

AMENDED AGENDA

Eau Claire County

• Committee on Administration •

Tuesday, February 13, 2018

2:30 p.m.

Courthouse - **Room #3312**
721 Oxford Avenue • Eau Claire, WI

1. Call to Order
2. Review/Approval of Committee Minutes / Discussion-Action
 - January 11, 2018 (pg 2)
 - January 16, 2018 (pg 3-4)
3. Public Comment
4. Proposed Ordinance #17-18/106 To Amend Section 2.12.140 B of the Code – Medical Examiner – Discussion/Action (pg 5-6)
5. Proposed Resolution #17-18/105 Requesting a change in Wisconsin Law regarding Wisconsin retirement funds. – Discussion/Action (pg 7-8)
6. Proposed Resolution #17-18/110 Amending Section 2.04.010 A. of the Code- Rule 1 Meeting – Discussion/Action (pg 9)
7. Proposed Resolution #17-18/112 – Continuation of Workers Compensation Self Insurance – Discussion/Action (pgs 10-11)
8. Proposed Ordinance #17-18/115 To Reletter Section 10.81.030 H. to I. of the Code – Restricted Parking Areas – Discussion/Action (pgs 12-13)
9. Administrative Updates – Discussion/Action
 - Exposition District Legislation
 - Strategic Planning Timeline
 - Legislative Exchange
10. Adjourn

Post: 2/9/18 Media, Committee Members, Kathy Schauf, Frank Draxler

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 8394710 (FAX) 8391669 or (TDD) 8394735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703.

MINUTES

Eau Claire County
Joint Committee

Committee on Administration
Committee on Finance and Budget
Thursday, January 11, 2018 / 3:30 pm

721 Oxford Avenue
Eau Claire County Courthouse – Room
Eau Claire, WI 54703

Committee on Administration Members present:
Mark Beckfield, Colleen Bates, Kathy Clark

Committee on Finance & Budget members present:
Nick Smiar, Jim Dunning, Mike Conlin, Stella Pagonis

Staff present:
Kathryn Schauf, County Administrator; Amy Weiss, Interim Finance Director; Sharon Rasmusson

Committee on Finance & Budget Chair Jim Dunning called the meeting to order at 3:35 pm.
Committee on Administration Vice Chair Colleen Bates called the meeting to order at 3:35 pm.

Confirmation of Compliance with Open Meetings Law

Meeting properly noticed.

Public Comment Period

None.

2018-2020 Strategic Plan Process / Discussion-Action

Committee met with Eric Biltonen, Community Natural Resource and Economic Development educator for UW Extension, St. Croix County via conference call regarding the strategic planning process St. Croix County has experienced. A survey across departments was completed, with 85 % of department heads recognizing the importance of a strategic plan. (Currently, 15% of departments use strategic planning in their departments). A brainstorming session was held with department managers and a list was categorized and prioritized. Then the county board met with department managers to identify smart goals; ending up with five strategic issues, with goals for each.

Committee on Administration adjourned the joint committee meeting at 4:40 pm.
Committee on Finance & Budget adjourned the joint committee meeting at 4:40 pm.

Respectfully submitted,

Sharon M. Rasmusson
Committee Clerk

MINUTES

Eau Claire County

• Committee on Administration •

Tuesday, January 16, 2018

2:30 p.m.

Courthouse - Room #3312

721 Oxford Avenue • Eau Claire, WI

Members Present: Gregg Moore, Colleen Bates, Kathy Clark, and Mark Beckfield

Members Absent: Jerry Wilkie

Others Present: Jim Dunning

Staff Present: Kathryn Schauf, County Administrator and Angie Harmon

Supervisor Moore called the meeting to order at 2:31 p.m.

Public Comment

None

Review/Approval of Committee Minutes / Discussion-Action

- December 12, 2017
- December 19, 2017

ACTION: Supervisor Bates made a motion to approve the December 12, 2017 and December 19, 2017 minutes as presented. Motion carried, 4-0.

New County Board Supervisor Orientation - Discussion

Chairman Moore and the Administration Dept. have been working together to prepare for the next County Board Supervisor orientation this spring.

Legislative Breakfast Topics – Discussion

The members discussed state legislative topics that will be discussed for the upcoming Legislative Breakfast.

