

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

November 30, 2011

Administration & Rules Committee

8:30 a.m.

1. Call to Order

Meeting was called to order by Supervisor Molinaro at 8:32 a.m.

2. Roll Call

Administration and Rules Committee Members

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

Others Present: Gary Petre – County Administrator; Supervisor Jan Roux; Supervisor Craig Peterson; Connie Freeberg – Paralegal II Confidential; Tammie Jaeger – Administrative Assistant-Confidential, Barb Frank – County Clerk; Phil Ristow – Corporation Counsel.

3. Certification of compliance with Open Meeting Law Requirements

Gary Petre certified compliance with the open meeting law.

4. Review of Agenda

No changes.

5. Public Comment

None

6. Approval of October 26, 2011 Administration & Rules Committee meeting minutes

Motion made by Supervisor Babcock; Second by Supervisor David to approve the October 26, 2011 Administration & Rules Committee meeting minutes as printed. (Ayes-All) Motion carried.

7. Approval of October 25th, 2011 and November 15th, 2011 County Board minutes

Motion by Supervisor Babcock; Second by Supervisor Mode to approve the October 25, 2011 County Board minutes as corrected. (Ayes-All) Motion carried.

Motion made by Supervisor Mode; Second by Supervisor Babcock to approve the November 15th, 2011 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. Discussion and possible action on the Law Enforcement/Emergency Management recommendation regarding State of Wisconsin- Assembly Bill 173 and the resolution to oppose legislation AB173.

The Law Enforcement/Emergency Management Committee has not reviewed this resolution. No action taken.

9. Discussion and possible action on records retention and supplemental information

Barb suggested that all materials that are distributed to committees could be posted on the county website to accommodate open record requests. The Committee discussed this issue. It was suggested that a "Communications" item be added on to all committee agendas and minutes providing information on handouts that were received at meetings. Administration will notify department heads of the change to the agenda format and retaining all information.

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

Resolution - "Support criminalizing violations of the 72 hour no-contact condition for domestic abuse offenders"

The Committee reviewed and discussed the resolution. This resolution will be referred to the Law Enforcement/Emergency Management Committee and the Human Services Board for their recommendation. No action taken.

Resolution – “To preserve farmland, rural character and habitat by opposing Fort Atkinson Hwy 12 bypass alternative 7a”

The Committee reviewed and discussed the resolution. The Committee will gather more information and discuss this at the next meeting. No action taken.

11. County Administrator’s monthly report

Gary Petre reviewed his monthly report and addressed questions from the Committee.

12. Tentative Future Agenda Items and Meeting Dates

- Approval of November 30, 2011 Administration & Rules Committee meeting minutes
- Correction and Approval of December 13, 2011 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- County Administrator’s monthly report
- Resolution – To preserve farmland, rural character and habitat by opposing Fort Atkinson Hwy 12 bypass alternative 7a”

The Committee decided that the December 28, 2011 scheduled meeting would not be necessary but members agreed to hold that date open on their calendars for the possibility of meeting.

Next meeting dates: January 25, 2012

13. Adjourn

Motion made by Supervisor David; Second by Supervisor Babcock to adjourn at 9:22 a.m. (Ayes-All) Motion carried.