

**PROCEEDINGS OF THE BROWN COUNTY**  
**EXECUTIVE COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the Brown County Executive Committee was held on Monday, June 12, 2017 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, Wisconsin.

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**Present:** Chair Lund, Supervisor Moynihan, Supervisor Schadewald, Supervisor Van Dyck, Supervisor Buckley, Supervisor Hoyer  
**Excused:** Supervisor Erickson  
**Also Present:** Internal Auditor Dan Process, Assistant DAs Mary Kerrigan-Mares, Dana Johnson & Wendy Lemkuil, DA Office Manager Michele Andresen, County Clerk Sandy Juno, Director of Administration Chad Weinger, Corporation Counsel Dave Hemery, County Executive Troy Streckenbach, Supervisor Brusky, Supervisor Lefebvre, Human Services Director Kathryn Roellich, Deputy Executive Jeff Flynt, other interested parties

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*\*Audio of this meeting is available by contacting the County Board Office at 920-448-4015*

**I. Call meeting to order.**

The meeting was called to order by Chair Lund at 5:30 pm.

**II. Approve/modify agenda.**

Motion made by Supervisor Schadewald, seconded by Supervisor Moynihan to take Item 13 after Comments from the Public. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**III. Approve/modify Minutes of May 8, 2017.**

Motion made by Supervisor Moynihan, seconded by Supervisor Hoyer to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**Comments from the Public – None**

*Although shown in the proper format here, Item 13 was taken at this time.*

**1. Review Minutes of: None.**

**Legal Bills**

**2. Review and Possible Action on Legal Bills to be paid.**

Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to pay. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**Communications**

**3. Communication from Supervisor Evans re: To have Corporation Counsel and Human Resources review Chapter 4 and the Employee Handbook Chapter 30.01 as it relates to language for Progressive Discipline and make appropriate suggestions as how to incorporate such language and procedures. *Held for one month.***

Corporation Counsel Dave Hemery indicated he is continuing to work on this with Human Resources. There are a number of changes to be made and at this time they are focusing on the portions they feel should take priority.

Motion made by Supervisor Schadewald, seconded by Supervisor Hoyer to hold for one month. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**4. Communication from Supervisor Brusky re: I am requesting an adjustment in hourly wages for the Brown County employees who, because they were initially hired at a lower starting pay, now make less than employees with**

**less experience who were hired after them. I am particularly referring to those hired in 2013 – or other pertinent years. Referred from May County Board.**

Supervisor Brusky informed she has heard about some County employees who are making less than people hired after them in the same position. This was brought to her attention by one of her constituents, Katie Liegeois, who is in this situation and Brusky felt it was worthy of consideration. Brusky provided a handout, a copy of which is attached that shows that Liegeois started in February, 2013 and is making less than three people in the same position that were hired after her and she feels this is extremely unfair and frustrating. Brusky is aware that there are other employees in the County in this same situation and she is also aware of at least two resignations because of it.

Supervisor Buckley informed that this matter was brought forward at the last Public Safety meeting and said he can sympathize with this, but it was his understanding that when the new Human Resources Director was hired she was going to look at this situation. Human Services Director Kathryn Roellich informed that neither the current Chapter 4, nor the resolution implementing the current class and comp contain a mechanism to do a wage adjustment as is being discussed. The resolution that was passed implementing the class and comp talks about two ways to increase employee compensation. One way is an across the board increase and the other is a pay for performance increase, but both of these options would have to be approved by the County Board. Roellich continued that they are looking at the class and comp and although she does not want to go into details at this time, they do have ideas on how to address this. Buckley asked Roellich how many employees are in this same situation but Roellich did not have an exact number at this time. She is working on a list of employees that were hired in 2015 and prior and where they are in relation to the class and comp. She was not specifically looking at those who were behind in compensation compared to those that were hired after them and she explained that compensation is like a supply and demand issue. One year there may be a shortfall of one position, for example, nurses, so the compensation would be very competitive. Years down the road, there may be a plethora of nurses and the County would not be in the same position.

Buckley said this situation was created by someone being allowed to hire someone at a higher rate than other people with more seniority without doing any sort of adjustment and he feels fixing the situation takes more authority than the Chapter 4 rewrite. He also feels that when we are looking at hiring people to fill vacated positions, that the range of hourly wage should not be high enough to pay a new employee more than an existing employee is being paid. He feels there needs to be some time spent looking into what people are already making within the department so this does not continue to occur.

