



AGENDA
EXECUTIVE COMMITTEE
REGULAR MEETING
MONDAY, APRIL 29, 2019 – 3:00 PM
ADMINISTRATION CENTER - ROOM A-200
121 W. MAIN STREET, PORT WASHINGTON, WI 53074

1. CALL TO ORDER

Roll Call

2. PROPER NOTICE

3. PUBLIC COMMENTS, CORRESPONDENCE, COMMUNICATIONS

4. APPROVAL OF MINUTES

a. April 1 & April 8, 2019

5. ACTION ITEMS

- a. Resolution: Approval of Settlement Agreement and General Release Between Cities & Villages Mutual Insurance Co., City of Glendale, Ozaukee County and Village of River Hills
- b. Resolution: 2019 Executive Committee Project Fund Recommendation

6. DISCUSSION ITEMS

a. Schedule of County Board Meetings

7. COUNTY ADMINISTRATOR'S REPORT

a. County Administrator's Report

8. COMMITTEE REPORTS

9. NEXT MEETING DATE

Monday, June 3, 2019

10. ADJOURNMENT

A quorum of members of committees or the full County Board of Ozaukee County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

Executive Committee**AGENDA INFORMATION SHEET**

AGENDA DATE: April 29, 2019
DEPARTMENT: County Clerk
DIRECTOR: Julie Winkelhorst
PREPARER: Julie Winkelhorst

Agenda Summary April 1 & April 8, 2019

April 1, 2019

http://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_04012019-2523>

April 8, 2019

http://www.co.ozaukee.wi.us/AgendaCenter/ViewFile/Minutes/_04082019-2531>

RESOLUTION NO. (ID # 5558)

APPROVAL OF SETTLEMENT AGREEMENT AND GENERAL RELEASE BETWEEN
CITIES & VILLAGES MUTUAL INSURANCE CO., CITY OF GLENDALE, OZAUKEE
COUNTY AND VILLAGE OF RIVER HILLS

WHEREAS, The Executive Committee has conferred with the Ozaukee County Corporation Counsel and conferred with outside legal counsel assigned by County Mutual, Linder and Marsack, regarding a claim brought by the Village of Glendale against Ozaukee and River Hills to recover worker's compensation benefits paid pursuant to Wis. Stat. § 66.0513; and

WHEREAS, The County's Corporation Counsel and Linder and Marsack., thoroughly reviewed the evidence and case law surrounding the claim; and

WHEREAS, All parties to the dispute pursued resolution through negotiation; and

WHEREAS, All potential remedies have been considered but due to the substantial cost of litigation which would offset any recovery obtained.

NOW, THEREFORE, BE IT RESOLVED, The Ozaukee County Board of Supervisors approves Settlement Agreement and General Release Between Cities & Villages Mutual Insurance Co., City of Glendale, Ozaukee County and Village of River Hills for the Milwaukee County Circuit Court, Case No. 2018-CV-009050; and

FURTHER RESOLVED, That the County Board Chairperson is authorized to sign the Settlement Agreement and General Release in exchange for the settlement amount of \$55,000 to be paid by Ozaukee County to Bascom Budish & Ceman, S.C. Trust Account which releases Ozaukee County and their insurers, from any and all further liability related to this matter.

Dated at Port Washington, Wisconsin, this 1st day of May 2019.

SUMMARY: Settlement Agreement and General Release Between Cities & Villages Mutual Insurance Co., City of Glendale, Ozaukee County and Village of River Hills for the Milwaukee County Circuit Court, Case No. 2018-CV-009050

VOTE REQUIRED: Majority

EXECUTIVE COMMITTEE

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: April 29, 2019
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Dzwinel

Agenda Summary Approval of Settlement Agreement and General Release Between Cities & Villages Mutual Insurance Co., City of Glendale, Ozaukee County and Village of River Hills

BACKGROUND INFORMATION: on May 9, 2014, the Ozaukee County Sheriff's Office and the Ozaukee County Anti-Drug Task Force engaged in a buy/bust operation which resulted in a pursuit of a suspect. The aforementioned incident resulted in the involvement of several law enforcement agencies, including the Glendale Police Department. A Police Officer for the Glendale Police Department, was allegedly injured in the apprehension of the suspect on May 9, 2014, and brought a claim for worker's compensation benefits against Glendale and Cities & Villages Mutual Insurance Co.

