

The Administrative Committee met in Room A-200 of the Administration Center.

Present: Supervisors Cronce, Dohrwardt, Barrow, Stern and Becker. Staff: Assistant County Administrator Dzwinel, Captain Guss, Finance Director Lamb, Technology Resource Director Buhler and County Clerk Winkelhorst.

Others Present: County Board Chairperson Brooks and Attorney Ron Stadler-Stadler, Centofanti & Phillips SC

Call to Order/Proper Notice/Adoption of Agenda: Meeting called to order by Chairperson Cronce at 8:00 A.M. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Barrow, seconded by Supervisor Stern to adopt the agenda as presented. All members present voting aye. Motion carried. (5-0).

Public Comments/Correspondence/Communications: There was nothing at this time.

Approve Minutes from December 28, 2007 Meeting: Motion made by Supervisor Barrow, seconded by Supervisor Becker to approve the December 28, 2007 minutes as mailed. All members present voting aye. Motion carried. (5-0).

Approve 2008 Radio Services General Communications Contract: Motion made by Supervisor Barrow, seconded by Supervisor Becker to deny approval of the Radio Services General Communications Contract for 2008. Supervisor Becker stated that we would lose the 100 hours that are carried over from last year if we don't sign the contract. Supervisor Barrow would like to look at this quarterly to push for a replacement for Mr. Willborn's position. Mr. Buhler has not been able to do the job description as of yet. Mr. Buhler stated that the \$50,000 will be paid quarterly over the year but he can adjust the hours. Discussion on the amount of hours and the understaffing in the department. Mr. Buhler will include as part of his monthly report the progress that is being made. Supervisor Barrow withdrew his motion. Supervisor Becker agreed.

Motion made by Supervisor Becker, seconded by Supervisor Dohrwardt to approve the Radio Services General Communications Contract for 2008. All members present voting aye, noting Supervisor Barrow's reservation in approving this contract. Motion carried. (5-0)

8:19 AM Benefits Manager Klumb joined the meeting.

Approve Increased Annual work Hours for Assistant Director: Motion made by Supervisor Dohrwardt, seconded by Supervisor Stern to approve the increase in annual work hours from 37.5 to 40 hours per week for the Technology Resource Assistant Director. Discussion on the level of pay that the Assistant Director is currently in vs. the work needed. This agreement was made to allocate the Assistant Director to 80% law enforcement applications and 20% administration in the Technology Resource Department. The vote was then taken on the motion to approve. All members present voting aye. Motion carried. (5-0)

Technology Resources Hardware/Software purchase/Disposal & Project Status: Mr. Buhler reviewed the new equipment purchases. Mr. Buhler reported on the relocations in the Ad-

ministration and Aging & Disability Resource areas, the Radio System upgrade and the Lasata elevators.

Motion made by Supervisor Barrow, seconded by Supervisor Dohrwardt to enter into closed session pursuant to section 19.85 (1) (e) and (g) of the Wisconsin State Statues. Roll call vote was taken. All members present voting aye. Motion carried. (5-0)

Closed Session Pursuant to Section 19.85 (1) (e) and (g) of the Wisconsin State Statues: Review of County's Preliminary Offer – Sheriff's Union Contract: 8:30 AM enter into closed session. Present: Cronce, Dohrwardt, Barrow, Becker, Stern, Brooks, Dzwinel, Guss, Klumb, Winkelhorst and Stadler.

9:15 AM – Captain Guss and Ron Stadler excused.

Discussion – Lasata Interest Arbitration: Attorney John Prentiss-Petrie & Stocking now in attendance.

Motion made by Supervisor Barrow, seconded by Supervisor Becker to enter into open session. Roll call vote taken. All members present voting aye. Motion carried. (5-0)

9:36 AM Break.

9:43 AM Reconvene

Open Session – Approval of County's Preliminary Offer – Sheriff's Union Contract: Present: Cronce, Dohrwardt, Barrow, Becker, Stern, Dzwinel, Klumb, Winkelhorst, Health & Human Services Director Haupt, Captain Guss, Assistant Corporation Counsel Gorden, Finance Director Lamb, Economic Development Director Schilling, Treasurer Makoutz and PRLM Director Holschbach.

Motion made by Supervisor Barrow, seconded by Supervisor Becker to approve the County's preliminary offer including the employee contribution to the Wisconsin Retirement System (WRS). All members present voting aye. Motion carried. (5-0)

Request to Fill Vacant Positions:

Assistant Corporation Counsel's Office – Child Support Specialist Assistant, Full-time, OPEIU Union Position: Motion made by Supervisor Barrow, seconded by Supervisor Dohrwardt to approve the request to fill the Child Support Specialist Assistant, Full-time, OPEIU Union position with a six month review. All members present voting aye. Motion carried. (5-0)

Planning, Resources & Land Management – Soil & Water Conservationist, Full-time, OPEIU Union Position: Motion made by Supervisor Barrow, seconded by Supervisor Becker to approve the position request if totally paid for by the state. Mr. Holschbach stated that the Department of Agriculture will pay approximately \$159,000 for office staff. The vote was then taken on the motion to approve. All members present voting aye. Motion carried. (5-0)