Supervisor Moynihan said the budget book has four positions budgeted at \$22.51 and only three positions are being paid that and one is not. Buckley feels that instead of addressing these individually, it should be dealt with overall. Lund agreed with Buckley and feels that people are quitting because of this and it would be better to keep the existing employees and not have to hire new employees who will be getting the higher rate anyway.

Supervisor Van Dyck indicated he understands the situation Liegeois is in, but feels that this needs to be dealt with fairly across the board; we cannot handle them one at a time because it is going to create a very large snowball effect. He feels we need to determine how many of these situations exist and what the total price tag would be to correct this across the entire county, similar to what was done last year with the issue of overtime. Van Dyck did caution that there will be instances in the future where market will demand that the County has to bring someone in at a higher rate than what other people in the department are making and he questions if the County is prepared to make a policy that when that occurs, we will adjust wages across the County for everyone but cautioned that that may not be such a good thing to do either because it could be very expensive in some cases.

Moynihan noted that this individual started before two of the other individuals and he feels that in this specific instance, this should be addressed. Roellich said that at the time the other positions were vacated, the department head could have moved the employee we are discussing from her position to one of the higher paying positions and then hire a new person at a lower rate. That did not happen in this instance, but it would be an option in the future. She also said that in looking at compensation, they look at a person's previous experience, the market, what the budget is and what the midpoint of the class and comp is and try to factor that all together and then they give the department a range to hire.

Liegeois explained that when her position was posted and she applied for it, there was only one number for starting pay. The posting for the next three positions had a range for starting wage. So two of these girls came in with zero court experience but had the opportunity to argue for the higher wage. She is confused as this is a unique situation as they are not asking for extra money. The money is already included in the budget; there are four positions budgeted at \$22.51 and there are only three people being paid that amount. The person that left and the person that came in to replace her is now at the \$21 so even if her pay is bumped up to \$22.51, there would still be additional money. Liegeois noted that this situation has been going on for three years.

Supervisor Schadewald noted that at the Administration Committee meeting where this came up, it was referred back to Human Resources. He asked if the Clerk of Courts could move Liegeois up to the higher pay if he stays within the budget. Director of Administration Chad Weininger said that the only way that could happen is if there is another open position for her to fill; otherwise, there is no mechanism to allow that to happen. Schadewald said it sounds like the policies and ordinances that were passed created part of the problem. His solution to that would be to look at this from a consistency stand point. He feels that every time someone is to be hired, the department head should be talking to Human Resources and the County Board with the implications. Schadewald said this is the year to get this established and he said that the County wants to do the right thing, but there are some policies and procedures that are written in a way that do not allow it. The policies can be changed, but he feels it will take some time to figure out what the implications are and what the costs will be.

Liegeois said when she first brought this to the attention of the Clerk of Courts, he indicated that he was informed that there were approximately 90 people in a similar situation, but now that figure has been decreased to 30 – 40. Buckley reiterated that this needs to be addressed for all employees in a similar situation. He asked if there was a position that opened up, if she could apply for it to get the higher wage. Roellich said that employees can do that and Buckley feels that employees may not know they can do that. Weininger said that is something that is done very rarely because it can create a bidding type of situation.

Van Dyck agrees that this is something we need to keep looking at, but noted that it is not as simple as just looking at the handout. It would have to be determined if the other employees are making the appropriate wage as well. The same complaint or concern that Liegeois has could be shared by others in that some of those at the higher rate have been in the position longer than others and perhaps also receive more pay. He is hopeful that some of this will be fixed but this has to happen as an organization overall and not one at a time.

**Motion made by Supervisor Buckley, seconded by Supervisor Schadewald to refer to staff to come back to the Executive Committee in 60 days with a list of employees who are in the same predicament and whether they are budgeted for a higher amount than they are being paid. Vote taken. Ayes: Buckley, Schadewald, Van Dyck, Hoyer, Lund Nay: Moynihan MOTION CARRIED 5 to 1**

#### Resolutions, Ordinances

5. **An Ordinance to Create Chapter 43 of the Brown County Code of Ordinances Entitled "Property Assessed Clean Energy Financing". *Held for one month & Referred back from May County Board.***

Weininger said this continues to be a work in progress. He has talked to several people on this but is not sure he will be able to find a way to address Buckley's concerns about the triple net lease.