ANALYSIS: Cities & Villages Mutual Insurance Co. and Glendale thereafter brought a claim against Ozaukee and River Hills to recover worker's compensation benefits paid to Nelson pursuant to Wis. Stat. § 66.0513. The Settlement Agreement and General Release is the result of negotiations on the claim.

FISCAL IMPACT: \$55,000

FUNDING SOURCE: Sheriff's Workers Compensation 2019 Budget

RECOMMENDED MOTION: Staff respectfully requests that the Executive Committee approve the Settlement Agreement and General Release Between Cities & Villages Mutual Insurance Co., City of Glendale, Ozaukee County and Village of River Hills.

RESOLUTION NO. (ID # 5553)

2019 EXECUTIVE COMMITTEE PROJECT FUND RECOMMENDATION

WHEREAS, the Ozaukee County Board of Supervisors established a Project Fund to address deferred capital projects and other one-time operational proposals in county departments that will allow for the completion of essential projects in 2019; and

WHEREAS, county departments submitted proposals to the Department of Administration for evaluation and grading for the review and ranking by the Standing Committees of the Ozaukee County Board; and

WHEREAS, the projects identified by the Standing Committees of the Ozaukee County Board were reviewed by the Executive Committee culminating in a final list of recommended projects for consideration by the County Board.

NOW, THEREFORE, BE IT RESOLVED, by the Ozaukee County Board of Supervisors that the following projects be approved and adopted for completion from the Project Fund in the line item accounts detailed below;

- 401-1-01-60000-001 Dispatch Center Improvements: \$60,000
- 401-1-01-60000-002 Secure Digital Evidence Storage: \$31,000
- 401-1-01-60000-003 Jury Room Remodel: \$45,000
- 401-1-01-60000-004 Chiller Replacement: \$43,000
- 401-1-01-60000-005 Exterior Lighting: \$77,000
- 401-1-01-60000-006 Nutrition Program Van & Salad Bar Kiosks: \$55,000
- 401-1-01-60000-007 Countywide Telephone System Upgrade: \$346,000
- 401-1-01-60000-008 County Board Technology Update: \$44,000
- 401-1-01-60000-009 Public Safety Security and Event Management: \$36,000
- 401-1-01-60000-010 Covered Bridge Bathroom: \$185,000
- 401-1-01-60000-011 Register of Deeds Records Indexing: 110,000

FURTHER RESOLVED, that the \$177,000 remaining in the project fund shall be reserved to finance future projects following a recommendation by the proper Standing Committee, Executive Committee and the approval of the Ozaukee County Board of Supervisors; and

FURTHER RESOLVED, that any change orders exceeding \$5,000 of the budget amounts detailed above shall require approval by the proper Standing Committee, Executive Committee and the Ozaukee County Board of Supervisors; and

FURTHER RESOLVED, that any change orders less than \$5,000 of the budget amounts detailed above shall require approval by the County Administrator in consultation with the County Board Chairperson and the proper Standing Committee Chairperson.

Dated at Port Washington, Wisconsin, this 1st day of May 2019.

SUMMARY: Executive Committee recommendation of projects funded by the 2019 Project Fund

5.b

VOTE REQUIRED: Majority

EXECUTIVE COMMITTEE

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: April 29, 2019
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Dzwinel

Agenda Summary 2019 Executive Committee Project Fund Recommendation

BACKGROUND INFORMATION: Through the 2019 Budget Process, the Board and Staff identified funds to be reserved for projects funded through a Request for Proposal process submitted by departments. One of the goals established by the Board and Staff is better capital asset and one-time project planning, and part of this involves finding a regular source of funds for these projects. There is significant pressure on using the base tax levy to fund regular operations, and this leaves little tax levy available for capital assets or one-time projects.

