

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**May 29, 2018**  
Executive Committee

1. **Call to Order**  
Meeting was called to order by Rinard at 9:30 a.m.
2. **Roll Call**  
**Administration and Rules Committee Members**  
Members present: Jim Braughler, Jim Schroeder, Jim Mode, Steve Nass and Amy Rinard.  
Others Present: Ben Wehmeier, County Administrator; Connie Freeberg, Paralegal; J. Blair Ward, Corporation Counsel; Barb Frank, County Clerk; Supervisor Walt Christensen; Terri Palm-Kostroski, HR Director; Anita Martin, Lake Mills and Ronnie Monroe, Aztalan.
3. **Certification of compliance with Open Meeting Law Requirements**  
Wehmeier certified compliance with the open meeting law.
4. **Review of Agenda**  
Item 13 will be moved to accommodate staff.
5. **Public Comment**  
Martin and Monroe spoke in support of Eminent Domain Law resolution.
6. **Election of Chair, Vice Chair and Secretary**  
Motion by Schroeder; Second by Nass to nominate Rinard as Chair; Motion by Mode; Second by Braughler to close nominations. Motion carried. (Ayes-All)  
  
Motion by Schroeder; Second by Nass to nominate Braughler for Vice Chair. Motion carried. (Ayes-All)  
  
Motion by Rinard; Second by Mode to nominate Nass as Secretary. Motion carried. (Ayes-All)
7. **Approval of the March 28, 2018 Committee meeting minutes**  
Motion by Braughler; Second by Schroeder to approve the March 28, 2018 Committee meeting minutes as presented. (Ayes-4, 1 abstained) Motion carried.
8. **Approval of the April 17, 2018 County Board minutes**  
Motion by Schroeder; Second by Mode to approve the April 17, 2018 County Board minutes as corrected. (Ayes-All) Motion carried.
9. **Approval of the May 8, 2018 County Board minutes**  
Motion by Mode; Second by Nass to approve the May 8, 2018 County Board minutes as corrected. (Ayes-4, 1 abstained). Motion carried
10. **Communications**  
None
11. **Overview of Open Meetings Law**  
Ward gave a quick summary on the Open Meetings Law. If supervisors are invited to any public event they need to let the Administration Office know so that we are in compliance of the open meetings law if there is a possible quorum. If a meeting is not properly noticed and there is a quorum it is the supervisor's responsibility to have somebody leave so there is no violation of the law. He also cautioned about a walking quorums. This can be done when communicating by groups in email and phone calls. No action taken.
12. **Introduction of policy oversight department heads**  
Wehmeier explained that this is an opportunity for new members of the committees to meet the department heads that the committee oversees. No action taken.
13. **Discussion and possible action on Eminent Domain Resolution**  
Copies of draft resolutions were provided for review. Staff and the committee discussed the resolution and suggested revisions. Ward will bring a revised resolution back to the committee for review. No action taken.

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

a. Burnett County Resolution “In Support of Increased Public Defender Access and Pay

Wehmeier gave an update on this resolution. The committee discussed the resolution. Ward will draft a resolution with suggested changes and bring it back to the committee for review. No action taken.

15. **Financial Reports (March & April)**

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

Financial Reports were provided for review. No action taken.

16. **Discussion and possible action on financial report format**

It was suggested to add a summary section for each department which includes all of the business units or possibly a separate page with the bottom line dollar amounts for all business units.

17. **Update on Strategic Plan**

Wehmeier explained that the department head meeting with Chamness was canceled and will be scheduled. He met with Travis Freitag regarding how to gather data, set priorities and move the broadband project forward. There will be a more detailed action plan available for review at a future meeting. Schroeder offered to give a preview of a presentation on committee board size. This presentation will be given to the Executive Committee in June. No action taken.

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

Wehmeier gave a verbal report highlighting the following: Gave a presentation to Department Heads on priority based budgeting, met with the City of Jefferson regarding IGA, attended multiple events including several new business events, Law Enforcement Memorial, WI Public Policy Event, WHEDA regarding Opportunity Zones and a WMMIC meeting. There will be a joint Chair meeting with Department Heads on June 13<sup>th</sup> at 1:30 p.m. No action taken.

19. **Discussion and possible action on tentative future meeting schedule and agenda items – (June 27, 2018)**

- Approval of May 29, 2018 Executive Committee meeting minutes
- Approval of June 2018 County Board meeting minutes
- Financial Reports (May)
- Update on Strategic Plan
- Presentation on County Board size - Schroeder
- Discussion and possible action on Eminent Domain Resolution
- Discussion and possible action on resolution “In Support of Increased Public Defender Access and Pay”

20. **Next meeting** June 27, 2018 – 8:30 a.m.

21. **Adjourn**

Motion made by Schroeder; Second by Braughler to adjourn at 11:00 a.m. (Ayes-All) Motion Carried.