

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**April 29, 2015**

Administration & Rules Committee

**1. Call to Order**

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

**2. Roll Call**

**Administration and Rules Committee Members**

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

Others Present: Ben Wehmeier, County Administrator; Tammie Jaeger, Administrative Secretary; Connie Freeberg – Paralegal II; Barb Frank, County Clerk; Brian Lamers, Finance Director and J. Blair Ward, Corporation Counsel.

**3. Certification of compliance with Open Meeting Law Requirements**

Wehmeier certified compliance with the open meeting law.

**4. Review of Agenda**

Items 12 & 13 will be postponed until the next meeting.

**5. Public Comment**

None

**6. Approval of March 25, 2015 Administration & Rules Committee meeting minutes**

Motion made by Hanneman; Second by Schroeder to approve the March 25, 2015 Administration & Rules Committee meeting minutes as presented. (Ayes-All) Motion carried.

**7. Approval of the April 21, 2015 County Board minutes**

Due to the date of the County Board meeting minutes were not available for the committee to review. This item will be postponed until next meeting.

**8. Communications**

- Letter from Chairman Schroeder regarding meeting fees
- Draft Resolution “Supporting the retention and expansion of Wisconsin’s current long term care system of Family Care, IRIS, Partnership and Aging and Disability Resource Centers”
- Draft Resolution “Supporting the Local Stewardship Fund”
- Draft Resolution “Supporting the Jefferson County UW-Extension Program and the University of Wisconsin-Whitewater”
- County Administrator’s Monthly Activity Report

**9. Discussion and possible action on potential vacancy in County Board District 24**

Schroeder explained that Supervisor Edwards will be moving out of the district. He plans to try and appoint a replacement when she resigns. No action taken.

**10. Update – Task Force on County Government Organization and Operations**

Hanneman explained that the Task Force held a focus group with Steve Grabow. He also led a focus group session with the Department Heads to obtain their input. No action taken.

**11. Discussion of policy for commemorative plaques in county facilities.**

Wehmeier explained that certain supervisors would like a formal policy on this topic. It was suggested that the individuals take their recommendation to the County Board for their consideration. Schroeder will contact them and explain the procedure to them. No action taken.

**12. Discussion and possible action on amending Access to Public Records Ordinance to address electronic media**

This item was postponed until the next meeting.

**13. Discussion and possible action on creating a social media policy**

This item was postponed until the next meeting.

**14. Discussion and possible action or recommendation on per diem payments & procedures**

Schroeder provided a letter to the committee for their review. There have been questions as to whether or not certain per diem payments are appropriate. Schroeder discussed some of these issues. He will be sending out the letter clarifying the rules to all County Board Supervisors. He would like staff and the committee to review the letter and let him know of any changes. This will be discussed at the next meeting. No action taken.

**15. Discussion and possible action on reconfiguring April meetings for the County Board to accommodate members who serve on other boards**

The committee discussed reconfiguring the April meeting time. Statutes specify that the County Board has to meet the third Tuesday in April. It was suggested that letters go out to the municipalities letting them know the date and time of the April County Board meeting so they have the option to reschedule their meeting to accommodate Supervisors who serve on both boards. The committee discussed changing the Board Rules to reflect a 5:00 p.m. start time for April meetings. Staff will bring a draft of the revised Board Rules back to the next meeting for the committee to review. No action taken.

**16. Update on the State Budget**

Wehmeier gave the committee an update on the State Budget. He will provide email updates as they become available. No action taken.

**17. Update on the Jefferson County Library Board affiliation**

A presentation on this topic was given at the County Board meeting. Wehmeier explained that Jefferson County will be joining with Waukesha County to form a federation. This affiliation will provide the county with many more resources. A Public Hearing will be held on May 12<sup>th</sup>. No action taken.

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

a. Wood County Resolution "Oppose SB21 and AB21 as it relates to repealing WI Statutes 145.245, Wisconsin Fund Program"

The committee discussed this resolution. The Zoning Department administers the program as a service to Jefferson County citizens.

Motion by Schroeder; Second by Nass to rewrite the resolution and forward it to the County Board for their consideration. (Ayes-All) Motion carried.

b. League of Wisconsin Municipalities Resolution "Opposing elimination of personal property taxes"

Wehmeier explained that this does impact the county. He will get more legislative history, check with the WCA and report back to the committee at their next meeting. No action taken.

c. Buffalo County Resolution "Opposing changes to Wisconsin's current long-term care system – Family Care, IRIS, Partnership and Aging & Disability Resource Centers of Buffalo, Pepin & Clark Counties"

Jefferson County has drafted a resolution regarding this subject. No action taken.

d. Price County Resolution "Support Retention of Existing Model of Family Care" Jefferson County

Jefferson County has drafted a resolution regarding this subject. No action taken.