PROJECT REQUIREMENTS AND ELIGIBILITY

The intention of this funding is to provide an opportunity for Departments that are typically unable to fund their projects using tax levy during the annual budget process. Funding is available to Departments within the rules and eligibility highlighted below:

1. Projects are tax levy supported. Projects could use Enterprise or Special Revenue funds to offset some of the tax levy, but overall the project would not be completed without tax levy investment.
2. Projects can be capital (example: replacement of existing asset, purchase of new asset, new building/service, etc) or a one-time project that is not capital related (consulting services studying operations, innovation, business process improvement, etc). Projects could include both components.
3. The number of projects requested is up to the discretion of departments. This includes any projects that a department has submitted in prior requests during a budget process. It should also include any projects the department has not submitted in the past because they might have assumed it would not be approved due to the constant deferral of projects in prior budget processes.
4. Projects should be in the near-term of the County's 5-year CIP plan. Projects should be shovel ready for start and completion within the next 2 years.

ANALYSIS: The Executive Committee recommendation includes a total of \$1 million of projects. The committee left \$177,000 in the fund for contingency or to fund one or more of the parking lot projects. Projects that are viewed as viable, but were improved estimates or definition of scope is required.

Four projects ranked number one by the standing committee are recommended. One project, the

construction of a Parks storage building, public bathrooms and a campground in Hawthorne Hills Park was not recommended. These projects totaled a bit more than \$500,000. The second tier projects total \$262,000, third tier \$81,000. Finally, the Covered Bridge Bathroom, a project identified for the parking lot, was recommended by the Executive Committee. Primarily due to the requirement of the DNR to construct the bathroom in the park.

FISCAL IMPACT: \$1,032,000 of projects funded in 2019. Two projects have defined returns on the investment. The Lighting Upgrade with an estimated \$11,000 in annual energy savings and the Register of Deeds Records Indexing with an estimated \$11,000 increase in annual subscriptions for online access.

FUNDING SOURCE: Project Fund Account

RECOMMENDED MOTION: Staff respectfully requests that the Executive Committee approve the 2019 Executive Committee Project Fund Recommendation resolution.

ATTACHMENTS:

- PROJECT SUMMARY (PDF)

PROJECT SUMMARY – PROJECTS RECOMMENDED BY EXECUTIVE COMMITTEE

PROJECTS:	Dispatch Center Improvements	DEPARTMENT:	Sheriff's Department	BUDGET:	\$60,000
DESCRIPTION:	A need for additional dispatch workstations, dedicated break room, and area for dispatch employees to store work related and/or personal belongings.				
SUMMARY:	Over the past few years the Dispatch Center has taken on additional responsibilities including providing dispatch services for the Village of Thiensville, Village of Saukville, Village of Grafton, and the City of Port Washington. Emergency Medical Dispatching services have also been implemented which has also required additional staff. Since 1991 the dispatch staff has grown from approximately 9 dispatchers to 18 dispatchers and a Dispatch Supervisor.				
PROJECTS:	Secure Digital Evidence Storage	DEPARTMENT:	Sheriff's Department	BUDGET:	\$31,000
DESCRIPTION:	Secure Digital Evidence Storage equipment and workspace				
SUMMARY:	The majority of crimes committed today involve some form of digital evidence. In order to meet the needs of these demanding cases, a dedicated and secure workspace is needed for the processing, examination and subsequent storage of digital evidence and equipment. Digital storage on devices as well as the amount of evidence they contain continues to grow rapidly.				
PROJECTS:	Jury Room Remodel	DEPARTMENT:	Clerk of Circuit Court	BUDGET:	\$45,000
DESCRIPTION:	Remodel jury rooms(263 & 259) into one large jury room. Add kitchenettes, lockers and more comfortable chairs, add places to charge electronic devices. Replace the 30 year old chairs in the jury boxes in the courtrooms.				
SUMMARY:	To accommodate jury assembly, courthouses typically provide rooms adequately sized for larger jury pools, with comfortable seating, coat and personal property storage areas, restrooms, and vending. Jurors and other justice partners have been critical of having the jurors use the public restrooms. The concern is jurors have an opportunity to mix with litigants and their families, to create biases for or against them.				
PROJECTS:	Chiller Replacement	DEPARTMENT:	Facilities	BUDGET:	\$43,000
DESCRIPTION:	Replace the Chiller				
SUMMARY:	The current Chiller is 27 years old. There is no urgency as it is still working. This machine provides cooling for the Historical Building also County Board Room. This chiller is at the end of its life expectancy. We can continue to repair as needed with some interruption to the building comfort as when chiller is down on hot summer days building can get extremely hot. In addition, the repair parts are getting costly.				
PROJECTS:	Exterior Lighting at Justice/Highway	DEPARTMENT:	Facilities Management	BUDGET:	\$77,000

