

**Ad Hoc Committee, Government Services Project
Tuesday, October 25, 2011 8:00 a.m.
Lincoln County Service Center, Rm. 248
Merrill, Wisconsin 54452**

MINUTES

1. Call meeting to order

The meeting was called to order by committee Chairman Bailey at 8:00 a.m. Besides Supervisor Bailey in attendance were committee members Bill Zeitz, Arlene Meyer, Bob Lee, Randy Scholz, and Dan Leydet. Also in attendance at various times during the meeting were Supervisor Graham Rankin and Highway Commissioner Jerry Jagmin. The meeting was facilitated by Art Lersch, UW-Extension.

2. Approval of minutes from the September 20, 2011 meeting.

A motion was made by Supervisor Meyer to approve the minutes. The motion was seconded by Supervisor Zeitz. All ayes.

3. Public Comment

None

4. Department Head Interview (Highway)

Mr. Scholz mentioned that that the Highway Department's total budget is \$3,617,416 and that it receives \$2,222,826 in tax levy support. Highway Commissioner Jerry Jagmin then gave an overview of the department. He began by stating that the department currently has 42¾ staff. In 2000, the department had 52 employees. He mentioned that the department currently shares personnel with Forestry, Land & Parks and the Maintenance Department. Besides him, the department currently has four other supervisory positions. The department currently maintains 270 miles of centerline county roads and 418 lane miles of state highway. Mr. Jagmin explained that safety is the department's primary concern.

Mr. Jagmin also stated that the department carries out several mandated services, the most important of which are repairing any road damage and plowing snow. He mentioned that the county is obligated by state statute to have a highway commissioner and a highway commission. Mr. Jagmin also mentioned that the department basically works through a road fund (county roads) and a highway fund (state roads/other non-county agencies). Funding for state road projects comes from state government.

When asked what cost savings strategies he is either implementing or planning to enact, Mr. Jagmin stated that the department continues to downsize (5 employees over the last year), has eliminated its cleaning service (about \$200 a month; department employees currently to the cleaning), and is in the process of eliminating uniforms which will result in some savings. The department has also eliminated or plans to eliminate some equipment. A six mower tractor fleet is now reduced to four. Two graters are also being eliminated.

Mr. Jagmin stated that anytime something goes wrong in the county (i.e. emergency, etc.), the Highway Department is one of the first to be called. He reminded the group that the state recently passed legislation (through the budget) that prevents county highway departments from doing work for other counties and municipalities with populations of 5,000 or more. Mr. Jagmin stated that it is imperative, especially in light of this new state provision, for the department to generate revenue by performing work for the county's townships. He and Mr. Scholz stated that on average the department takes in between \$700,000 and \$1 million in average annual revenues from work done in the townships. In their opinion, the only other revenue source that could be initiated is a wheel tax.

5. Continue to determine timelines for Administrative Coordinator and Ad Hoc Committee conversations with department heads

By consensus, committee members agreed that the Coroner and the Sheriff should appear before the committee at its next meeting.

6. County Committee Structure

After Lersch handed out an organizational chart outlining what the committee had previously discussed and another summarizing average gross per diem and mileage compensation for County Board supervisors (as a whole, not for individuals), the committee discussed whether they should recommend to the County Board any modifications in committee structure.

When he asked committee members whether they thought changes in the committee structure would help make county government decision making more efficient and improve communication amongst committees and individual supervisors, the supervisors on the Ad Hoc Committee indicated "no." Mr. Rankin suggested that the committee could instead send a message to committee chairs and department heads requesting that they carefully consider whether committees need to meet on a monthly basis. There may be reasons, he asserted, for the committee not to meet (e.g. no important agenda items; short agendas, etc.). By consensus, Ad Hoc Committee members agreed Chair Bailey should recommend to the County Board during its November 8 meeting that it send a more explicit message to committee chairs, members and department heads that it may not be necessary for every committee to meet every month.

7. Discussion of potential recommendations to County Board

See item #6 above. Also, committee members by consensus once again reiterated that they want to complete department head interviews before beginning to develop a recommendations list.

8. Agenda items for next meeting

Committee members agreed by consensus that the following agenda items will be addressed during the next meeting.

- Department Head Interview (Coroner)
- Department Head Interview (Sheriff)

- Continue to determine timelines for Administrative Coordinator and Ad Hoc Committee conversations with department heads
- Discussion of potential recommendations to County Board
- Update on new reductions to University of Wisconsin System budget

9. Next meeting(s) Date(s)

The next meeting is scheduled to take place **Monday, November 14, 11:00 a.m., Lincoln County Service Center, Room 248**.

10. Adjourn

Supervisor Zeitz made a motion to adjourn. The motion was seconded by Supervisor Meyer. Motion carried all ayes. The meeting was adjourned at 10:20 a.m.