

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**July 25, 2018**  
Executive 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, Jim Schroeder, Jim Mode and Amy Rinard.

Others Present: Ben Wehmeier, County Administrator; Alex Mortensen, Intern; Scott Henderson, Intern; Gail Scott, Health Director; Barb Frank, County Clerk; Supervisor Laura Payne; Mary Nimm, Parks; Matt Zangl, Zoning Director and Joe Nehmer, Parks Director.

Excused: Steve Nass

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

Wehmeier certified compliance with the open meeting law.

**4. Review of Agenda**

No changes made.

**5. Public Comment**

None

**6. Approval of the June 27 2018 Committee meeting minutes**

Motion by Mode; Second by Schroeder to approve the June 27, 2018 Committee meeting minutes as presented. Motion carried.

**7. Approval of the July 10, 2018 County Board minutes**

Motion by Schroeder; Second by Mode to approve the July 10, 2018 County Board minutes as corrected. (Ayes-All) Motion carried.

**8. Communications**

- Email from Dick Jones regarding the committee structure recommendation
- Resolution from Outagamie County regarding Dark Store referendum
- Updated Strategic Plan Goals

**9. Discussion and possible action on County Board Size Recommendation**

Schroeder presented his recommendations on County Board size as a starting point for discussion. He is recommending a reduction to 25 members. Payne talked about average board size throughout the state and how the proposed reduction would affect the number of constituents in each district. Braughler recommends reducing the number of members to 29 to solve the problem we continue to have in District 24, Whitewater. Rinard would like to bring this discussion to the County Board. Braughler suggested conducting the meeting as a committee of the whole in January. Staff will reach out to the WCA to see if they can make a presentation to the County Board on Board size.

Motion by Schroeder; Second by Mode to advance this recommendation to the County Board for discussion at a proposed meeting in January. (Ayes-All) Motion carried.

**10. Discussion and possible action on Committee Structure Recommendation**

A handout was provided for review. Schroeder discussed his recommendations on committee structure as a starting point for discussion. Schroeder is concerned with the amount of time that staff attends meetings and also the duplication from committee to committee that is occurring. Mode discussed a comparison in cost with the proposed model. Payne feels that the committee structure would result in longer meetings that may discourage people from running for the County Board. Frank talked about the option of moving meetings to night time. Wehmeier suggested that night meetings may discourage people from running as well. Wehmeier discussed the comments that he received from department heads. Wehmeier suggested we work on how we manage the meetings, including adding a timeline to agenda items and ensure that the committees are having discussion on policy and not on other things.

Motion by Braughler; Second by Rinard to advance this recommendation to the County Board for discussion at a proposed meeting of the whole in January. (Ayes-All) Motion carried.

**11. Discussion and possible action to authorize an Intergovernmental Agreement to Authorize a Consortium for Joint Purchasing of Employer Benefits**

Wehmeier explained that staff is working with Dodge County and other municipalities on an alternate plan for health insurance and other employee benefits. No decision has been made. This will likely be brought back to the committee in August. No action taken.

**12. Discussion and possible action on Wisconsin Counties Association (WDCA) Referendum – Dark Store**

Information from WCA was provided for review. Wehmeier explained that the WCA is asking counties to consider this advisory referendum. The committee discussed the referendum. The committee asked staff to draft language for a referendum for committee review.

Motion by Schroeder; Second by Braughler to direct Administration to draft language and recommend approval of the referendum by the County Board. (Ayes-All) Motion carried.

**13. Financial Reports (June)**

- 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.

**14. Update on Strategic Plan**

Wehmeier handed out information on the revised Strategic Plan goals. He talked about what has already been done and also what is being planned to accomplish these goals. The committee will review the action plan and discuss at the next meeting. No action taken.

**15. County Administrator's monthly report**

Wehmeier gave a verbal report highlighting the following: Finished up with the COOP Plan and updating documents, Classification Study, 2019 Budget, Solar Farms, Judge Weston farewell, County Fair and Strategic Plan Updates. No action taken.

**16. Discussion and possible action on tentative future meeting schedule and agenda items – (August 29, 2018)**

- Approval of July 25, 2018 Executive Committee meeting minutes
- Approval of August 13, 2018 County Board meeting minutes
- Performance evaluation of County Administrator and goals related to the Strategic Plan
- Discussion & possible action on performance bonus for County Administrator
- Financial Reports (July)
- Update on Strategic Plan Check-in: August or September

**17. Next meeting:** August 29, 2018 – 8:30 a.m.

**18. Adjourn**

Motion made by Mode; Second by Braughler to adjourn at 11:12 a.m. (Ayes-All) Motion Carried.