Attachment: PROJECT SUMMARY (5553 : 2019 Executive Committee Project Fund Recommendation)

DESCRIPTION:	LED lighting upgrade				
SUMMARY:	The proposed LED lighting upgrades would also reduce our county-wide electricity use 1.3%, have a 6.5 year payback, and a 10 year cash flow of \$41,251. Any delay diminishes our ability to reduce our energy demand, and capture new cash savings. The Ozaukee County Board of Supervisors passed Resolution 14-16 establishing an Ozaukee County Energy Action Team, which includes being charged with: Developing a plan of action to implement prioritized energy-related projects and initiative				
PROJECTS:	Nutrition Program Van and Salad Bar	DEPARTMENT:	Human Services	BUDGET:	\$55,000
DESCRIPTION:	Purchase of a new Van and two more salad bar kiosks				
SUMMARY:	The purchase of a van is not innovative, it's necessary.				
PROJECTS:	County Telephone System Updates	DEPARTMENT:	Admin.	BUDGET:	\$346,000
DESCRIPTION:	For the past 5 years the IT Department has replaced much of the analog phone fleet with IP Phones, the phone controllers have been upgraded within the same timeline. This project will upgrade the remaining analog phones.				
SUMMARY:	For the past 5 years the IT Department has replaced much of the analog phone fleet with IP Phones, the phone controllers have been upgraded within the same timeline. This project will upgrade the remaining analog phones.				
PROJECTS:	County Board Technology Update	DEPARTMENT:	Admin.	BUDGET:	\$44,000
DESCRIPTION:	The project will provide a state-of-the-art, meeting management, audio and video system				
SUMMARY:	The current microphone and voting system in the county board room has reached end of life. Microphone have failed and the county has implemented all of the replacement microphones. A spare microphone is not available for the next failure. The boardroom voting system, while functional, continues to preform at a substandard level.				
PROJECTS:	Public Safety Security and Event Management	DEPARTMENT:	Admin.	BUDGET:	\$36,000
DESCRIPTION:	A comprehensive managed SIEM (Security Information and Event Management)				
SUMMARY:	To ensure continued access to the State of Wisconsin's TIME System, it is recommended Ozaukee County work with a local security service firm to rectify the identified security deficiencies to ensure continued use of the TIME System for Law Enforcement. By partnering with SpectrumIT, the County ensures compliance with the CJIS while improving its data protection services.				

Attachment: PROJECT SUMMARY (5553 : 2019 Executive Committee Project Fund Recommendation)

