

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

June 25, 2014

Administration & Rules Committee

1. Call to Order

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

2. Roll Call

Administration and Rules Committee Members

Members present: Jim Braugher, Jennifer Hanneman, Steve Nass, Amy Rinard, Jim Schroeder.

Others Present: Ben Wehmeier - County Administrator; Connie Freeberg - Paralegal II; J. Blaire Ward - Corporation Counsel; Brian Lamers - Finance Director; Mark Watkins-Land & Water Conservation Director; Rob Klotz-Zoning Director; Michelle Staff-Zoning Department-; Roland Welsch-MIS Director; Kirk Lund-County Board Supervisor; and Sue Marx-Drumlin Area Land Trust

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No changes

5. Public Comment

None

6. Approval of May 28, 2014 Administration & Rules Committee meeting minutes

Motion made by Nass; Second by Schroeder to approve the May 28, 2014 Administration & Rules Committee meeting minutes as printed. (Ayes-All) Motion carried.

7. Approval of June 10, 2014 County Board minutes

Corrections were distributed for the committee members to review.

Motion made by Nass; Second by Hanneman to approve the June 13, 2014 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. Communications

- Resolution No. 2014-21, Place Health Care Advisory Referendum on the November 4, 2014 Jefferson County Ballot
- County Board and Administration Financial Reports
- County Administrator's Monthly Report
- Information and letters supporting item #11

9. Discussion and possible action on Farmland Conservation Easement Commission oversight committee

Currently Farmland is under the County Board budget. Staff at the Zoning and Land Conservation departments do the work required for the program. Wehmeier and staff made the determination that the program should be moved under Land & Water Conservation. Wehmeier explained there is a lot of hidden cost and time for this program that is not getting captured. The discussion that staff bring forward a resolution to move the program under Land & Water Conservation.

10. Discussion and possible action on County Board technology, infrastructure and budget

Welsch talked about the WiFi capability and the IDF wiring closet. He talked about 2 other counties that he has questioned with iPads, one county had bought WiFi iPads without air cards are between \$400 to \$600 each depending on accessories. He also talked about talking to representatives for overhead projectors and any suggestions they may have. Nass asked what does this do for us, such as paperless, function any better, more efficient, does the meeting run better, so should we be spending money to do this? Welsch stated to upgrade

WiFi in the courthouse would be about \$42,000 and to add secondary wireless closets would be \$25,000 a piece for 2 of them. Discussion took place to look at this as part of future budgets.

No action was taken.

11. Discussion and possible action on Jefferson County Board Resolution “Place Health Care Advisory Referendum on the November 4, 2014 Jefferson County Ballot”

Lund passed around letters from organization in support of the referendum and other information. Rinard stated she would like to see in the fiscal impact to be more towards the impact of Jefferson County and what the cost to the county would be. It was discussed that Lund will work with staff to get together the resolution.

Motion made by Nass; Second by Rinard to endorse the concept of moving forward with this resolution to put it on the November ballot for referendum. (Ayes-4-Noes-Braughler) Motion Carried.

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

a. None

13. Review Administration and County Board Financial Report

Financial reports for the first five months were provided for the committee to review. No action taken.

14. Discussion and possible action on County Administrator evaluation process

Wehmeier provided the committee a copy of the blank evaluation that is filled out currently by staff. He also explained what a 360 evaluation is and how it works. It was decided by to use the current evaluation and not a 360 evaluation. Discussion took place how the evaluation should take place. Individuals were selected randomly this year to fill out the evaluation. Next meeting the Committee will go into closed session to review the evaluations and come up with a summary.

15. County Administrator’s monthly reports

Wehmeier provided a report for the committee to review. He went over the report and addressed questions and comments from the committee.

16. Set next meeting date

July 30, 2014

17. Tentative Future Agenda Items and Meeting Dates

- Approval of June 25, 2014 Administration & Rules Committee meeting minutes
- Approval of July 8, 2014 County Board meeting minutes
- Discussion and possible action on a resolution moving Farmland program to Land & Water Conservation
- Discussion and possible action on to resolution “Place Health Care Advisory Referendum on the November 4, 2014 Jefferson County Ballot”
- Discussion on the County Administrator evaluation
- Discussion of referendum process

18. Adjourn

Motion made by Nass; Second by Schroeder to adjourn at 10:15 a.m. (Ayes-All) Motion Carried.

Future Tentative Meeting Dates-

July 30, 2014