

Summary Notes

Meeting of the Pewaukee Merger Advisory Committee

Wednesday, February 24, 2010

4:00 p.m., Pewaukee City Hall

Roll Call

In attendance at the eighteenth meeting of the Pewaukee Merger Advisory Committee were, representing the Village of Pewaukee, Village 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 Dan Sanford, citizen member Dave Swan, and Administrator Tammy LaBorde. SEWRPC Advisor Phil Evenson chaired the meeting. Also in attendance at the meeting were Christine Cramer from Ruckert & Mielke, Inc., Lawrie Kobza from the Boardman Law Firm, and John Gardner from Zeppos & Associates representing the consultant team assisting the Committee. Mr. Evenson thanked Mr. Sanford for chairing the prior two Committee meetings while he was traveling. Mr. Evenson also commented that he had placed at each Committee member's desk, copies of the comments and questions made by Pewaukee citizens through the Pewaukee Merger Study website over the period January 21, 2010, through 9:00 a.m. on February 24, 2010.

Summary Notes of Prior Meetings

Mr. Evenson referred to the summary notes of the Advisory Committee's meeting of February 4, 2010. On a motion by Mr. Houck, seconded by Mr. Evert, and carried unanimously, the summary notes of the meeting of February 4, 2010, were approved.

Consideration of Terminating Merger Advisory Committee Activities

There being no objection, Mr. Evenson combined items 3.0 and 4.0 from the agenda at this point, noting that they interrelated with respect to substance. He then yielded the floor to Mr. Hathaway who had solicited a memorandum from the City of Pewaukee Director of Public Works relative to the potential savings in water system infrastructure costs that had been identified by the consultant team earlier in the study process. Mr. Hathaway also distributed copies of his personal memorandum to the Committee dated February 24, 2010, relative to this matter. A lengthy discussion ensued relative to the statements made in these materials. At the conclusion of that discussion, on a motion by Mr. Houck, seconded by Mr. Swan, and unanimously carried, the Committee took a position that it should continue to pursue its charge and complete a report to be submitted to the Common Council and Village Board.

Consideration of Public Information Efforts

The following matters were discussed under this item:

1. Mr. Evenson reported that, while he had tried to allow individuals to remove their private e-mail addresses from a list solicited by the Merger Advisory Committee through a letter sent with the December property tax bills, he was precluded by law from doing so. Accordingly, all those who had submitted their e-mail addresses were informed of this fact. In addition, the website has been amended to clearly forewarn individuals that by submitting their e-mail addresses through the website as a basis for receiving information and updates on the merger study effort, those addresses become a public record by law and must be made available to anyone who requests that information.
2. Noting that there appears to be some confusion as to how questions concerning the merger study effort are to be answered and perhaps posted on the website and/or included in future newsletters, Mr. Evenson indicated that he had prepared a proposed protocol for responding to such questions. He then distributed a copy of that proposal and reviewed it with the Committee members. In part, he said, he wants to conserve the remaining fiscal resources made available to the consultant team for other purposes. After a brief discussion, it was moved by Mr. Swan, seconded by Mr. Houck, and unanimously carried to approve the protocol for responding to questions.
3. Mr. Evenson then called attention to a number of questions that had been submitted by Mr. Ken Melin, such questions having been –without a specific submittal protocol in place – directed to the entire Merger Study Advisory Committee. He then called upon Ms. Cramer to provide the Committee members with some material which addresses a number of issues that relate to the questions submitted by Mr. Melin. With the aid of a handout, Ms. Cramer then reviewed her response to the issues that relate to many of Mr. Melin’s questions. A brief discussion then ensued. At the end of that discussion, there was a consensus of the Committee that Mr. Evenson ought to submit Ms. Cramer’s memorandum to Mr. Melin as – at least in part – a response to questions that he had submitted. Mr. Melin could then follow the newly approved protocol and submit followup questions as may be necessary through Mr. Evenson.
4. Ms. Cramer then provided some information in response to certain questions that had been raised relative to the recent merger effort newsletter. She distributed a memorandum dated

February 17, 2010, to the Committee. She then reviewed with the Committee the data on taxes and tax rates in the City and Village of Pewaukee included as part of that memorandum.

Consideration of Draft Legislation

Mr. Evenson noted that all Committee members had received in advance of the meeting the preliminary draft of the sought-after State legislation relative to the facilitation of municipal consolidation through the creation of a consolidation benefit district. Ms. Kobza briefly reviewed the legislation with the Committee, noting that the Legislative Reference Bureau (LRB) is in the process of making changes to this draft bill. Mr. Evenson noted that while some, albeit slow, progress continues on this matter, the consolidation proposal being readied by the Advisory Committee for submittal to the Common Council and Village Board has not been structured in reliance upon such legislation. After a brief discussion, it was agreed that Ms. Kobza should continue to work with the LRB staff in fine-tuning this bill for possible future use.

Further Consideration of Consolidation Plan and Ordinance

Mr. Evenson noted that there remained several items attendant to the consolidation plan and ordinance that were ready for further consideration by the Committee. In so doing, he noted, that while there had been some discussion about preparing an alternative aldermanic district plan, such discussion focused not on the number of districts, but on the number of aldermanic representatives per district. One of the Village Trustees had suggested that perhaps the Advisory Committee might consider proposing one alderman per district instead of two. The Committee, he said, could take up this suggestion if it chose to do so when giving final consideration to the draft ordinance.

Ms. Kobza then distributed the most recent draft of the proposed consolidation ordinance and reviewed with the Committee a number of changes dealing with the Board of Review and the municipal courts. During an ensuing brief discussion, Mr. Sanford suggested some language modifications to the municipal court section of the draft and it was agreed that his suggestions would be considered in a subsequent ordinance draft to be considered at the next Committee meeting.

Consideration of Consolidation Playbook

Ms. Cramer then distributed copies of the initial draft of the consolidation playbook, noting that she and Ms. Kobza had prepared that draft based upon extensive Advisory Committee consideration of the future organizational structure of a new City of Pewaukee at its meeting on October 29, 2009. It was agreed that this draft would be reviewed and considered at the next Committee meeting.

Report on Status of Consultant Contracts

Mr. Evenson indicated that he had asked that the consultant team to report on the expenditure status of the contractual work projects that remained open at this time. With the aid of handout materials, Ms. Cramer and Mr. Gardner summarized the status of expenditures on those open contracts through mid-February. In total, there remains about \$43,000 available for technical consultant work on the merger proposal, and about \$16,000 available for consultant public information efforts.

Consideration of Formal Submittal of Recommendations to City Council and Village Board

A brief discussion ensued relative to whether or not the Committee was in a position to complete its charge and submit a recommendation to the Common Council and Village Board. There was a consensus that the remaining issues had been addressed to the extent practicable, and that the Committee should give consideration to a final recommendation at its next meeting. Mr. Evenson suggested that Mr. Sanford, as he had capably done once before, assume responsibility for preparing a draft report for consideration by the Committee. Mr. Sanford graciously agreed to do so.

Next Meeting Date

It was agreed that the Committee would next meet at 4:00 p.m. on Wednesday, March 10, 2010, in the Pewaukee Common Council Chambers. Mr. Evenson noted that he would be traveling at that time and asked that Mr. Sanford assume the chair.

Public Comments

A public comment period was then held. A number of individuals spoke, some expressing concern about and some expressing support for the proposed consolidation plan and ordinance.

Adjournment

On a motion by Mr. Hathaway, seconded by Mr. Houck, the meeting was adjourned at 5:58 p.m.

Submitted by Philip C. Evenson

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