

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

July 31, 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 Braughler, Jim Mode, Amy Rinard, Jim Schroeder and Steve Nass.

Others Present: Ben Wehmeier, County Administrator; Anita Martin, Lake Mills; Supervisor Walt Christensen; Supervisor Joan Fitzgerald; Audrey McGraw, County Clerk; Sarana Stolar, Corporation Counsel; J. Blair Ward, Corporation Counsel and 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**
No Changes.
5. **Public Comment**
None
6. **Approval of the June 26, 2019 committee meeting minutes**
Draft minutes were provided for review.

Motion by Mode/Nass to approve the June 26, 2019 committee meeting minutes as presented. Motion passed 5-0.
7. **Approval of the July 9, 2019 county board minutes**
Draft minutes were provided for review.

Motion by Schroeder/Mode to approve the July 9, 2019 County Board minutes as corrected. Motion passed 5-0.
8. **Communications**
None
9. **Discussion and updates on Strategic Plan**
Motion by Nass/Mode to postpone this until the next meeting. Motion passed 5-0.
10. **2020 Census Discussion**
Wehmeier talked about prepping for the 2020 Census. No action taken.
11. **Discussion and possible action on forming a Complete Count Committee**
Wehmeier explained that we were asked to form a Complete Count Committee. A sample resolution and other information was provided for review. He needs guidance on who should serve on this committee and who should appoint them.

Motion by Braughler/Mode to form a Complete Count Committee authorizing Wehmeier discretion to draft a resolution to match what was discussed and forward the resolution to the County Board for their consideration. Motion passed. 5-0.
12. **Discussion and possible action on establishing a County Condemnation Commission per Wis. Stat 32.08 and to establish an hourly rate per commissioner per 32.08 (4)**
Wehmeier explained that there is a need to establish a County Condemnation Commission. A draft resolution was provided for review.

Motion by Schroeder/Nass to authorize the administrator to draw up a resolution to form a County Condemnation Commission according to state statute and forward to the County Board for their consideration. Motion passed 5-0.
13. **Comprehensive Plan Update**
Wehmeier gave an update on the Comprehensive Plan. No action taken.

14. **Financial Reports (YTD)**
 - 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.

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

Wehmeier gave a verbal report highlighting the following: Meetings with internal departments to vision the future, Maas Bros regarding facilities, 2020 Budget preparation, City of Lake Mills Joint Review Board for TID Districts, Comprehensive Plan, County Fair, Farm Tech Days, Watertown Community Health Foundation, Drug and Alcohol Court graduation, Economic Development meeting at Ixonia Bank, work on old highway site, Finalizing Certified Survey Map (CSM) with the City for the joint park land, Parks/DNR meeting regarding future development of Holzhueter Park. No action taken.

16. **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 Mode/Nass to convene in closed session at 9:15 a.m. Roll call vote was taken. Motion passed 5-0.

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

Motion by Schroeder/Mode to reconvene in open session at 9:52 a.m. Motion passed 5-0. No action taken.

Motion by Schroeder/Rinard based on the fact that the administrator met all of the goals set for him we are releasing the performance bonus. Motion passed 5-0.

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

- Approval of July 30, 2019 Executive Committee meeting minutes
- Approval of August 9, 2019 County Board meeting minutes
- Comprehensive Plan Update
- Closed Session
- Financial Reports

19. **Next meeting:** August 28, 2019 at 8:30 a.m. September 25, 2019 at 9:00 a.m.

20. **Adjourn**

Motion by Nass/Mode to adjourn at 9:56 a.m. Motion approved 5-0.