

Executive Committee Meeting Minutes
October 17, 2016

Chair Decker called the meeting to order at 8:00 a.m. and led the committee in the Pledge of Allegiance.

Committee Members Present: Chairman Paul Decker, Supervisors Dave Swan, Dave Zimmermann, Jim Heinrich, Larry Nelson, Christine Howard and Peter Wolff.

Others Present: Chief of Staff Mark Mader, Supervisor Darlene Johnson, Risk/Purchasing Manager Laura Stauffer, Legislative Policy Advisor Sarah Spaeth, and Treasurer Pamela Reeves. Minutes Recorded by Beth Schwartz, County Board Office.

Correspondence: Swan discussed items regarding transportation in the Wisconsin Counties Association Legislative Agenda. He extended UW-Waukesha's 50th Anniversary event invitation to the committee.

Approve Minutes of October 3

MOTION: Heinrich moved, second by Zimmerman to approve the minutes of October 3, 2016. Motion carried 7-0.

Discuss and Consider Ordinance 171-O-052: Amend Waukesha County Code Of Ordinances Section 7-87 Pertaining to the County Finance Committee Review Of Professional Service Contract

Procurement Process

Stauffer said since the ordinance was developed in 1991, its requirements for professional service contracts for county commitment have changed. Contracts are now issued as multi-year and the threshold for referral to the Finance Committee has been increased from \$50,000 to \$150,000. The threshold had not been adjusted to reflect the cost of inflation and best practices of government efficiency and effectiveness since 1991. Stauffer said feedback from the Finance Committee was taken into consideration to address the needs of all involved for amending this section of the Waukesha County Code.

Zimmerman asked why the exclusion of IT software/equipment vendor contracts from supervisor participation in an RFP evaluation committee was not included in the actual ordinance. Stauffer said the ordinance at hand only addresses the increased dollar threshold when RFPs are referred to the County Finance Committee. Heinrich commented on the opinion of the Finance Committee for what Zimmerman called a bit of a jump in the amount of increase. Swan asked several questions for clarification including how the increased amount was decided on and how members of the RFP are chosen. Zimmerman said the RFP process has a sound scoring process and decisions do not come down to just one person. Heinrich suggested an amendment to the Ordinance to add *annually* to line 41 of the Ordinance.

MOTION: Howard moved, second by Zimmerman to approve amended Ordinance 171-O-052. Motion carried 7-0.

Determine Sale Values on County-Owned Foreclosure Properties

Reeves discussed the foreclosed properties and their determined sale values in accordance with Wisconsin Statute 75.69. The first property was acquired in the 2015 property tax foreclosure cycle, appraised at \$80,000 and included in the March 4, 2016 open bid auction. At this sale value the property did not sell, despite it being in good condition and structurally solid, the interior clean & mostly repainted.

Per Wisconsin Statute 75.69, unsold properties from prior auctions can be reappraised by county board committee, re-advertised and reoffered for sale. This property will be included in this year's tax foreclosure auction. It is recommended that the prior sale price (opening bid) be reduced by 25%, from \$80,000 to \$60,000, to increase the likelihood of the property getting sold. The taxes, interest, penalty & fees as of June 2015, plus the deed recording fee are \$13,588.06.

MOTION: Decker moved to set the appraised value of TAX KEY: WAKC 1305.154, property address 239 Collins Street in City of Waukesha, at \$60,000. Motion carried 7-0.

Reeves presented the assessed value of \$6,000 and the equalized value of \$6,200 for a 11.92 acre vacant outlot in the Village of Mukwonago. The taxes, interest, penalty & fees as of June 2016, plus the deed recording fee are \$786.19.

MOTION: Decker moved to set the appraised value of TAX KEY: MUKV 1978.059 at \$6,200. Motion carried 7-0.

Reeves presented the assessed value of \$100 and the equalized value of \$100 for a .38-acre landlocked parcel in Town of Waukesha, adjacent to the City of Waukesha land. The taxes, interest, penalty & fees as of June 2016, plus the deed recording fee are \$839.50.

MOTION: Decker moved to set the appraised value of TAX KEY: WAKT 1327.997 at \$500. Motion carried 7-0.

Reeves presented the assessed value of \$1,500 and the equalized value of \$1,500 for a .04-acre remnant triangle. The taxes, interest, penalty & fees as of June 2016, plus the deed recording fee are \$286.53.

MOTION: Decker moved to set the appraised value of TAX KEY: GNT 1546.967 at \$300. Motion carried 7-0.

Reeves presented the assessed value of \$500 and the equalized value of \$500 for a .01-acre off of Hartwell Ave in City of Waukesha. Remnant triangle between two parcels owned by Maria Monsivais. The taxes, interest, penalty & fees as of June 2016, plus the deed recording fee are \$231.38.

MOTION: Decker moved to set the appraised value of TAX KEY: WAKC 1302.372.001 at \$300. Motion carried 7-0.

Discuss and Consider Appointment 171-A-028: Paulette LaMountain to the ADRC Advisory Board

MOTION: Howard moved, second by Heinrich to approve Appointment 171-O-028. Motion carried 7-0.

Discuss and Consider Appointment 171-A-029: Fire Chief Charlie Meyer to the Dispatch Operations Commission

MOTION: Heinrich moved, second by Swan to approve Appointment 171-O-029. Motion carried 7-0.

County Board Committee Reports by Committee Chairs for the Following 2016 Meetings:

Parks & Land Use of October 4- Zimmerman reported the committee discussed and considered the 2017 operating budget for the Register of Deeds and the Department of Parks and Land Use.

Human Resources of October 4- Nelson reported the committee discussed and considered the 2017 operating budgets for the County Clerk, the County Executive, the County Board and Corporation Counsel, heard a report on the Wisconsin Counties Association, discussed and considered new and revised classification specifications (class specs), and reviewed a draft ordinance (preliminary discussion) to approve 2017 position changes through creation, abolishment, and equity adjustment.

Finance of October 5 & October 11 & October 12- Heinrich reported the committee heard a 2017 budget overview and five-year financial forecast; heard an overview of the 2017 operating budget for the Parks and Land Use Department, the Department of Administration, the Treasurer's Office, the Department of Emergency Preparedness, UW-Extension, Bridges (Federated Library), County Board, County Clerk, County Executive, and Corporation Counsel; discussed and considered issues presented at the October 12 Finance Committee public hearing; discussed payment of special assessments and tax certificates issued; heard an update on in-rem foreclosure actions; and heard a report on the Wisconsin Counties Association (WCA) Conference.

Health & Human Services of October 6 - Howard reported the committee heard an overview of the 2017 operating budget for the Health & Human Service Department, divisions in the Health & Human Services Department including Intake & Support Services, Child and Family Services, Adolescent and Family Services, Veteran's Services, Public Health, Clinical Services, Aging & Disabilities Resource Center (ADRC) and Administrative Services.

Public Works of October 13- Swan reported the committee discussed and approved a bid and multiple ordinances, and heard an overview of Facilities operations.

Judiciary & Law Enforcement of October 14- Wolff reported the committee discussed and considered the 2017 operating budget for the Clerk of Courts and considered the 2017 operating budget for the Sheriff's department.

MOTION: Zimmerman moved, second by Wolff to adjourn at 10:14 a.m. Motion carried 7-0.

Respectfully submitted,

Peter Wolff
Committee Secretary