Human Services – Two Family Care Nursing Positions, Full-time, Union Positions: Motion made by Supervisor Barrow, seconded by Supervisor Becker to approve the request for two

nursing positions if paid for by the state. Mr. Haupt stated that these positions were approved in the budget. Discussion. The vote was then taken on the motion to approve. All members present voting aye. Motion carried. (5-0)

Sheriff's Department-Jailor, Full-time, Union Position: Motion made by Supervisor Barrow, seconded by Supervisor Becker to approve the request for a Jailor, full-time, union position. All members present voting aye. Motion carried. (5-0)

Transfer of Funds – Sheriff: Mr. Lamb explained that this is a recurring operating expenditure for E911 and it appeared late and has not been budgeted for 2008. This is to provide funds for the Sheriff to pay for these bills in the future. Motion made by Supervisor Barrow, seconded by Supervisor Stern to approve the transfer of \$16,500. All members present voting aye. Motion carried. (5-0)

Consideration of a Recommendation to the County Board Regarding a Resolution to Approve a Loan Term Extension for the Custom Wire Technologies, Inc., Revolving Loan Fund Loan: Ms. Schilling explained that Custom Wire Technologies, Inc. is requesting that the RLF loan be extended for an additional seven years through January 1, 2015. Ozaukee Bank has subsequently extended the term on its loan for an additional 22 years. Motion made by Supervisor Becker, seconded by Supervisor Dohrwardt to approve the seven year extension of the RLF loan for Custom Wire Technologies, Inc. All members present voting aye. Motion carried. (5-0)

Review/Approve Report of County Board – Citizen Attendance & Mileage: Motion made by Supervisor Dohrwardt, seconded by Supervisor Barrow to approve the report for County Board – Citizen Attendance & Mileage from July 1, 2007 to December 31, 2007. All members present voting aye. Motion carried. (5-0)

Review/Approve Report of Dog License Reimbursement: Motion made by Supervisor Barrow, seconded by Supervisor Stern to approve the dog license reimbursement. Discussion on the municipalities that did not submit a report. All members present voting aye. Motion carried. (5-0)

Review/Approve Amendment to Policy & Procedure Manual: Section 2:05 County Board of Supervisors & 2.06 General County Policies & Procedures: Motion made by Supervisor Barrow, seconded by Supervisor Becker to approve the amendments to the P & P manual. Chairperson Cronic made a friendly amendment to delete the words “the” and “of” on paragraph d (1). Accepted as a friendly amendment. The vote was then taken on the motion to approve. All members present voting aye. Motion carried. (5-0)

Department Reports:

Human Resource Department Report: Mr. Dzwiniel invited the committee to come to the Human Resource Department to see the changes that have occurred with the reorganization of the staff and their locations.

County Clerk's Report: Ms. Winkelhorst explained the process that she has implemented with the Village of Grafton, City of Cedarburg, City of Mequon and City of Port Washington in the direction of them becoming self-providers for the Statewide Voter Registration System. Ms. Winkelhorst also reported that her office has provided required Election In-

spector training for over 300 Ozaukee County Election Inspectors and has received favorable comments so far.

Treasurer's Report: Ms. Makoutz reported that the Feds had dropped their rate by 3/4 of a percent. Prior to the Feds drop, she invested \$10M in a CD receiving 4.51, APY 4.60, due August 20, 2008 to pay for settlement. The unknown right now is the amount of delinquent and postponed taxpayers we'll have ending January; a report will be provided at the next meeting.

PWSB is 31 points above the pool rates. The total interest on investment earnings for the year was \$1,262,681.58. Ms. Makoutz further reported that the interest rates on the accounts were stable the first half of 2007 and then declined during the second half of the year.

Ms. Makoutz referenced the January 2008 A.G.Edwards report stating that the U.S. economy has moved closer to a recession. The housing market continues to waken, manufacturing is contracting and the unemployment rate has increased. The delinquent taxes in the county are up 21% from last year mostly in part from developers not paying their real estate taxes. Discussion on the housing market in Ozaukee County.

Finance Director's Report: Mr. Lamb reviewed the results of General Fund operations and the projected undesignated General Fund 2008 balance to be \$6,180,370 which is less than 2007. It was expected to go down and is budgeted accordingly. It is still above the 2006 balance and Mr. Lamb stated that the General Fund is healthy. The enterprise fund will show a loss at Lasata and a loss with the golf courses due to depreciation. Mr. Lamb stated that the county overall is in good shape. Chairperson Cronce complimented on the excellent job that was done to come within one point of the budget.

Claims & Wire Transfers Summary Sheet: Motion made by Supervisor Dohrwardt, seconded by Supervisor Barrow to approve the Claims & Wire Transfers in the amount of \$10,849,728.81. All members present voting aye. Motion carried. (5-0)

Conference/Convention & Meeting Attendance Report: Motion made by Supervisor Becker, seconded by Supervisor Stern to approve the conference attendance report submitted by Mr. Lamb. All members present voting aye. Motion carried.

Next Meeting Date: Wednesday, February 6 – 8:45 AM prior to County Board
Friday, February 29 – 8:00 AM

Adjournment: Motion made by Supervisor Stern, seconded by Supervisor Becker to adjourn. All members present voting aye. Motion carried. (5-0)

Meeting adjourned at 10:57 AM

Julianne B. Winkelhorst, County Clerk