

Waukesha County Board of Supervisors

Minutes of the Executive Committee Monday, February 14, 2022

Chair Decker called the meeting to order at 8:30 a.m.

Present: Supervisors Paul Decker, Jim Heinrich, Dave Swan, Tim Dondlinger, Bill Mitchell, and Dave Zimmermann. **Absent:** Peter Wolff

Also Present: Chief of Staff Sarah Spaeth, Legislative Policy Advisor Alex Ignatowski, Administrative Specialist Mary Pedersen, Parks Manager Steve Brunner, Engineering Services Manager Karen Braun, Senior Landscape Architect Steve Siodlarz, Budget Management Specialist Michelle Beasley, Budget Manager Bill Duckwitz, Senior Financial Analyst Alex Klosterman, Register of Deeds Jim Behrend, and Deputy Register of Deeds Beth Zimmermann.

Approve Minutes of January 17

MOTION: Swan moved, second by Dondlinger to approve the minutes of January 17. Motion carried 6-0.

Next Meeting Date

- March 14
- April 4

Discuss and Consider Ordinance 176-O-110 Modify The 2022-2026 Capital Plan And 2022 Budget For Capital Project 201807, Pewaukee To Brookfield Trail Construction

Brunner and Siodlarz were present to discuss this ordinance which modifies the 2022-2026 Capital Plan and 2022 Capital Project budget to increase expenditure authority by \$290,000 to cover above-budget construction costs for the Pewaukee to Brookfield Trail project (#201807). The ordinance also increases the use of Capital Project Fund balance by \$290,000 to fund these expenditures. The current construction budget is \$1.76 million. The construction administration contract has been awarded (\$95,300), leaving an available construction budget of approximately \$1,664,700. The low bid received for project construction is \$1.954 million which is approximately \$290,000 over the estimated construction budget for this portion of the project. All bids were higher primarily due to increased material and labor costs. The previous budget for this project was \$2.2 million and increased to \$2.49 million with this cost update.

This project is funded through revenue from WisDOT through the Federal Transportation Alternatives Program (TAP) Grant (\$1.696 million) and revenue from the Wisconsin Department of Natural Resources Stewardship Grant (\$250,000). The County's portion of the original budget is \$254,000 and the County's portion of the revised budget increases \$290,000 to \$544,000 with the department requesting to fund the additional expenditures with Capital Project Fund balance. This ordinance does not result in an impact to tax levy.

MOTION: Heinrich moved, second by Swan to approve Ordinance 176-O-110. Motion carried 6-0.

Discuss and Consider Ordinance 176-O-109 Modify The 2022-2026 Capital Plan And 2022 Capital Project Budget To Appropriate Design Funding In 2022 For Capital Project #202013 CTH O, CTH D To STH 59 Rehabilitation And Decrease Funding In 2022 For Capital Project #202012 CTH X, West High Drive Intersection

Braun discussed this ordinance which modifies the 2022-2026 Capital Plan and 2022 Capital Project budget to appropriate expenditure authority in the amount of \$206,000 to cover design costs for the CTH O, CTH D to STH 59 Rehabilitation project (#202013). The ordinance also decreases funding in 2022 for the CTH X, West High Drive Intersection project (#202012) to fund the design expenditures for capital project #202013. Project #202013 was approved for federal Surface Transportation Program (STP) funding which finances project design expenses at an 80% federal share and 20% county cost share. The 2022-2026 Capital Plan assumed funding the County's share of \$206,000 in calendar year 2023 which does not align with the state fiscal year. As a result, the County is unable to contract for the design work without the spending authority in 2022. The move from 2023 to 2022 will allow an earlier start to the design of the project and better accommodates the WisDOT funding schedule and programs. At this time, there is no intention to change the scheduling of the remaining project phases.

Funding for the construction phase of capital project #202012 was approved in 2021. Construction will be delayed until 2023 due to design delays resulting from Engineering Division staffing issues. If approved, this ordinance request will increase funding by \$206,000 in 2022 for capital project #202013. The increase will be offset by a decrease in funding by \$206,000 in 2022 for capital project #202012. The department intends to request restoration of the funding for capital project #202012 in the 2023-2027 capital plan which was freed up in 2023 by moving project 202013 up, in the 2023-2027 capital plan. This ordinance does not impact the tax levy.

MOTION: D. Zimmermann moved, second by Mitchell to approve Ordinance 176-O-109. Motion carried 6-0.

Discuss and Consider Scope and Timeline of the Register of Deeds Audit

Spaeth, B. Zimmermann, and Behrend were present to discuss the Register of Deeds office operations audit as outlined in a handout. Spaeth said the RFP will be released on February 17 and proposals are due back March 15. The contract for this audit is expected to be executed on April 18. Spaeth noted this scope for the most part mirrors the audit that was done in 2015.

MOTION: Swan moved, second by D. Zimmermann to approve the scope and timeline for the Register of Deeds audit. Motion carried 6-0.

Report on WCA's Legislative Exchange

Spaeth gave an update on the Wisconsin Counties Association annual legislative exchange. Conference topics included long-term transportation funding due to an increase of electric vehicles, the state budget surplus and potential tax cuts, and upcoming elections. Heinrich highlighted sessions he attended which included discussions on the opioid settlement, next generation 911 and 911 funding, subsidized guardianships, mental health crisis services, electric charging stations for vehicles, meeting quorums, inflation, and upcoming state legislation.

Legislative Update

Ignatowski gave an update on a meeting with some of our state legislators to discuss crisis funding. He also discussed an upcoming bill on bail reform and several workforce related bills.

Standing Committee Reports

Committee chairs gave reports on their respective meetings.

MOTION: Heinrich moved, second by Dondlinger to adjourn at 9:15 a.m. Motion carried 6-0.

Respectfully submitted,

Peter M. Wolff

Peter M. Wolff
Secretary