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**WASHINGTON COUNTY  
EXECUTIVE COMMITTEE**

Courthouse-Government Center  
West Bend, WI

December 6, 2011  
9:00 a.m.

Present: Herbert Tennies, Mark McCune, William Meyers, John Stern, and Daniel Stoffel.

Also present: Administrative Coordinator Doug Johnson, County Attorney Kim Nass, County Clerk Brenda Jaszewski, Deputy Finance Director Paul Labonte, Register of Deeds Sharon Martin, Supervisor Michael Bassill, Supervisor Ralph Hensel, and County Clerk Administrative Assistant Linda Doro.

Chairperson Tennies called the meeting to order at 9:00 a.m. and read the affidavit of posting.

**MINUTES**

Moved by Mr. Stern, seconded by Mr. Stoffel to approve the minutes of November 1, 2011, as presented. Motion carried.

**REPORT ON REVOLVING LOAN FUND, CURRENT STATUS AND PAST RESULTS**

*Appearance: Economic Development-Washington County Executive Director Christian Tscheschlok, Business Development Specialist Becky Capelle, and Revolving Loan Fund Chairperson Pat Thomey*  
Mr. Tscheschlok and Mr. Thomey provided an update on the Revolving Loan Fund (RLF) program. From March 2007 to the present, the impact of the RLF program was 13 loans, 90 jobs created, \$1,178,899 in gap funding, and \$9,445,500 leveraged. Currently, there are 10 RLF active loans, and three active Community Development Block Grant (CDBG) State loans in the RLF portfolio totaling \$1,178,899. Within the last six months, there have been 22 inquires made to the RLF program. Moved by Mr. Stern, seconded Mr. Tennies to accept the report. Motion carried with Mr. Meyers voting no.

**PROPOSED SERVICE AGREEMENTS AND PROGRAM MANUALS FOR REVOLVING LOAN FUNDS (RLF), CURRENT AND NEW IMPACT RLF**

*Appearance: Economic Development-Washington County Executive Director Christian Tscheschlok*  
Mr. Tscheschlok reviewed the changes to the RLF Administrative Services agreement, Impact RLF Administrative Services Agreement, and manuals. Moved by Mr. Meyers, seconded by Mr. Stern to table action on the proposed service agreements and program policies, refer them back to the County Attorney for review, and bring back for consideration at the next Executive Committee meeting. Motion carried.

**CLOSED SESSION**

*Appearance: Economic Development-Washington County Executive Director Christian Tscheschlok*  
Mr. Tscheschlok requested additional time to gather information regarding the issue to be discussed in closed session and requested the closed session be postponed.

**OUTSOURCING OPPORTUNITIES FOR COUNTY OPERATED SERVICES**

Health Department

*Appearance: Health Department Director Linda Walter*

Ms. Walters provided an overview of current Health Department services, and services that have been eliminated, modified, and outsourced.

Aging & Disability Resource Center

*Appearance: Aging & Disability Resource Center (ADRC) Director Linda Olson*

1 Ms. Olson presented an overview of services currently being outsourcing by the ADRC.

2  
3 Other Updates from Departments with Current Initiatives

4 A report listing the current services outsourced by the Medical Examiner's office was distributed.

5  
6 Next Department for December Meeting

7 The Information Systems division, Human Resources department, and Medical Examiner office will  
8 discuss potential outsourcing opportunities at the January Executive Committee meeting.

9  
10 **REPORT ON CONCEALED CARRY POSTING, PROPOSED ORDINANCE AND**  
11 **AMENDMENTS**

12 Ms. Nass reported on the amendments to 2011 Ordinance 15 that were approved by the Administrative  
13 Services Committee. Moved by Mr. McCune, seconded by Mr. Meyers to not accept the report.  
14 Motion carried with Mr. Tennes voting no.

15  
16 **CONSIDER OBSERVANCE OF COURTHOUSE 50<sup>TH</sup> ANNIVERSARY IN 2012**

17 Mr. Tennes discussed observing the 50<sup>th</sup> anniversary of the Courthouse in 2012. Chairperson Tennes  
18 will contact the Historical Society to inquire if they would be interested in sponsoring this event.

19  
20 **CONSIDER SCHEDULING AN EVENING BOARD MEETING ANOTHER MONTH IN 2012**

21 Chairperson Tennes discussed hosting evening County Board meetings and will continue to consider  
22 this option for sometime in 2012.

23  
24 **REPORTS FROM CHAIRPERSON AND ADMINISTRATIVE COORDINATOR**

25 2011 Act 75 (Fall Primary Date Moved Up to August) and Timing of Setting Salaries for Elected  
26 Department Heads

27 Mr. Johnson reported the issue of setting the salaries for the Elected Department Heads will need to be  
28 considered by the County Board in March because the Fall primary date has been moved up to August  
29 and nomination papers will be available on April 15, 2012.

30  
31 Status of New Pay Plan Study and Charlie Carlson Appearance at the January County Board

32 Mr. Johnson reported Consultant Charlie Carlson will present reports on the new pay plan study to the  
33 County Board in January and March, 2012.

34  
35 **NEXT MEETING DATE**

36 The next Executive Committee meeting is tentatively scheduled for Tuesday, January 17, 2012, at 8:30  
37 a.m. and Monday, January 30, 2012, at 8:30 a.m.

38  
39 Supervisor Meyers made a motion to review the County Board Chairperson duties as stated in the  
40 County Code (§2.03, 2.41(1), 2.53). Chairperson Tennes ruled the motion out of order stating this issue  
41 has been discussed by the Executive Committee.

42  
43 **ADJOURNMENT**

44 Moved by Mr. Stern, seconded by Mr. McCune to adjourn the meeting at 11:16 a.m. Motion carried.