**Motion made by Supervisor Moynihan, seconded by Supervisor Schadewald to suspend the rules and take Items 5 & 6 together. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Motion made by Supervisor Buckley, seconded by Supervisor Schadewald to hold Items 5 & 6 for one month. Vote taken. MOTION CARRIED UNANIMOUSLY**

6. **Property Assessed Clean Energy (PACE) Resolution. *Held for one month & Referred back from May County Board.***

*See action at Item 5 above.*

7. **Resolution in Support of Legislation to Classify County Jailers as Protective Occupation Participants (POPs) for WRS Purposes. Referred from May County Board.**

Lund asked if anything is happening in Madison on this. Weininger responded that he felt this has a chance of going through.

**Motion made by Supervisor Buckley, seconded by Supervisor Moynihan to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

8. **Resolution re: Change in Table of Organization for the District Attorney's Office Special Prosecutor Position.**

Deputy DAs Dana Johnson, Mary Kerrigan-Mares and Wendy Lemkuil along with Office Manager Michele Andresen addressed the Committee as DA Dave Lasee was out of state.

Lemkuil said this is a very important issue that affects not only the DA's office, but also the overall issue of public safety. She said Lasee wanted to be sure the Committee understood that what he is requesting will be basically fiscally neutral. She said what is before the Committee is a matter of \$15,000 and that DA Lasee has committed to the Board and Committee to look for other ways to make cuts to ensure that this is not something that is going to fall back on the Board. This is so critical for the DA's office and Lasee wanted to be sure that it was articulated to the Committee and the Board that they are extremely grateful for the County Board stepping up to preserve the continuation of protection to the public and ensure that there is assistance for the office. Lemkuil continued that information from the State is that they will not be funding additional positions so this is very important. This is something that should be covered by the State, but sadly it is not. This \$15,000 position will affect which cases and how many cases get prosecuted. Lemkuil noted that she has spoken with both Green Bay Police Chief Andrew Smith and Brown County Sheriff John Gossage and both strongly support this and endorse it. It was also noted that the DA's office is the conduit to Public Safety for law enforcement to get their cases into the system and prosecuted. Lemkuil reiterated that the DA's office is very grateful for what the County Board has done and they feel that the State should be stepping up on this, but they are not. She said they appreciate the Committee's time on this issue and feel the positions will help protect the public.

Schadewald said he will support this position, but noted that the DA's office is not really gaining a new position. He recalled that at the last Human Services Committee it was noted that there was a number of people in the jail awaiting trial and he asked if this resolution would help alleviate that population. Lemkuil responded that pretrial detention is a significant problem and part of that is a result of not having enough prosecutors. She feels that this is something the Court should be addressing and the Judges have been given statistics by the State that show it is taking a little longer to get cases through the system in Brown County than in other areas. She is hopeful that now that this has been brought to the forefront that it will be looked at. Schadewald said that at some point he would like to see the numbers of how much it is costing to keep these people in jail on a pretrial basis versus the cost to hire another prosecutor.

Kerrigan-Mares said it is not just a matter of issuing cases and trying the cases, it is a matter of considering the cases. She said the DA has made a priority of looking at the low end crimes and bail in those situations. She did note that there are cases where lower bail is not an option, but there are cases where a lower bond would probably be appropriate, but considering all of this takes time. The position being discussed now is not a guarantee that the numbers in the jail will be lowered, but by losing the position there will be even less time across the board. Schadewald said he does support the resolution, but this is one of those areas where the situation needs to be identified and a cost put with it and then considered overall in the big picture.

Van Dyck asked if the position this relates to is currently filled by a third party. Andresen said that currently the position is a contract attorney and the IRS now says that it is not a contract attorney so the funds that are for the contract attorney will go for this position that they are looking to add to the table of organization. Van Dyck asked if there is a different position in the department that would be more effective in accomplishing what needs to be accomplished. Lemkuil said that they feel confident that the position they have now and who they have in it is the best option. Shifting that position to a paralegal or something else would not work. She said that Brown County falls number one across the state for the need of prosecutors. Lemkuil said that the DA's office prosecutes cases

for 11 municipalities throughout the County and they need prosecutors in order to protect the citizens. Kerrigan-Mares said that an independent audit was done several years ago and the results were that the number of attorneys Brown County should have should be doubled. Moynihan said he recalled reading that the State was 89 DAs short. Lemkuil noted that the need of Brown County for more DAs is well-known across the entire state.

Buckley said he voted against this at the Public Safety meeting, not because he does not want the position, but because he does not want to see the position on the table of organization. Lemkuil said Lasee wants the Committee to know that he is committed to eliminating one position in the event they did get two positions. She agrees that the positions are more the role of the State, but the safety of the constituents does rest in the County.