PROJECTS:	Covered Bridge Park Bathrooms with POWTS	DEPARTMENT:	Planning and Parks	BUDGET:	\$185,000
DESCRIPTION:	Construct a small open air picnic shelter with indoor bathrooms with a small storage area at Covered Bridge Park.				
SUMMARY:	Indoor bathrooms would provide quality facilities for visitors of Covered Bridge Park, a highly visited site in the Park System (32,070 total visits between 1/1/18 and 9/26/18 with a daily average of 120 visits, though accurate counting is limited by the open access of the park).				
PROJECTS:	Historical Record Indexing	DEPARTMENT:	Register of Deeds	BUDGET:	\$110,000
DESCRIPTION:	Phase 2 of the book scanning project. The Indexing of approximately 150,000 records. The county paid \$65,000.00 to have the books digitized however, images are useless and unsearchable unless phase 2 is complete.				
SUMMARY:	Having these records indexed will cut down on the amount of time staff will have to work with the public when searching the land records. This includes making copies out of the books. \$34,000 to \$46,000 saved by not rebinding books in poor condition. Estimated \$12,000 in additional revenue				
PROJECT SUMMARY – PROJECTS NOT RECOMMENDED BY EXECUTIVE COMMITTEE					
PROJECTS:	District Attorney Data Management	DEPARTMENT:	Sheriff's Department	BUDGET:	\$0
DESCRIPTION:	Data Management System				
SUMMARY:	Development of this system would create a robust and efficient method of dealing with what is currently an awkward and frustrating process. The law enforcement agencies find it to be a burden, and the current duplication of records and services become even more efficient as the amount of data increases with each year. Across the board, police agencies, the DA's office and defense attorneys would save time, become more efficient and simply work better.				
PROJECTS:	Child Support Agency Lobby Window	DEPARTMENT:	Child Support agency	BUDGET:	\$18,500
DESCRIPTION:	Bullet resistant window, frame with bullet resistant speaker hole, Security passthrough, Bullet resistant material to cover west and north wall of reception area, Labor to install, replace drywall, and paint				
SUMMARY:	The project is intended to prevent injury to personnel in the event of a violent incident in the courthouse by providing a secure area for CSA/CCO staff without reliance on an easily overcome glass barrier. It is further intended as a supplement to courthouse security and staff violent incident ("shooter") training.				
PROJECTS:	Criminal Justice System - Operational Study	DEPARTMENT:	Sheriff's Department	BUDGET:	\$125,700
DESCRIPTION:	Operational Study of Ozaukee County Criminal Justice System/Building				

Attachment: PROJECT SUMMARY (5553 : 2019 Executive Committee Project Fund Recommendation)

SUMMARY:	The study will produce practical, prioritized recommendations to enhance the effectiveness and of the criminal justice services in the county. The study report will be comprehensive and balanced. It will highlight the positive aspects of criminal justice operations as well as those that may need modification.				
PROJECTS:	Cubical Updates	DEPARTMENT:	Clerk of Circuit Court	BUDGET:	\$50,000
DESCRIPTION:	Purchase new cubicles with doors for staff with PG 7 & 8 in the out office. Create a records section for two staff members assigned to this area.				
SUMMARY:	The Clerk of Court general staff has not had an office furniture update since the creation of the Justice Center. The cubicles are in need of replacement as they are no longer functional for our needs. There is limited infrastructure wiring for electric outlets, network wiring and other peripherals. The cubicles as structured are limited in there placement in our office. The cubicles are stained, frayed, and dingy.				
PROJECTS:	Enterprise GIS Implementation	DEPARTMENT:	Multiple	BUDGET:	\$0
DESCRIPTION:	Establish a Enterprise GIS System				
SUMMARY:	In recent years, Ozaukee County has used several Geographic Information System (GIS) applications. To date, these applications have been developed as individual needs arose. The responsibility of application development has been assumed by the various affected departments within the County. Although this approach has produced some very useful applications, it has not helped Ozaukee County to systematically assess its GIS needs or formulate a coordinated enterprise system to provide data to existing internal and external users.				
PROJECTS:	GPS Survey Equipment	DEPARTMENT:	Land & Water Management	BUDGET:	\$25,300
DESCRIPTION:	GPS Survey Grade Equipment				
SUMMARY:	Land and Water Management Department and Highway Department started to shift to surveying techniques which utilize GPS survey grade equipment. Staff has used equipment from other partnering staff/agencies. However, the equipment is not readily available when needed, or not working properly resulting in project delays.				
PROJECTS:	HH Multi-Purpose Building and Camp Ground Development	DEPARTMENT:	Planning and Parks	BUDGET:	\$350,000
DESCRIPTION:	Construction of a new multi-purpose building with public bathrooms, external entry showers, office/meeting room and storage space at Hawthorne Hills Park. This project also includes developing a campground (up to approximately 25-30 sites) in a phased app				
SUMMARY:	The new building would greatly improve Department operations by increasing efficiency. A centralized location would enable Parks staff to meet daily with the Parks Superintendent to receive daily tasks and have access to required equipment and supplies. The new multi-purpose building would address the safety and efficiency issues noted by providing adequate room for equipment storage and maintenance, along with provision of safe working environment for staff.				