Strategic Planning – Discussion

Kathryn provided a follow up to the recent joint committee meeting between the Administration and Finance & Budget committees regarding the new strategic planning process. Both committees' members agreed on the process concept and approach.

Administrative Updates – Discussion/Action

- Economic Development Summit 2
The next meeting will be on February 23rd with all partners and facilitator.
- LGI (Local Government Institute): Project
The 3rd meeting for the Local Government Institute will be held on Thursday, January 18th

- CDBG Resolutions
Staff are working on the manual for the CDBG funding and the committee will review the manual before it goes to the board.
- Facilities Master Plan and Capital Plan Update
Kathryn mentioned that the capital plan will be developed. There are currently no changes with the master plan.
- POLCO Demonstration
Online tool that we will be available to us for free trial during the LGI project.
- Program Planning
Lists being developed for Administrators recommendations for programs.

The next meeting of the Committee on Administration will be on Tuesday, February 13, 2018.

The meeting was adjourned at 3:55 p.m. by unanimous consent.

Respectfully submitted by,

Angie Harmon
Committee Clerk

FACT SHEET

TO FILE NO. 17-18/106

The 2000 Wisconsin Act 336 provided that beginning in 2017, effective April 18th medical examiner fees only be increased annually, not to exceed the annual percentage change in the US CPI for all Urban Consumers, U. S. City average for 12 months ending December 31st. The CPI index is 2.1% December 31, 2017. This ordinance increases the medical examiner fees for cremation permits, death certificates and disinterment and reinterment by 2.1% effective April 18, 2018.

Fiscal Impact: Additional revenue of \$2790.76 based on 2017 statistics.

Respectfully Submitted,

Keith R. Zehms
Corporation Counsel

KRZ/yk

Ordinance/17-18/106 Fact

1 **Enrolled No.**

2 **ORDINANCE**

3 **File No. 17-18/106**

4 - TO AMEND SECTION 2.12.140 B. OF THE CODE: MEDICAL EXAMINER
5 SYSTEM -

6 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

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8 **SECTION 1.** That Subsection B. of Section 2.12.140 of the code be amended to
9 read:

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11 B. Fees. The medical examiner and any deputies shall collect all such fees which
12 they are entitled by law to receive, as provided in Wis. Stat. § 59.38(1). Except in situations
13 involving indigents, ~~\$153.15~~156.37 shall be collected for the issuance of a cremation permit in
14 accordance with Wis. Stat. § 59.36, ~~\$102.10~~104.24 as the fee for signing death certificates and
15 ~~\$51.05~~ 52.12 for issuing a disinterment and reinterment permit pursuant to Wis. Stat. § 69.18.
16 The finance department shall bill the appropriate funeral home directly for these fees.

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18 **SECTION 2.** This ordinance shall take effect April 18, 2018.

19 ADOPTED:

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31 Committee on Administration

32 **KRZ/yk**

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35 Dated this _____ day of _____, 2018.

FACT SHEET

TO FILE NO. 17-18/105

This resolution requests the Wisconsin legislature to change Wisconsin law to allow the State and local governments to access the Wisconsin Retirement fund accounts of public employees convicted of stealing from them.

Under Wis. Stat. § 40.08(1) Wisconsin Retirement System benefits are not assignable, in law or equity or subject to legal process unless provided in that of the statute. The exceptions listed are for child support payment, in cases of divorce and for delinquent state tax obligations.

At the time former County Treasurer Larry Lokken and his Office Manager Kay Onarheim were convicted of theft and misconduct in public office for stealing in excess of \$625,000 in taxpayer money with a resulting restitution order of \$681,846,92, both were receiving pension payments from the WRS based on their years of employment with Eau Claire County. Larry Lokken refused to pay any portion of his WRS payments to Eau Claire County. Kay Onarheim voluntarily agreed to pay a portion of her WRS pension benefits in the amount of \$1,138 monthly which will increase to \$1,433 two months after she is released from prison.

If the state legislature changes the law it would not apply to the Wisconsin Retirement System accounts of Larry Lokken or Kay Onarheim since under Wis. Stat. § 40.19(1) they have a contractual right to those benefits which accrued for services rendered as employees of Eau Claire County which cannot be abrogated by an subsequent legislative act.

Fiscal Impact: None.