Johnson said that one of his concerns is that the Committee and Board may be frustrated and angry that the State is not doing their job in paying for these positions and he understands that. He does not want anyone to vote against this to take a hard line against the State. Johnson said that not passing this will not hurt those in Madison; it will hurt the citizens of Brown County. They are asking the Committee to do the right thing for the people of Brown County.

Schadewald reiterated that a cost analysis should be done regarding hiring attorneys in the DA's office versus housing people in the jail. He would like to see this done before a new jail is built. He noted that the Committee wants to work with the DA's office on this, but he needs to see how to make this work for the betterment of Brown County and the citizens. Lemkuil understood what Schadewald was saying and explained that defendants have a lot of rights and one that gets extended to the point where a lot of people would be outraged is that they have the right to fire attorneys. When they do this, it extends the time to get to trial. There are a number of factors that the DA's office cannot control that feed into the issue of pretrial detention.

Lund recalled going through a similar situation in 2009 and said he fully supports this at this time. He agrees that this is really a priority that the State should be doing instead of the County having to take this up, but noted that it is the County's responsibility to make sure the Court system is working. Buckley felt that more pressure needs to be put on the State on this since the State is really a co-employer of these positions.

**Motion made by Supervisor Hoyer, seconded by Supervisor Moynihan to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**9. Resolution re: Reclassification of a Clerk/Typist I Position in the County Clerk's Department Table of Organization.**

County Clerk Sandy Juno said this position was never really addressed in the class and comp. Over the last several years there have been a number of significant changes in election laws that require this person to do a higher level of work. The person in the position is actually doing the same work as the other deputies in the office. Juno continued that the goal in her office is to try to help whoever comes in or calls in a timely manner. They have done a lot of cross training so that when people come in all staff can assist them to get the best turnaround time. This resolution is simply asking to make this position the same level as the others in the office.

Van Dyck asked if this is the only position that is different and Juno responded that this is the only position. Van Dyck said the resolution looks to be justified through passport revenue and asked how much was in the budget for 2017 for passports and where they are currently at. Juno said passports continue to grow in their office and she noted that they get a \$25 acceptance fee per applicant, but they also do the photographs which bring in some additional revenue. In addition, they have two Spanish speaking staff which draws a lot of applicants in. For the first quarter of the year, they are already \$20,000 over what was brought in in 2016. This area continues to grow and Juno said that many of the services they provide to other municipalities, especially when it comes to elections, bring in pretty steady and reliable revenue. This is just a matter of fairly compensating this one individual. Van Dyck said if this is being justified off of passport revenue, he wants to be sure that amount of revenue is actually being generated. Weininger said the fiscal impact has been verified and for this year, the revenue is well above what was budgeted and he feels the revenue growth will continue and will be more than is needed. Even if it flat lined, there would still be enough to cover the position.

Buckley asked what the person was originally hired for and Juno said the person was hired as a Clerk Typist 1 and she started 10 – 12 years ago doing basic office functions, but when the unions went away they did a lot of cross training so that everyone in the office would be able to assist customers to give them an answer as quickly as possible. Buckley feels the jump in pay is substantial and Juno responded that the position was a .4 position and would be going to .5. Juno reiterated that this person has been doing the same job as the other staff for a number of years and has been underpaid. Whether it is a jump or not, Juno feels she needs to be compensated. She also said that this person is willing to adjust her days to meet the demands of the department. Without this person, Juno said she may have to get someone full time to get the flexibility. Juno reiterated that this person has been doing the same job as the rest of the staff for a number of years and is a great asset to the department and Juno does not want to lose her. Buckley appreciated this, but said there seems to be a pattern of bringing people in at a lower wage and then trying to reclass them instead of just bringing people in where they should be. Buckley does not agree with the whole process.

Van Dyck said he supports the change in the department and thinks it's good that everyone in the office is cross trained and able to help the public. He suspects this will be approved, but he is going to vote no because although he agrees with what Juno is saying, he would feel hypocritical if he is saying we need to look at things in total as he said regarding Brusky's communication, but then in this situation we make an exception. He does not feel this is an emergency since the situation has been going on for a while and he does feel for the individual involved in the situation but it is another \$8000 and he would prefer to deal with this at budget time so all of the things that come up can be looked at together. He said he does not disagree with this or the other one, he just feels we need to have a better way to address these situations.

Roellich informed that this is different than the position that was discussed earlier. This is a reclass request, not just a compensation issue. It is accurately identifying and compensating for the work being performed. She said that being hired for one thing but then taking on a number of additional responsibilities is something that dedicated employees will do for a while for the good of the County, but eventually the person needs to be in the proper classification with the proper compensation.