Attachment: PROJECT SUMMARY (5553 : 2019 Executive Committee Project Fund Recommendation)

PROJECTS:	Lion's Den Bathroom and Storage room	DEPARTMENT:	Planning and Parks	BUDGET:	\$175,000
DESCRIPTION:	This capital project is to construct an indoor bathroom facility with a small storage area at Lion's Den Gorge Nature Preserve.				
SUMMARY:	Lion's Den Gorge Nature Preserve is one of most visited parks in the Ozaukee County, with approximately 181,381 total visits between 1/1/18 and 11/6/18. Four rental portable toilets (at a cost of \$3,459/yr) currently service the site. Visitors have complained about lack of indoor bathrooms at this facility. When the portable toilets get full (despite weekly maintenance) they are not used, causing interruption in quality of service.				
PROJECTS:	Office Furniture/4th Floor Remodel	DEPARTMENT:	Human Services	BUDGET:	\$20,365
DESCRIPTION:	Update the conference room table and chairs in Room 313, chairs in Room 426 and chairs for the table in office, purchase 7 IP phones, purchase two updated water fountains, improve the work flow on the 4th floor in the Behavioral Health Division				
SUMMARY:	Updating the furniture our public use is important. No only would more comfortable chairs provide a nicer experience for our clients it also sends a message that we care about what our environment looks like. Having a table that does not ruin our visitors clothes is important and send the same message replacing chairs does. Updating the 7 phones provides all staff with the same equipment. Using updated water fountains encourage our clients and staff to be healthier. Improving the layout of the clinic will improve the service we provide.				
PROJECTS:	Pharmacy Consultant	DEPARTMENT:	Human Services	BUDGET:	\$20,000
DESCRIPTION:	Evaluate the feasibility of an on-site pharmacy				
SUMMARY:	This project may determine an increase in revenue and improve customer deliverables. If the assessment determines a pharmacy is feasible, this would make a positive impact on our revenue stream. In addition to it's fiscal impact, our client's would benefit greatly (quicker medication access).				
PROJECTS:	Repaving Portions of Interurban Trail	DEPARTMENT:	Planning and Parks	BUDGET:	\$575,000
DESCRIPTION:	This capital project is to re-pave and re-shoulder the entire County-maintained portion of the Ozaukee Interurban Trail (approximately 15 miles).				
SUMMARY:	OIT improvements will help address the OIT Advisory Council mission to promote the safe public use of the Ozaukee Interurban Trail for transportation, recreation, health, education, economic development, and enjoyment of Ozaukee County's unique cultural, historical and natural resources.				

Executive Committee

AGENDA INFORMATION SHEET

AGENDA DATE: April 29, 2019
DEPARTMENT: Administrator
DIRECTOR: Jason Dzwinel
PREPARER: Jason Dzwinel

Agenda Summary County Administrator's Report

County Board Strategic Planning Kickoff planned for May 15 at 8:30 am Family Enrichment Center in Grafton. Department Head kickoff scheduled for May 21. Staff would like to discuss schedule of meetings with Executive Committee.

Audit underway, no significant unknown issues outside of those already identified by staff. The Public Works Committee will have a discussion with Finance and Audit staff on efforts to better recapture costs to avoid operational losses.

Lasata census still down, management actively working to control costs.

Community Based Residential Facility proposals received and planned for May Health and Human Services Meeting.