

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

January 30, 2013

Administration & Rules Committee

Immediately following the County Administrator Search Committee meeting.

1. Call to Order

Meeting was called to order by Supervisor Molinaro at 10:37 a.m.

2. Roll Call

Administration and Rules Committee Members

Members present: James Braughler, John Molinaro, Paul Babcock, Rick Kuhlman and Jim Mode.

Others Present: Gary Petre – County Administrator; Tammie Jaeger – Administrative Assistant – Confidential; Connie Freeberg – Paralegal II; Brian Lamers – Finance Director; Phil Ristow – Corporation Counsel; David Diestler – Fair Park Director; Amy Cielinski – Communications Intern; Alex Hein – Fair Park Office Assistant; Andy Erdman – Land Information Director; and Stacie Hoffman – Register of Deeds.

3. Certification of compliance with Open Meeting Law Requirements

Gary Petre certified compliance with the open meeting law.

4. Review of Agenda

Item 11 was moved up to accommodate staff.

5. Public Comment

None

6. Approval of December 3, 2012 Administration & Rules Committee meeting minutes

Motion made by Supervisor Mode; Second by Supervisor Babcock to approve the December 3, 2012 Administration & Rules Committee meeting minutes as printed. (Ayes-All) Motion carried.

7. Approval of December 11, 2012 County Board minutes

Corrections were distributed for the committee members to review.

Motion made by Supervisor Mode; Second by Supervisor Braughler to correct and approve the December 11, 2012 Administration & Rules Committee meeting minutes as corrected. (Ayes-All) Motion carried.

8. Communications

None

9. Discussion and possible action on Fair Park request to use additional social media (Twitter, YouTube, Pinterest, Blogs, Four Square)

Dave Diestler explained how the Fair Park could use this social media. Alex Hein and Amy Cielinski went over the types of social media that they would like to use and answered questions from the committee.

Motion made by Supervisor Braughler; Second by Supervisor Kuhlman to approve the Fair Park request to use this additional social media. (Ayes-All) Motion carried.

10. Discussion and possible action on Resolutions from the Register of Deeds Office

- a. Proposed resolution regarding Social Security Redaction Fee Sunset approved by the Planning and Zoning Committee and Land Information Council

A copy of the resolution was provided for the committee to review. Phil Ristow, Stacie Hoffman and Andy Erdman reviewed this resolution with the Committee.

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

- b. MERS (Mortgage Electronic Registration Systems)
Stacie Hoffman gave the committee an update on Mortgage Electronic Registration Systems. No action taken.

11. Discussion and possible action on establishing a policy regarding County Board approval of donations made to the County

John Molinaro explained the need for a policy regarding County Board approval of donations made to the County. It was suggested that a resolution may include the following: 1) a thank you will be sent for all donations, 2) donations given for a specific project that is already in place require no further approval 3) if the donation is over \$5,000 and is not designated for a project that is already established it would go to County Board for their review.

A list of donations should be included in the departmental annual report to the County Board and should also be given to the Finance Director. This information will be forwarded to the Finance Committee for their consideration.

Motion made by Supervisor Babcock; Second by Supervisor Mode to ask department heads to include donations in their annual report to the County Board. (Ayes-All) Motion carried.

12. Discussion and possible action on a resolution supporting position papers on legislative issues from Sheboygan County

- a. Address Clerk of Circuit Courts Funding Disparity
- b. Enhance Cell Phone Emergency Response Funding*
- c. Improve Economic Development Revolving Loan Funds and County Collaboration
- d. Maintain State Shared Revenue
- e. Rebuild General Transportation Aids (GTA)*
- f. Require Law Enforcement Employee Pension Contributions
- g. Restore State Victim/Witness Funding
- h. Restore Youth Aids Funding
- i. Support Local Control and Adjust Statutory Property Tax Levy Limit
- j. Support Local Control and Eliminate Antiquated County Tax Rate Limits*

The Committee discussed this item and concluded that the Wisconsin Counties Association (WCA) was addressing 4 or 5 of these issues as part of the WCA's legislative priorities. The County will follow the WCA's progress on these issues. No action taken.

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

- a. Letter from Wisconsin Counties Association to Secretary Mark Gottlieb, Wisconsin Department of Transportation on behalf of the Wisconsin County Highway Association, the Wisconsin County Executives and Administrator's Association and the Wisconsin Counties Association.

No action taken.

- b. Manitowoc County Resolution "Supporting Same Day Voter Registration"

No action taken.

14. **County Administrator's monthly reports**

Gary Petre reviewed his December 2012 and January 2013 monthly reports and addressed questions from the Committee.

15. **Tentative Future Agenda Items and Meeting Dates**

- Approval of January 30, 2013 Administration & Rules Committee meeting minutes
- Approval of February 12, 2013 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 the process to determine how the administration office will function during the vacancy of the County Administrator

16. **Adjourn**

Motion made by Supervisor Mode; Second by Supervisor Braugler to adjourn at 11:48 a.m. (Ayes-All) Motion Carried.

Future Tentative Meeting Dates

The next regular meeting is scheduled for February 25, 2013. @10:30 a.m.