

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**September 26, 2018, 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 Braugher, Jim Schroeder, Jim Mode, Amy Rinard and Steve Nass.

Others Present: Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel; Connie Freeberg, Paralegal and Anita Martin.

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

Wehmeier certified compliance with the Open Meetings Law.

**4. Review of Agenda**

No changes made.

**5. Public Comment**

Martin spoke on item #10 Committee Minute Taking Format

**6. Approval of the August 29, 2018 committee meeting minutes**

Motion by Mode/Braugher to approve the August 29, 2018 Committee meeting minutes as presented. Motion passed 5-0.

**7. Approval of the September 11, 2018 County Board minutes**

Motion by Braugher/Schroeder to approve the September 11, 2018 County Board minutes as corrected. Motion passed 5-0.

**8. Communications**

None

**9. Update on Strategic Plan Check-In**

Wehmeier updated the committee on some progress on the Strategic Plan. There is a new strategic plan section included in the 2019 budget. Schroeder and Wehmeier gave a strategic plan presentation to the Towns Association. An RFP has been issued for the Comprehensive Plan. Staff met on Priority based budgeting. Steve Grabow will facilitate discussions with the land departments. No action taken.

**10. Discussion on Committee Minute Taking Format – J. Blair Ward**

Ward talked about a presentation that he and Barb Frank gave on guidelines for consistent minute taking. No action taken.

**11. Discussion and possible action on Broadband Forward! ordinance**

A copy of the ordinance was provided for review. Rinard explained that this is related to our Strategic Plan. Wehmeier will discuss this ordinance with staff and a draft an application for review at the next Executive Committee meeting. This will be discussed at the next meeting.

Motion by Nass/Mode to advance this ordinance for Broadband Forward! to the County Board for their consideration. Motion withdrawn. No action taken.

**12. Financial Reports (August)**

- 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.

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

Wehmeier gave a verbal report highlighting the following: working on 2019 budget; TID meetings; attended Community Engagement Center ground breaking in Whitewater, Public Policy Forum, People Against Domestic and Sexual Abuse (PADA), working on best practice for Termination of Parental Rights (TPR), attended Wisconsin Counties Association (WCA) Annual Conference. No action taken.

14. **Discussion and possible action on tentative future meeting schedule and agenda items –**

- Approval of September 26, 2018 Executive Committee meeting minutes
- Approval of October 9 & 23, 2018 County Board meeting minutes
- Financial Reports (September)
- Discussion on Property Assessed Clean Energy (PACE) issues

15. **Next meeting:** October 24, 2018 – 8:30 a.m.

16. **Adjourn**

Motion by Schroeder/Mode to adjourn at 9:39 a.m. Motion approved 5-0.