

Summary Notes

Meeting of the Pewaukee Merger Advisory Committee

Wednesday, September 23, 2009

6:00 p.m., Pewaukee City Hall

Roll Call

In attendance at the seventh meeting of the Pewaukee Merger Advisory Committee were, representing the Village of Pewaukee, President Jeff Knutson, Trustee Paul Evert, citizen member Mark Muehl, citizen member Tom Houck, and Administrator Scott Gosse. Representing the City of Pewaukee were Mayor Scott Klein, Alderperson Roger Hathaway, citizen member Dave Swan, citizen member Dan Sanford, and Administrator Tammy LaBorde. SEWRPC Advisor Phil Evenson chaired the meeting. Also in attendance at the meeting was Christine Cramer from Ruckert & Mielke, Inc., representing the consultant team assisting the Committee.

Summary Notes of Prior Meeting

Mr. Evenson referred to the summary notes of the Advisory Committee's meeting of August 19, 2009. On a motion by Mr. Houck, seconded by Mr. Sanford, and carried unanimously, the summary notes of the meeting of August 19, 2009, were approved. Mr. Evenson then noted that he had distributed to all Committee members copies of feedback comments and questions from the website received since the Committee meeting of August 19, 2009.

Report on Action by City of Pewaukee Common Council

Mayor Klein reported that the Common Council of the City of Pewaukee had recently tabled the matter of the appropriation of an additional \$12,000 relative to funding efforts to obtain special legislation that would facilitate the consolidation effort. Members of the Council, he said, desired additional information relative to both the legislative effort and lobbying attendant thereto, and to the follow-up work and time schedule concerning the fourth and final phase of the merger study effort. Mr. Evenson briefly commented that he had talked by telephone the prior day to Ms. Lawrie Kobza of the Broadman Law Firm who indicated that it might be two additional weeks before a final bill would be ready for sponsorship and circulation. That final bill might seek to achieve the desired consolidation benefit objective by using a special assessment rather than a supplemental property tax technique. After some discussion on this matter, it was agreed that the consultant team would work with the City Administrator in getting ready to provide to the members of the Common Council whatever they may need to properly deal with the \$12,000 appropriation at their forthcoming meeting on October 6, 2009. This may or may

not include making arrangements for one or more members of the consultant team to appear before the Common Council to answer questions.

Discussion of the Results of Studies Presented to Date Regarding Merger Impacts

The Committee engaged in a lengthy discussion of the probable impacts that have been quantified to date relative to the possible merger of the two Pewaukee municipalities. Mr. Evenson indicated that he had placed on each Committee member's desk a brief summary of his personal view of those probable impacts. He then invited each member of the Committee to voice their own observations as to the results of the work completed to date. In general, there was a consensus that the studies completed to date by the two Pewaukee Administrators and the consultant team were well-conceived and executed, and provided a great deal of beneficial information that would be useful in structuring a specific merger proposal. At the conclusion of that discussion, with Mr. Sanford volunteering his time and talent, it was agreed that the Committee would prepare and ready for submission to the Village Board and Common Council, a report that summarized the findings of the work completed to date and that would provide the basis for a recommendation from the Committee that the two creating entities move forward with preparation of a specific consolidation proposal that would provide the basis for the necessary statutory action by those creating entities to submit the merger question to their respective electorates. Committee members were invited to submit any specific comments on such a report that they may have directly via e-mail through their respective municipal administrator. This process would comply with the Wisconsin open meeting legislation. Mr. Sanford would then compile a draft report that would be considered by the Committee at the next meeting.

Possible Scope of Work for Phase IV

Ms. Cramer presented to the Committee an initial draft of a possible scope of work for Phase IV of the merger study. There are, she noted, four major merger work items to complete: 1) the determination of any consolidation payments from one party to the other and the procedures by which such consolidation payments would be made; 2) preparation of a specific consolidation plan; 3) preparation of specific implementation documents; and 4) a public education and information work effort. She then briefly reviewed her draft proposal with the Committee. During discussion on this matter, Mr. Sanford suggested, and all parties readily agreed, that the best way to approach many of the specific consolidation issues that would arise, particularly with respect to the structure of the new consolidated governmental entity, would be for the Committee to hold an intensive one or two day work session at which all of the specific issues could be briefly presented by the consultant team and then discussed and determined by the Committee. At the end of such an intensive session, the consultant team would then be in a good

position to draft the necessary documents. It was agreed that this would shorten the time necessary to undertake Phase IV and thereby help reduce the overall funds needed to undertake Phase IV.

In response to an inquiry by Mr. Evenson, Ms. Cramer said that she had not yet been able to attach a firm cost estimate to the Phase IV work effort in large part because of the uncertainties that exist relative to how long such a work effort might take and the particular process to be followed by the Common Council and Village Board in determining the best way in which to structure the new municipality and the development of payment arrangements that might be included in a consolidation plan. She indicated that the procedure proposed by Mr. Sanford would be very helpful and she would take that into account as she moves forward with preparation of a budget for Phase IV. In a brief discussion that ensued, Mayor Klein and President Knutson indicated that it was their expectation that this Committee would be fully responsible for structuring any specific consolidation proposal should the Common Council and Village Board ultimately agree to fund the final Phase IV work effort. Ms. Cramer indicated that this position, too, would help her in developing the Phase IV budget. It was agreed that a final work program and budget would be ready for consideration by the Committee at its next meeting, it being the consensus that Ms. Cramer's work product attendant to Phase IV effectively would be appended to Mr. Sanford's Committee report.

Next Meeting Date

Mr. Sanford indicated that he would endeavor to have his draft Committee report ready for Committee consideration during the week of October 5th. Accordingly, it was determined that the next meeting of the Pewaukee Merger Committee would be held at 4:00 p.m. on Wednesday, October 7, at the City of Pewaukee Common Council Chambers.

Public Comments

Mr. Evenson then invited members of the general public in the audience to make any comments that they may have. Several individuals did comment and raised issues and/or concerns relative to the dissemination of information about the merger study over the Worldwide Web, the current proposal being entertained by the City of Pewaukee to contract with the Waukesha County Sheriff's Department for services, and to the difficulties of getting information about any specific merger proposal to those Pewaukee residents who do not have ready access to computers. These matters were appropriately addressed by Committee members.

Adjournment

On a motion by Mr. Evert and seconded by Mr. Houck, the meeting was adjourned at 8:50 p.m.

Submitted by Philip C. Evenson

PCE/lgh

09/28/09

#147229 v1 - PewaukeeMergerAC/Sept09