

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

May 25, 2011

Administration & Rules Committee

1. Call to Order

Meeting was called to order by Supervisor Molinaro at 8:30 a.m.

2. Roll Call

Administration and Rules Committee Members

Members present: James Braughler, Jim Mode, John Molinaro, Greg David, and Paul Babcock

Others Present: Phil Ristow – Corporation Counsel; Connie Freeberg – Paralegal II Confidential; Tammie Jaeger – Administrative Assistant-Confidential, Andy Erdman – Land Information Director; Barbara Frank – County Clerk; Supervisor Craig Petersen; Staci Hoffman – Register of Deeds; and Supervisor Jan Rouu.

3. Certification of compliance with Open Meeting Law Requirements

Staff from the County Administrator's Office certified compliance with the open meeting law.

4. Review of Agenda

No changes

5. Public Comment

None

6. Approval of May 4, 2011 Administration & Rules Committee meeting minutes

Motion made by Supervisor Mode; Second by Supervisor Braughler to approve the May 4, 2011 Administration & Rules Committee meeting minutes as written (Ayes-All) Motion carried. (Supervisor Babcock Abstained)

7. Approval of May 10, 2011 County Board minutes

Motion made by Supervisor Babcock; Second by Supervisor Mode to approve the May 10, 2011 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. Discussion and possible action on Register of Deeds Disaster Recovery Imaging RFP

Staci Hoffman provided information for the committee to review and discussed the recovery project.

Motion made Supervisor Mode; Second by Supervisor David to forward a Resolution to the County Board to approve Source Code Corporation to complete the Disaster Recovery Project for the Register of Deeds not to exceed the funds in accounts 1001.521295, 1308.521295 and 1002.521295. (Ayes-All) Motion carried.

9. Status report on Jefferson County Reapportionment (County Board Supervisor Redistricting) Tentative Plan

Andy Erdman discussed the Reapportionment Plan and a concern that one of the municipalities had. The committee and staff discussed possible problems and solutions to their concern. We have not received responses to the redistricting plan from all municipalities so there may be more concerns in the future. The committee would like Andy Erdman to try and address the issues from municipalities. No action taken.

10. Discussion and possible action on a Resolution "Clarifying the County's policy on identification of County vehicles"

The Committee reviewed the proposed resolution.

Motion made by Supervisor Braugher; Second by Supervisor Babcock to forward the Resolution "Clarifying the County's policy on identification of County vehicles" to the County Board for approval. (Ayes-All) Motion carried.

11. Discussion and possible action on policy guidelines for inscriptions on war memorial gift bricks

A set of guidelines for brick inscriptions was distributed for the Committee to review.

Motion made by Supervisor Molinaro; Second by Supervisor Mode to amend the guidelines to allow elected officials inscriptions. (Motion carried) (David - Voted No)

Motion made by Supervisor Molinaro; Second by Supervisor David to approve the guidelines for brick inscriptions as amended. (Ayes-All) Motion carried.

12. Discussion and possible action on resolutions, letters or reports from other governmental agencies

Resolution - "Oppose the Family Care Program enrollment and expansion cap in the Governor's Budget"

The Committee reviewed the resolution.

Motion made by Supervisor Mode; Second by Supervisor Molinaro to support this resolution and forward it to County Board for their consideration. (Ayes-All) Motion carried.

Resolution - "Support veteran benefits funding"

The Veterans Service Officer indicated that she didn't think there was any benefit to supporting this resolution.

Motion made by Supervisor David; Second by Supervisor Babcock to support this resolution and forward it to County Board for their consideration. (Ayes-All) Motion carried.

Resolution - "Support for the Indian Reservation Roads Program"

The Committee reviewed the resolution. No action taken.

13. County Administrator's monthly report

Report should be revised to read Human Services Recognition.

Motion made by Supervisor David; Second by Supervisor Babcock to accept the monthly report as amended. (Ayes-All) Motion carried.

14. Tentative Future Agenda Items and Meeting Dates

- Approval of May 25, 2011 Administration & Rules Committee meeting minutes
- Approval of June 14, 2011 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- County Administrator's monthly report
- Discussion and possible action on Strategic Plan implementation (Monthly)
- Status report on Jefferson County Reapportionment (County Board Supervisor Redistricting) Tentative Plan
- Discussion and possible action on Vehicle Usage Policy

Next meeting date: June 29, 2011

15. Adjourn

Motion made by Supervisor David; Second by Supervisor Mode to adjourn at 9:18 a.m. (Ayes-All) Motion carried.