Respectfully Submitted,

Supervisor Mark Beckfield
District 21

Supervisor Steve Chilson
District 7

KRZ/yk

Ordinance/17-18.105. Fact

4 **- REQUESTING A CHANGE IN WISCONSIN LAW TO ALLOW THE STATE AND**
5 **LOCAL GOVERNMENTS TO ACCESS WISCONSIN RETIREMENT FUND ACCOUNTS**
6 **OF PUBLIC EMPLOYEES WHO ARE CONVICTED OF STEALING MONEY FROM**
7 **THEIR STATE OR LOCAL GOVERNMENT EMPLOYER-**

8 WHEREAS, under current Wisconsin law Wisconsin Retirement System (“WRS”) benefits
9 are accessible only to the person who earned them except in certain situations including some child
10 support orders, payment of delinquent state taxes and when pensions are divided due to divorce;
11 and
12

13 WHEREAS, under current Wisconsin law neither the State nor local government entities
14 have any legal authority to access retirement funds of employees convicted of stealing money from
15 the government entity they worked for; and
16

17 WHEREAS, as a result Eau Claire County had no legal right to receive any payments from
18 the WRS retirement accounts of former County Treasurer Larry Lokken nor Office Manager Kay
19 Hestekin both of whom were convicted of theft and misconduct in public office and ordered to pay
20 restitution to Eau Claire County in the amount of \$681,846.92.
21

22 NOW THEREFORE BE IT RESOLVED by the Eau Claire County Board of supervisors
23 that it requests the state legislature to change Wisconsin law to allow the state and local
24 governments to access Wisconsin Retirement System accounts of public employees who are
25 convicted of stealing money from their state or local government employer.
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27 BE IT FURTHER RESOLVED that the Eau Claire County Board of Supervisors directs the
28 county clerk to forward this resolution to the governor, assembly members and senators representing
29 Eau Claire County and the Wisconsin Counties Association.
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31 OFFERED BY:
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37 Supervisor Mark Beckfield
38 District 21
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37 Supervisor Steve Chilson
38 District 7
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46 KRZ/yk

47 Dated this _____ day of _____, 2018.
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4 **- TO AMEND SECTION 2.04.010 A. OF THE CODE: RULE 1—MEETING -**

5 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

6 **SECTION 1.** That Subsection A. of Section 2.04.010 of the code be amended to read:

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9 A. Regular meetings of the board for the purpose of transacting general business shall be held on the 1st and 3rd Tuesday in March, April, May, October and December. In January, February, June, July, August and September there shall be one meeting held on the 3rd Tuesday of the month. In November there shall be one meeting held on the 1st Tuesday of the month. All meetings will commence at 7:00 p.m., unless otherwise ordered by the board and subject to recesses and adjournments to a date and time certain. If the September meeting conflicts with the Wisconsin Counties Association’s Annual Convention, it shall be automatically moved to the 2nd Tuesday of September. Separate meetings will be scheduled for work sessions on the strategic plan as needed. ~~At one or both regularly scheduled county board meetings in May in even numbered years, there will be a county board working session to consider and review the strategic plan. Said meetings will commence at 5:00 p.m. with the county board meeting to follow at 7:00 p.m. Each year all responsible parties for identified strategic initiatives shall report to the county administrator the progress on items in the strategic plan.~~

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37 **Committee on Administration**

38 **KRZ/yk**

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40 Dated this _____ day of _____, 2018.

FACT SHEET

CONTINUATION OF WORKER'S COMPENSATION SELF-INSURANCE

BACKGROUND. The State of Wisconsin Department of Workforce Development requires a resolution to be passed every 3 years that indicates the County's intention and agreement to self-insure for Worker's Compensation. Eau Claire County's most recent resolution was passed in 2015. Eau Claire County implemented the self-insurance workers compensation program in January 1, 1995.

The Wisconsin Worker's Compensation Act provides that employers covered by the Act either insure their liability with worker's compensation insurance carriers authorized to do business in Wisconsin, or be exempted (self-insured) from insuring liabilities with a carrier and thereby assuming the responsibility for its own worker's compensation risk and payment. The State and its political subdivisions may self-insure worker's compensation without a special order from the Department of Workforce Development if they agree to faithfully report all compensible injuries and agree to comply with the Act and rules of the Department.

RECOMMENDATION.

