEXT MEETING DATE**

2 The Administrative Services Committee will tentatively meet on Thursday, October 27, 2011, at
3 9:00 a.m. and Tuesday, November 15, 2011, at 9:00 a.m.

4
5 The meeting recessed at 2:01 p.m. and reconvened at 2:09 p.m.

6
7 **RECOMMEND ORDINANCE CHANGES RELATED TO WISCONSIN CONCEALED**
8 **CARRY LAW ON COUNTY PROPERTY**

9 Mr. Johnson presented an ordinance creating Section 4.41 of the County code to prohibit
10 carrying weapons within County owned or leased buildings consistent with the grant of authority
11 pursuant to 943.13(1m)(b) and (c), Wis. Stats. This ordinance is not intended to supersede
12 applicable state or federal laws. Appropriate signage shall be prominently displayed at the
13 entrances of all county owned or leased buildings. Per the County Attorney, the Committee
14 should also consider adopting a policy for its employees, which would prohibit them from
15 carrying weapons during the course of employment, except for law enforcement. The
16 Committee may also want to adopt a policy which would prohibit weapons in County vehicles or
17 personal employee vehicles used to conduct County business, again except for law enforcement.
18 Moved by Mr. Miller, seconded by Mr. Sorce to approve an ordinance that would prohibit
19 carrying weapons within County owned or leased buildings consistent with the grant of authority
20 pursuant to 943.13(1m)(b) and (c), Wis. Stats., and forward to the County Board.

21
22 **APPROVE FINAL COST FOR ROOM 2024 SOUND SYSTEM**

23 Mr. Johnson presented the final cost of the sound system for Room 2024, which included the
24 addition of a fourth microphone and four microphone extension cables. Moved by Mr. Justman,
25 seconded by Mr. Sorce to approve the sound system in Room 2024, at a final cost of \$1,429.
26 Motion carried.

27
28 **FUTURE AGENDA ITEMS**

29 None.

30
31 **FINAL CONSIDERATION AND ACTION ON LAWN MAINTENANCE AND**
32 **SNOW/ICE REMOVAL BID**

33 *Appearance: Aron Rodman, Extra Mile Landscape*

34 Mr. Kurer presented three cost scenarios applying previous snowfall statistics to the cost
35 estimates provided by the low bidder Extra Mile Landscape. Mr. Rodman introduced himself,
36 provided background on his company and discussed his interest in providing lawn care and snow
37 removal/ice removal for Washington County. The Committee compared costs from the Extra
38 Mile Landscape bid, which is based on per snowfall occurrence versus the fixed amount
39 provided by the Planning and Parks Department. Moved by Mr. Sorce, seconded by Mr. Miller
40 to retain the Planning and Parks Department for lawn maintenance and snow and ice removal at
41 Fair Park. Motion carried.

42
43 **ADJOURNMENT**

44 Moved by Mr. Sorce, seconded by Mr. Heidtke to adjourn the meeting at 3:30 p.m. Motion
45 carried.