Lund said that this has gone through the process and HR has looked at it and he feels it should be supported. He said there will likely be more of these coming to the Committee and noted that the other one was brought by a Supervisor, not the department or HR and he feels the appropriate process needs to be followed with each request.

**Motion made by Supervisor Schadewald, seconded by Supervisor Moynihan to approve. Vote taken. Ayes: Schadewald, Moynihan, Lund, Hoyer, Buckley Nay: Van Dyck MOTION CARRIED 5 to 1**

#### Standing Item

10. **Discussion of 2.12 of the County Code of Ordinances: The duties and responsibilities of the EXECUTIVE COMMITTEE.**

Moynihan informed he has met several times with Corporation Counsel and they continue to work on this. Moynihan will keep the Committee advised. Van Dyck said he would like to see a change that all compensation issues or requests come to the Executive Committee and not the home committee to avoid situations where the issue is heard at the home committee and then completely rehashed at the Executive Committee. Moynihan said that is one of the items he will discuss with Corporation Counsel.

*Standing item; no action taken.*

#### Reports

11. **Internal Auditor Report**  
a. **Board of Supervisors Budget Status Financial Report – April 2017 (Unaudited).**

**Motion made by Supervisor Schadewald, seconded by Supervisor Buckley to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**b. Status Update: May 1 – May 31, 2017.**

Process referred to his report in the agenda packet. In particular, he noted that auditing services will be going out for RFP. In the past some Supervisors have asked to sit on the scoring team and if anyone is interested in doing so for this request, Process said they can contact him. He will be bringing the draft RFP to this Committee in the next few months for review before it is sent out. He noted that the RFP responses are evaluated on factors without the scoring team knowing the price. Process noted that last time an RFP was sent out for auditing services, there were only three responses.

**Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**c. Follow-Up Discussion: Audit of Bills.**

Process provided a handout, a copy of which is attached as a follow-up to prior discussions regarding audit of the bills at the Committee meetings. There have been some concerns raised that under the current process the binder that contains the bills is not distributed until the meeting and some Supervisors do not feel comfortable signing the statement that they have reviewed the bills. The handout outlines a process for consideration to address this concern. The new process would be to e-mail a copy of the bills out to Committee members prior to the meeting to allow them time for review. In addition, administration will post the bills online to provide more transparency and allow the public to view the bills if they desire.

Moynihan feels this is a good idea and he would support this initiative. Process said it would also allow the Committee to be able to raise any questions they have regarding the bills at their respective meetings as they would have had time to review the bills ahead of time.

**Motion made by Supervisor Moynihan, seconded by Supervisor Hoyer to support this initiative. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**12. Human Resources**

Human Resources Director Kathryn Roellich informed that the benefits manager retired last week so HR is in the process of hiring a new person for that role. In addition, she talked about the Bellin Fast Care cards received in the mail. She indicated that that program will save more than 50% off the average office visit.

Roellich continued that they have also hired a safety coordinator who is really digging in and meeting with a number of departments and assessing their programs, plans and training as well as investigating the worker's compensation claims and working to resolve them.

Roellich concluded her report by stating that she will be bringing the proposed revisions to Chapter 4 to the Committee next month.

**Motion made by Supervisor Moynihan, seconded by Supervisor Buckley to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**13. County Executive Report.**

County Executive Troy Streckenbach provided a handout to the Committee, a copy of which is attached, and said he is in the process of putting the budget together for next year while at the same time looking at the capital improvement projects. He said Planning, Development and Transportation Committee has asked Public Works Director Paul Fontecchio to bring forward what he envisions in terms of road projects that could be moved up and he is also aware that the Library Board has been talking about projects and Streckenbach is hopeful that the other Committees are asking their respective department heads to do the same. The administration is looking at what they believe is the best way to address the projects that are in the best position for success, but are also looking at projects that will have some meaningful impact on the operating budget.

Streckenbach continued that the 2018 budget is challenging and urged the Committee to read an article by Milwaukee Mayor Tom Barrett that appeared in the *Journal Sentinel* where he talked about the need to eliminate police officers, fire fighters, public health nurses and inspectors as well as close two libraries because of shared revenues and lost value that the county is seeing. Streckenbach said the growth in the City of Green Bay has lost about 1% of its value or \$60 million dollars. Growth is not happening at a pace that allows Brown County to operate a lot of the functions we have taken on from the City of Green Bay such as the 911 Center. The County has taken on a lot of functional operations that were historically from municipal operations and the agreement was that the County would take the operations on as long as the growth rate is a minimum of 2%. When there is negative growth or less than 1% growth, the ability to take care of the core mandated services and other things that are important to the overall quality of life is hampered.

