

Port Washington, Wisconsin
December 18, 2009

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

Present: Supervisors Cronce, Becker, Zens, Dean and Schlenvogt (8:05am). Staff: County Administrator Meaux, Technology Resource Director Buhler, Human Resources Director Dzwinel, Finance Director Lamb, and County Clerk Winkelhorst.

Others Present: Supervisor Walerstein

Call to Order/Proper Notice/Adoption of Agenda: Meeting called to order by Chairperson Cronce at 8:03AM. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Becker, seconded by Supervisor Zens to adopt the agenda as revised. All members present voting aye. Motion carried. (4-0).

Public Comments/Correspondence/Communications: Supervisor Dean thanked Mr. Meaux and his staff for their hospitality assistance for the Honor Flight Summit that was held on Friday, December 4.

8:05AM Supervisor Schlenvogt in attendance.

Mr. Meaux reviewed the budget issue regarding the Criminal Justice Collaborating Council. A non lapsing account will be created to keep this a separate entity. The financial accountability will be to the Health and Human Services Committee. This will be brought forth as an action item at the next meeting.

Approve Minutes from the November 20 Meeting: Motion made by Supervisor Becker, seconded by Supervisor Zens to approve November 20 minutes as submitted. All members present voting aye. Motion carried. (5-0).

Chairperson Cronce announced that the committee would not go into closed session as the Association has withdrawn the grievance.

Closed Session – Pursuant to Section 19.82 (1) of the WI State Statutes: Review of Grievance LAW Sheriff's Deputies 2009-35:

Open Session – Decision on Grievance LAW Sheriff's Deputies 2009-35:

8:10AM Gary Achterberg – News Graphic joined the meeting.

Action Items:

Review/Approve WI County Mutual Insurance – 2010 Policy Auto Medical Payments Endorsement: Mr. Lamb and Wisconsin County Mutual Insurance Corporation is recommending that the committee reject the auto medical payments endorsement as it is contrary to their policy. This coverage opens the door to claims for which the County would otherwise have no responsibility.

Motion made by Supervisor Dean, seconded by Supervisor Schlenvogt to reject the auto medical payments endorsement for the 2010 policy year. All members present voting aye. Motion carried. (5-0)

Review/Approve Resolution WCA & NACO Membership: Motion made by Supervisor Zens, seconded by Supervisor Dean to approve the resolution authorizing the payment of Wisconsin Counties Association and the National Association of Counties membership dues.

Supervisor Dean questioned the measurable value in membership with both organizations. Mr. Meaux stated that the County joined NACO 3 or 4 years ago and he feels that both organizations are important to belong to especially with their support for legislative issues that can impact County government.

The vote was then taken on the motion. All members present voting aye. Motion carried. (5-0)

8:15AM Treasurer Makoutz joined the meeting.

Discussion Items:

2009 Three Day Furlough Policy: Mr. Dzwinel stated that there is one person that he is aware of that will need an extension into 2010. He is still working with Lasata. There are a few exceptions but the vast majority have taken their furloughs.

Chairperson Cronce reminded the staff that exceptions need to be brought before the committee for approval.

Discussion on the tracking of the financial aspect and the budget. The intent is to look at the levy savings not just payroll.

Mr. Meaux complimented the employees on their efforts to comply with the policy. The committee echoed those compliments.

Board Broadcasts Policy & Procedure: Mr. Buhler reviewed the process to convert the recording and the costs and time involved in editing.

Supervisor Dean stated that he does not want to spend time or money pursuing this.

Supervisor Walerstein explained that if this was aired on local television people may be interested in pursuing involvement in local government. He brought this to the Mequon Public Welfare Committee, who agreed to put this on their local access channel but that they would only accept it if it was unedited and a trailer was put on to note the date of the meeting. He further stated that this is designed to be informative. He is not in favor of spending money or time to edit.

Supervisor Dean further stated there are public access groups that bring equipment in and tape other public meetings that might provide this service.

Discussion on the minor issues with the system and the behavior that is noted in the video.

Supervisors Becker and Zens stated that they do not support this endeavor as it is neither mandated nor requested by the City of Mequon. All meetings are open to the public for anyone interested.

Discussion on open records and developing a policy and/or procedure to address this issue. Corporation Counsel needs to be consulted on this. Mr. Meaux will set up a meeting with staff to review open records.

Chairperson Cronce would like this on the agenda for discussion on developing a policy and procedure with the goal of making a recommendation to the Executive Committee.

9:09AM Supervisor Walerstein excused.

Department Reports:

County Clerk's Report: Included in the packet. There were no further questions.

Human Resources Report: Included in the packet. There were no further questions.

Technology Resources Hardware/Software Purchase/Disposal & Project Status: Included in the packet. There were no further questions.

Chairperson Cronce requested to move ahead in the agenda. There were no objections.

Conference/Convention & Meeting Attendance Report: Mr. Buhler submitted a conference report for the Wisconsin Digital Government Summit. Motion made by Supervisor Zens, seconded by Supervisor Schlenvogt to approve the conference report. All members present voting aye. Motion carried. (5-0)

Treasurer's Report: Ms. Makoutz reported that all tax bills have been sent out. Cash ending November is down \$3,012,607 from last November, most of the decrease is from the Family

Care funds that were in the account last year. She reviewed the cash balance from previous years.

Interest and penalty revenue is up 15.5% from last year. Interest earnings are down 37% from last year. Sales tax for January – September showed a decrease of 9%.

Delinquent taxes are up 27.2% from last year.

The assessment side of Land Records System has been tested and appears ready to use. She is hoping to implement in the beginning of the second week of January.

Finance Director's Report: Mr. Lamb received notification from the State on preliminary approval of the \$1 million loan.

The golf courses had an exceptional year with revenue.

A budget amendment may be forthcoming in January from the Coroner.

Claims & Wire Transfers Summary Sheet: Motion made by Supervisor Becker, seconded by Supervisor Schlenvogt to approve the Claims & Wire Transfers summary sheet for November in the amount of \$4,519,343.49. All members present voting aye. Motion carried. (5-0)

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

Closed Session Pursuant to Section 19.85 (1)(e) of the WI State Statute for the Purpose of Labor Negotiations Strategy: 9:36AM entered into closed session. Present: Cronce, Becker, Zens, Dean, Schlenvogt, Lamb, Meaux, Dzwinel and Winkelhorst.

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

Open Session: 10:04AM reconvened into open session.

Review/Approve 2010 Tax Levy Savings Resolution: Motion made by Supervisor Becker, seconded by Supervisor Dean to approve the resolution as written and to charge staff with reviewing potential outsourcing and/or restructuring of work tasks currently filled by OPEIU employees. Specific areas that have been identified are support positions in Technology Resources, sanitation inspection personnel in Land and Water Management, clerical and administrative support positions in various departments, maintenance and cleaning positions, nursing staff and Human Service Case Management positions.

Chairperson Cronce further stated that upon approval of the tax levy savings resolution by the County Board on January 6 furloughs for all OPEIU staff that will be affected by the resolution will be implemented immediately on the first Tuesday, the second Wednesday and the third Thursday, three per month for the first quarter of 2010.

The vote was then taken on the motion. All members present voting aye. Motion carried. (5-0)

Next Meeting Date: Special Meeting – Wednesday, January 6 – 8:30AM prior to County Board
Friday, January 22 – 8:00AM

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

Meeting adjourned at 10:09AM.

Julianne B. Winkelhorst, County Clerk