

COMMITTEE MINUTES

February 23, 2022

Executive Committee

1. **Call to Order**
Meeting was called to order by Rinard at 8:30 a.m.
2. **Roll Call**
Members present: Amy Rinard, Chair; Steve Nass, Michael Wineke,
Members present via ZOOM: Conor Nelan, Secretary; Jim Braughler, Vice Chair
Others Present: Ben Wehmeier, County Administrator; Ron Locast and Lindsay Czerwien, Potter Lawson; J. Blair Ward, Corporation Counsel; Supervisor Anita Martin; Supervisor Laura Payne
Others present via ZOOM: Joan Callan
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 January 26, 2022 Executive Committee meeting minutes**
Draft minutes were provided for review.

Motion by Nass/Wineke to approve the committee meeting minutes from January 26, 2022 as printed. Motion passed 5-0.
7. **Approval of February 8, 2022 County Board meeting minutes**
Draft minutes were provided for review.

Motion by Wineke/Nass to approve the County Board meeting minutes from February 8, 2022 as printed. Motion passed 5-0.
8. **Communications**
None
9. **Discussion and possible action on special county board meeting**
The committee discussed scheduling a special county board meeting for a final update on courthouse/sheriff's office plan designs.

Motion by Nass/Wineke to schedule a County Board meeting to address the final design plan update on April 4, 2022, at 7:00 p.m. Motion passed 5-0.
10. **Discussion and possible action on design development of county board room layout**
Locast showed multiple floor plans for the county board room.

Motion by Nass/Wineke to recommend Option 2 or 2.1 depending on stairway location. Motion passed 4-1. Braughler no.
11. **Discussion on annual reports**
The committee doesn't see a need for any changes at this point. No action taken.
12. **Discussion and possible action on 2022-2024 official newspaper publication bids**
Bids were provided for review. The Daily Union will be designated as the official newspaper for Jefferson County. The committee would like to continue publishing the minutes in the Daily Union and Watertown Daily Times and try the 6.5 font size.

Motion by Wineke/Nass to designate the Daily Union as Jefferson County's official newspaper and recommend the bid for publishing the minutes in both papers and try the 6.5 font size with the option to adjust font size. Motion passed 5-0.

13. **Discussion and possible action on amendments to the County Board of Supervisors Rules of Order and county board meeting procedures**

The committee considered the proposed changes. No action taken.

Nelan out at 11:00 a.m.

14. **Discussion and possible action on county board orientation**

A proposed orientation outline was provided for review. The orientation scheduled for April 12th will go over basics. Some of the other topics will be broken down through the year as topics arise. No action taken.

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

Wehmeier highlighted the following: bid packets for south campus and Fair Park, budget amendments, employee evaluations, scheduling building project meetings, broadband meetings, Legislative Exchange, collaboration initiatives, WMMIC meetings and recruitment of WMMIC director, updating sheriff's policies. No action taken.

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

Joint meeting on March 3rd at 8:30 a.m. Regular meeting is scheduled for and March 30, 2022 at 8:30 a.m.

Agenda Items:

- Approval of February 23, 2022 Executive Committee minutes
- Approval of March 8, 2022 County Board minutes
- Financial Reports
- County Administrator's Monthly Report
- Discussion and possible action on County Board Supervisor Orientation

Adjourn

Motion by Nass/Wineke to adjourn at 11:37 a.m. Motion passed 4-0.