Brown County is in interesting times as far as what we do and how to go forward and address the issues. Streckenbach said historically there have been discussions regarding compensation and health benefits and he wants Brown County to continue to be competitive in those areas to be able to attract the best employees to administer the programs and services the people of Brown County expect along with the State and Federal government that mandate services. Brown County should be proud of the work the staff performs.

As the budget process begins, projections have to be made as to what the world looks like. Even with the additional \$1.4 million dollars of new levy to work with, we are still looking at \$4 – \$4.6 million dollars that will have to be addressed in the upcoming budget. The question is how to address this while still bringing forth a budget that is not raising the tax rate that is not sustainable. A memo will be sent to department heads stating that as positions become vacant, they will be taking a good look at them before deciding to fill them.

Streckenbach urged the Committee chairs to keep in mind that the administration is trying to bring forward a budget that is honest and true while attempting to take into account the things the County Board wanted the administration to consider and for the most part the budget has not changed much other than with regard to compensation and insurance. Streckenbach said part of the \$4.6 million dollars he referred to above is because the County is trying to address compensation and benefits and keeping those things status quo without having to pass high costs on to the employees. Administration also wants to be able to compensate employees to be competitive, especially in light of the high unemployment rate and the competitiveness of it. We also have to have a holistic approach with regard to wants versus needs. He said the 2018 budget will be tough, but it is about what it is going to set the stage for 2019.

Streckenbach continued that the position the Board made with regard to the sales tax and the capital investments will allow for operational savings in the budget. He noted that the budget will be finalized in a few months and urged Committee chairs to encourage the department heads to start asking the tough questions.

The reality is that we need to look at the five year running average of growth and net new construction and the valuation of the community and it is not enough. There is not enough growth and we need to figure out a new way to fund County government. Streckenbach mentioned that there are not revenue sharing agreements with the municipalities for the services the County took over to help offset the costs. He said we need to be really honest about the budget and what we want to be able to do and start thinking about priorities. Streckenbach said he is looking at benefits and how to maintain them as close to where they are right now with only minor modifications and then also looking at compensation as those are the two areas that the Board seemed to have focused on in previous budgets.

Schadewald commented that the shortfall was shared by the administration at the Administration Committee meeting, but it was not the same number that is being presented tonight. He wanted to be sure the Committee knows that the numbers are very fluid and continue to change. Schadewald appreciated the handout and said the Board needs this to understand the fluidity and the process. Schadewald feels the more information that is presented in June, July, August and September, the more the Committee and the Board can make prudent decisions.

Streckenbach said he is hoping for more growth than is being projected. Last year they projected more growth, but then had to go back and make cuts and they do not want to be in that position again. There are some functions the



County is currently doing that are not cost effective and he wants to be prepared to look at other options and be prepared for change. The objective is to come out stronger and leaner and have an employment base that allows Brown County to do good things.

Streckenbach also informed that the County has maintained their AAA rating and Moody's noted the County's credit strengths are a large tax base, strong financial operations with healthy reserves and they also noted the recently passed sales tax as a credit strength. Credit challenges include modest social economic profit and more limited operating fund reserves. Streckenbach congratulated the County on this and noted that Brown County is one of the few in the state that have the AAA rating.

With regard to the Moody's rating, Van Dyck asked how much they take into consideration overall debt, inclusive of NWTC and everything else. Streckenbach said that is all taken into account and Brown County has more debt than most of the other counties that have the AAA rating. Weininger added that they look at County debt as well as overlying debt for the tech colleges, schools and municipalities.

Streckenbach continued that he will be going to Madison in response to a report that just came out encouraging counties to look for regionalization and consolidations and he will be asking for them to take a very close look at a model that Brown County has done where we have taken on a lot of regional aspects of municipality operations. Van Dyck said he is all for a regionalized basis because he feels it would be more beneficial to the County, but in regard to the regionalization of services, he feels the State really needs to be encouraged to take the lead and push that because the counties are going to be hesitant as no one wants to give up power and control. He feels the State is going to have to push to force it to happen, because without incentives or penalties, he does not think it is going to happen. Streckenbach did not disagree with Van Dyck and agreed that in the end we need to change the model and he encouraged the Committee chairs to look at the forecast of the economy or make the decision as a County that we are prepared to go to referendum on the budgets.