- e. Jefferson County Human Services Board Resolution “In support of retaining and expanding Wisconsin’s current Long Term Care System of Family Care, IRIS, Partnership and Aging and Disability Resource Centers”  
A draft resolution was provided for the committee to review. The Human Services Board will review this resolution before the next County Board meeting.  
Motion by Braugher; Second by Hanneman to forward this resolution to the County Board for their consideration. (Ayes-All) Motion carried.
- f. Jefferson County Parks Committee Resolution “In support of maintaining Local Stewardship Fund”  
A draft resolution was provided for the committee to review. The Parks Committee will review the resolution before the next County Board meeting.  
Motion by Nass; Second by Hanneman to forward the resolution to the County Board for their consideration. (Ayes-All) Motion carried.
- g. Jefferson County UW Extension Committee Resolution “In support of Local UW Extension and UW Whitewater”  
A draft resolution was provided for the committee to review. The UW Extension Education Committee will review this resolution before the next County Board meeting.  
Motion by Nass; Second by Hanneman to forward this resolution to the County Board for their consideration. (Ayes-All) Motion carried.
- h. Price County Resolution “Requesting Adequate Funding for the Income Maintenance Consortia”  
The committee reviewed the resolution.  
Motion by Nass; Second by Schroeder to refer this resolution to the Human Services Board for their review and recommendation. (Ayes-All) Motion carried.
- i. Price County Resolution “Oppose Continuation of Zero Levy Cap Imposed on Wisconsin Counties”  
The committee reviewed the resolution.  
Motion by Nass; Second by Schroeder to rewrite this resolution to address the needs of Jefferson County and bring it back to the committee for review at their next meeting. (Ayes-4 Braugher opposed). Motion carried.
- j. Price County Resolution “Restoring Funding for County Forest Administration Grant Program”  
The committee reviewed the resolution. No action taken.
- k. Price County Resolution “Supporting Adequate Funding for Rail Preservation”  
Wehmeier explained that this affects the WI River Rail Transit System that Jefferson County is a part of.  
Motion by Nass; Second by Schroeder to rewrite the resolution to reflect supporting the whole concept and bring back to the committee for review at their next meeting. (Ayes-All) Motion carried.
- l. Price County Resolution “Increase the Acreage Share Payments (ASP) to Towns with County Forest Lands from \$.30 to \$1.00 per acre.  
The committee reviewed the resolution. No action taken.
- m. Price County Resolution “Oppose State Budget Approach to Transportation Funding by Using General Obligation Bonds”  
The committee reviewed the resolution. No action taken.

- n. Price County Resolution “Opposing Expansion of Federal Control under the Clean Water Act”

The committee reviewed the resolution. No action taken.

- o. Price County Resolution “Oppose Requiring Additional Information on Property Tax Bills”

The committee reviewed the resolution.

Motion by Nass; Second by Hanneman to rewrite this resolution and forward it to the County Board for their review. (Ayes-All) Motion carried.

**19. Review Financial Reports**

- a. County Administrator
- b. Clerk of Courts
- c. Corporation Counsel
- d. County Board
- e. Register of Deeds

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

**20. County Administrator’s monthly report**

A copy of the monthly report was provided for the committee to review. Wehmeier addressed questions from the committee. No action taken.

**21. Set next meeting date**

The next meeting is scheduled for Wednesday, May 27 at 8:30 a.m.

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

- Approval of April 29, 2015 Administration & Rules Committee meeting minutes
- Approval of April 21 & May 12, 2015 County Board meeting minutes
- Discussion and possible action on creating a social media policy
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- Update on State Budget
- Discussion and possible action or recommendation on per diem payments & procedures
- Discussion and possible action on amending Access to Public Records Ordinance to address electronic media
- Discussion and possible action on reconfiguring April meetings for the County Board to accommodate members who serve on other boards
- League of Wisconsin Municipalities Resolution “Opposing elimination of personal property taxes
- Discussion and possible action on draft Resolution – Oppose Continuation of Zero Levy Cap Imposed on Wisconsin Counties
- Discussion and possible action on draft Resolution – Supporting Adequate Funding for Rail Preservation
- Discussion and possible action on draft Resolution – Oppose Requiring Additional Information on Property Tax Bills
- Discussion and possible action on evaluation process for the County Administrator

**23. Adjourn**

Motion made by Braugher; Second by Hanneman to adjourn at 10:32 a.m. (Ayes-All) Motion Carried.