I recommend that Eau Claire County continue to self-insure the worker's compensation and authorize this resolution. The County continues to save between \$100,000 and \$200,000 per year as self-insured versus purchasing insurance. The cost for the workers compensation program is charged back to departments. The county budgets for lower "estimated actual" expenses versus funding at a higher "insurance actuary" level. Cost for workers comp have increased due to rising health care cost and due to increases in excess insurance cost. On a comparable basis, the counties claims/losses have been less than average. However, at some point, the County may be faced with a year of large claims. Therefore, excess insurance is purchased to help protect the County in case of costly/catastrophic cases (claims in excess of \$550,000 each).

FISCAL NOTE.

Self insured workers compensation budget for 2018= \$517,080. This amount includes ½ of the Safety Coordinator salary and benefits (\$39,000, excess insurance (\$37,000), Direct workers comp expenses (\$435,200) and training and supplies (\$5,880).

Respectfully Submitted,



Frank D Draxler
Director of Purchasing and Central Services

cc: Kathryn Schauf, County Administrator

FDD/nlw

4 **-REAUTHORIZATION OF SELF-INSURANCE-**

5
6 WHEREAS, the County of Eau Claire is a qualified political subdivision of the State of
7 Wisconsin; and

8
9 WHEREAS, the Wisconsin Worker’s Compensation Act (Act) provides that employers
10 covered by the Act either insure their liability with worker’s compensation insurance carriers
11 authorized to do business in Wisconsin, or to be exempted (self-insured) from insuring liabilities
12 with a carrier and thereby assuming the responsibility for its own worker’s compensation risk and
13 payment; and

14
15 WHEREAS, the State and its political subdivisions may self-insure worker’s compensation
16 without a special order from the Department of Workforce Development (Department) if they agree
17 to report faithfully all compensable injuries and agree to comply with the Act and rules of the
18 Department (including passing a resolution to self insure every 3 years); and

19
20 WHEREAS, the Committee on Administration at its February 13th meeting approved the
21 continuation of the self-insured worker’s compensation program, in compliance with Wisconsin
22 Administrative Code DWD 80.60(3); and

23
24 NOW, THEREFORE, BE IT RESOLVED that the Eau Claire County Board of Supervisors
25 does ordain as follows:

- 26
27 (1) Provide for the continuation of a self-insured worker’s compensation program
28 that is currently in effect.
29 (2) Authorize the Director of Purchasing and Central Services to forward certified
30 copies of this resolution to the Worker’s Compensation Division, Wisconsin
31 Department of Workforce Development.

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33 ADOPTED:

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43 Committee on Administration

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46 Dated this 13th day of February, 2018.

FACT SHEET

TO FILE NO. 17-18/115

The purpose of this ordinance is to prohibit parking in the County Government Center parking lots. As a result of adopting this ordinance violators can be ticketed and even towed if necessary.

County Parking at the Government Center/Jail complex is designated for staff and members of the public that have business with the departments located here.

Vehicles that are left in the Government Center parking lots overnight take parking spaces away from the people the lots are designated for.

Vehicles that are left in the parking lots overnight also cause difficulties with our snow removal operations.

Overnight parking will still be allowed for 24/7 operations, and for staff who leave their vehicles in the parking lots while attending a conference or training

Huber inmates who use their vehicles for work will still be allowed to park their vehicles in Lot D.

Fiscal Impact: \$0.00.

Respectfully Submitted,

Matt Theisen
Facilities Director

MT/yk

Ordinance/17-18.115 Fact

1 **Enrolled No.**

2 **ORDINANCE**

3 **File No. 17-18/115**

4 - TO RELETTER SECTION 10.81.030 H. TO I. OF THE CODE: RESTRICTED
5 PARKING AREAS; TO CREATE SECTION 10.81.030 H. OF THE CODE:
6 RESTRICTED PARKING AREAS

7 The County Board of Supervisors of the County of Eau Claire does ordain as follows:

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9 **SECTION 1.** That Subsection H. of Section 10.81.030 of the code be relettered to I.

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11 H. The county administrator shall have the authority to restrict parking to
12 ensure visitor access to the county courthouse regardless of the restrictions in this section.

13
14 **SECTION 2.** That Subsection H. of Section 10.81.030 of the code be created to read:

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16 H. Visitor overnight parking in Lots A, B, C, D, E and F is prohibited.

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18 **ADOPTED:**

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29 Committee on Administration

30 **KRZ/yk**

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33 Dated this _____ day of _____, 2018.