Streckenbach said that things done before his arrival such as taking over the Drug Task Force and 911 and other things, all made sense and was the right thing to do, but at that time, the growth of the county was a lot different than it is today. We are now faced with those ongoing operational expenses which are not getting any less expensive and decisions need to be made as to how to maintain the core operations that are important to the community without the necessary revenue. The conversation the County may need to have is how important are the services to the municipalities and are we prepared to go to referendum and ask the citizens of Brown County to support the budgets.

Buckley referenced the issues in the DA's office with the caseload and asked Streckenbach what the Wisconsin Counties Association has done on this and noted that this is a problem in DA offices in other counties as well. Streckenbach responded that the Wisconsin Counties Association has taken an affirmative position on supporting and funding both pay progression along with the increase in the number of DAs. Lund added that he has talked to our state representatives on this as well and it does not appear that they are going to do much as their budgets are also very tight. Buckley understood, but noted that the State is a co-employer for these positions. Streckenbach said we need to continue to advocate and he feels the State tried to take care of what the DAs first asked for which was pay progression.

Hoyer said it seems like the other municipalities have taken care of the room tax agreement, but with the City of Green Bay it seems a little more vague and he asked what the timeline was. Streckenbach responded that he feels the alderpersons in Green Bay are doing their due diligence and fully understand what this means to the City and how it may impact the KI expansion along with other future projects they may want to fund. Streckenbach feels this will probably be taken up at the Council's July meeting. He has met with a few of the alderpersons to answer questions and he is hoping they can see the County is making a sizeable investment in the City of Green Bay, both directly and indirectly.

Schadewald feels the Committee chairs need to more clearly identify to all the County Board Supervisors and the public the decisions and costs we are faced with. Streckenbach agreed and said that of the three largest budgets within the County, two of them are mandated aspects of the government. Schadewald feels the public typically understands if they have enough information and as the Supervisors learn more, they can inform more.

**Motion made by Supervisor Schadewald, seconded by Supervisor Moynihan to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Other**

**14. Such other matters as authorized by law. None**

**15. Adjourn.**

**Motion made by Supervisor Hoyer, seconded by Supervisor Moynihan to adjourn at 7:26 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Therese Giannunzio  
Recording Secretary

Listed in order of seniority as Court Coordinator:

1. Chris N.           \$22.51/hr   (started 2011)
2. Katie Liegeois: \$21.78/hr   (started Feb. 2013)
3. Jodee O.         \$22.51/hr   (started Jan. 2014)\*
4. Joleen K.        \$22.51/hr   (started May 2014)\*
5. Dawn W.         \$21.99/hr   (started July 2014)\*
6. Rachel P.        \$21.00/hr   (started March 2016)
7. Ali W.            \$21.16/hr   (started March 2016)
8. Ann S.            \$21.00/hr   (started March 2017)

\*\*The 2017 budget (attached) reflects 4 Court Coordinators at \$22.51/hr but there are currently only 3 at that pay rate.

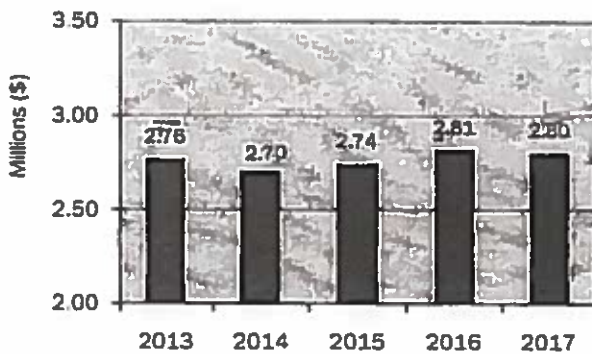
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Clerk of Courts Position	FTE	Unit Rate*	Budget Hours	Cost
Clerk of Courts	1.00	35.43	2,080	73,694
Financial Operations Manager	1.00	29.34	2,080	61,029
Chief Deputy Clerk of Courts	1.00	25.83	2,080	53,718
<b>Court Coordinator</b>	<b>4.00</b>	<b>22.51</b>	<b>7,800</b>	<b>175,604</b>
Court Coordinator	1.00	21.99	1,950	42,877
Court Coordinator	1.00	21.78	1,950	42,465
Deputy Juvenile Clerk	1.00	21.31	1,950	41,559
Court Coordinator	1.00	21.16	1,950	41,262
Court Coordinator	1.00	21.00	1,950	40,947
Deputy Clerk I-A	1.00	20.84	1,950	40,632
Accounting Technician	1.62	20.54	3,159	64,900
Deputy Clerk of Courts I	4.00	20.05	7,800	156,381
Deputy Clerk of Courts I	2.00	19.33	3,900	75,397
Deputy Clerk of Courts I	0.80	18.92	1,560	29,512
Customer Service Clerk	3.00	18.19	5,850	106,414
Customer Service Clerk	1.00	17.49	1,950	34,114
Clerk/Typist II	1.00	17.37	1,950	33,877
Clerk/Typist I	2.00	17.32	3,900	67,555
Clerk/Typist II	1.00	17.32	1,950	33,778
Clerk/Typist II	1.80	16.43	3,510	57,680
Clerk/Typist II	1.00	14.31	1,950	27,909
Budgeted Overtime				3,034
	<b>32.22</b>		<b>63,219</b>	<b>1,304,337</b>

