

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**May 30, 2019**

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 Mode, Amy Rinard, Jim Schroeder, Steve Nass and Jim Braugher.  
  
Others Present: Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel; Audrey McGraw, County Clerk; Sarana Stolar, Paralegal, Corporation Counsel; Anita Martin, Lake Mills, Walt Christensen; Frankie Fuller, Fort Atkinson, Ronnie Monroe, Aztalan and Joe Nehmer, Parks Director; Matt Zangl, Zoning Director.
3. **Certification of compliance with Open Meeting Law Requirements**  
Wehmeier certified compliance with the Open Meetings Law.
4. **Review of Agenda**  
Item #13 will be moved to accommodate committee members.
5. **Public Comment**  
Fuller spoke on climate change. Martin spoke on some issues that she would like addressed in the Comprehensive and Strategic Plans. Christensen suggested some additional issues that he would like addressed in the Comprehensive and Strategic Plan goals.
6. **Approval of the April 24, 2019 committee meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Schroeder/Mode to approve the April 24, 2019 committee meeting minutes as presented. Motion passed 5-0.
7. **Approval of the May 14, 2019 county board minutes**  
Draft minutes were provided for review.  
  
Motion by Mode/Nass to approve the May 14, 2019 County Board minutes as corrected. Motion passed 5-0.
8. **Communications**
  - Revised Financial Reports (County Clerk & Elections)
9. **Discussion and possible action on distribution of County Board meeting minutes**  
The committee discussed the possibility of emailing the county board minutes instead of printing them for the County Board. No action taken.
10. **Discussion and possible action on publication of the “Official Proceedings” booklet of the County Board**  
The committee discussed printing the “Official Proceedings” booklets. The committee supports printing fewer booklets in the future. No action taken.
11. **Discussion and updates on Strategic Plan**  
Wehmeier shared some suggestions that he received on the Strategic Plan goals. The committee supports these changes.  
  
Motion by Nass/Schroeder to amend the strategic plan goals to incorporate the changes and forward to the County Board for their consideration. Motion passed. 5-0.
12. **Discussion and possible action on restructuring of County Board committees**  
The Finance Committee and Human Resources Committee will be combined on a trial basis through the regular process of amending the County Board Rules to take effect in April 2020.

13. **Convene in closed session pursuant to state statute 19.85 (1)(c), “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” to conduct the County Administrator’s annual review and discuss the County Administrator’s 2019 contract, including but not limited to, the method and criteria used for evaluating the County Administrator’s performance.**

Motion by Braughler/Schroeder to convene in closed session. Roll call vote was taken. Motion passed 5-0.

14. **Reconvene in open session to take possible action on items discussed in closed session**

Motion by Mode/Schroeder to reconvene in open session. Motion passed 5-0. No action taken.

15. **Financial Reports (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. **County Administrator’s monthly report**

Wehmeier gave a verbal report highlighting the following: South Central Housing meeting, WMMIC Annual meeting, RA Smith and joint county/city park project meetings; Waukesha County Budget Team; MadRep & M7 meetings. No action taken.

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

- Approval of May 30, 2019 Executive Committee meeting minutes
- Approval of June 11, 2019 County Board meeting minutes
- Strategic Plan Discussion and Update
- Financial Reports (May)

18. **Next meeting:** June 26, 2019 at 8:30 a.m.

19. **Adjourn**

Motion by Mode/Braughler to adjourn at 10:00 a.m. Motion approved 5-0.