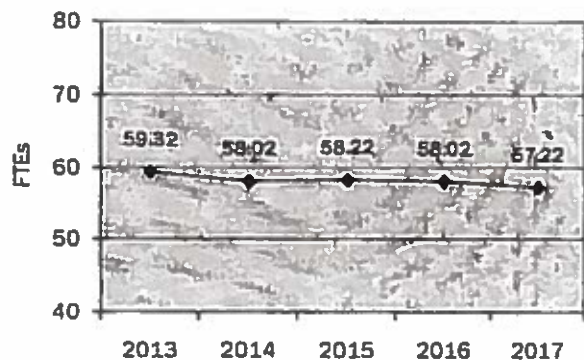
Salary Adjustment*	(2,147)
Turnover Reduction Salary	(99,216)
Regular Earnings	1,202,974
Fringe Benefits	547,913
Turnover Reduction Fringe Benefits	(43,557)
Child Support Salaries Reimbursement	(20,000)
<b>2017 Total Compensation</b>	<b>1,687,330</b>

\*Unit rate reflects 1% + \$.1923 per hour increase from 2016 wages for employees who are not LTE, covered by separate union agreements, elected officials or otherwise excluded from comp and class pay increase. The salary adjustment line above is a variance due to a timing difference between when budget calculations were made and when wage increases were calculated.

PROPERTY TAX TRENDS



STAFFING TRENDS



# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

Phone (920) 448-4014 Fax (920) 448-6221

E-mail: process\_dj@co.brown.wi.us

**DAN PROCESS**  
**INTERNAL AUDITOR**

Date: June 7, 2017

To: Executive Committee

From: Chad Weinger, Director of Administration  
Dan Process, Internal Auditor

Re: Audit of Bills

To address Section 2.14 (19) of Brown County's Code of Ordinances, which requires claims and accounts against the county to be referred to the proper committee for review/audit, the County has implemented the following procedures:

- Each committee's monthly agenda includes an "Audit of Bills".
- Each committee is provided with a paid bills report at the time of the meeting (binder).
- Each committee member is asked to review this binder and sign a statement indicating their review/audit.

A major weakness identified by several committee members regarding the above procedures is the inability to review the paid bills report prior to the meeting. This lack of access also results in tentative Supervisor sign-off or outright refusal.

To address these concerns, the following changes are proposed:

- Report distribution would be made in advance of the meeting (via email) thereby allowing for timelier review. Also, in an effort to increase transparency the paid bills report would be posted to the Brown County website under Administration/General.
- Committee member sign-off would be eliminated and replaced with a motion to "acknowledge receipt of the bills"; thereby reducing unneeded paperwork and improving compliance (review/audit).

If approved, implementation of the above changes could begin with the scheduled June 26, 2017, Planning, Development and Transportation Committee meeting and proceed to the other committees.



**Brown County  
Budget preliminary levy projection  
Budget Year 2018**

**Last updated  
5/23/2017**

<b>Amount</b>	<b>Affected Department</b>	<b>Description</b>
86,661,972		Tax levy 2017
	Community Treatment Center	\$232,966 GASB 68 pension increase, net of estimated revenue recapture
	Technical Services	\$94,097 GASB 68 pension increase, net of estimated revenue recapture
859,500	Sheriff	Wage Contract Increase, Double boarding of prisoners
408,000	All departments	Increase in WRS
2,302,002	All departments	Increase in Health Insurance
200,000	T.S.	
55,000	Risk Insurance	
61,070	Syble Hopp	
537,538	Debt Service	
1,300,000	Class/Comp Wage	
<u>92,712,144</u>	<b>Total</b>	
88,071,691	Estimated allowed levy to keep mill rate the same as the prior year	
<u>4,640,453</u>	Amount (under) over levy goal	