

COMMITTEE MINUTES

October 25, 2023

Executive Committee

1. Call to Order

Meeting was called to order by Wineke at 8:30 a.m.

2. Roll Call

Members present: Joan Fitzgerald, Steve Nass, Blane Poulson, Michael Wineke.

Members present via ZOOM: Brandon White

Others Present: Ben Wehmeier, County Administrator; Michael Luckey, Supervisor Anita Martin, Blair Ward, Corporation Counsel; Matt Zangl, Zoning Director

Others Present via ZOOM: Danielle Thompson, Corporation Counsel, Dana Scherer, Cindy Hamre Incha, Tina Gleisner-Hotter, Clerk of Courts

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 September 27, 2023 Executive Committee Meeting Minutes

Draft minutes were provided for review.

Motion by Fitzgerald/Poulson to approve the September 27, 2023 Executive Committee meeting minutes as printed. Motion passed 4-0.

7. Approval of October 10, 2023 County Board minutes

Draft minutes were provided for review.

Motion by Poulson/Fitzgerald to approve the October 10, 2023 County Board minutes as amended. Motion passed 4-0.

8. Discussion on County's Strategic Plan

Wehmeier said that the Strategic Plan was approved. Priority based budgeting meetings will be scheduled. Luckey said that the goal is to update the County Board on a quarterly basis. No action taken.

9. Discussion and possible action on Resolution - Amending supervisory district boundaries to reflect annexations

A draft resolution was provided for review. Zangl was present and explained that there were two annexation changes since last time. This resolution should be brought before the County Board in November.

Motion by Nass/Poulson to approve the Resolution – Amending supervisory district boundaries to reflect annexations and forward to the County board for their consideration in November. Motion passed 5-0.

10. Discussion on process for reviewing Board Rules and developing county board orientation

Wehmeier said staff were meeting with new county board supervisors for ideas on what we could do better in orientation including what topics should be included. There was an overview of the Board Rules and the County Board meeting. It was suggested that a deadline be set for offering suggestions for changes to the County Board Rules. An email will be sent including the timeline and process. No action taken.

11. Discussion and possible action on codifying county ordinances

Wehmeier explained the process of codifying the county ordinances. Staff are looking for guidance from the Executive Committee and county departments on what should be included in the code book. No action taken.

12. Financial Reports

- Clerk of Courts
- Corporation Counsel
- County Administrator
- County Board
- 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: Town of Ixonia TID meetings, finalizing 2024 Budget, building project and moves, local government officials meeting, broadband work, THRIVE Annual meeting, Habitat for Humanity is expanding services to Jefferson County, Veterans Benefit Event. Luckey met with legislators and gave an update on proposed bills, will be trained on financial counseling for housing. Ward is transitioning into his retirement. Next week will be his last week in the office. No action taken.

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

Regular Meeting – November 29, 2023 at 8:30 a.m.

Agenda Items:

- Approval of October 25, 2023 Executive Committee minutes
- Approval of November 14, 2023 County Board minutes
- Strategic Plan Update
- Discussion on Reviewing Board Rules
- Discussion on County Board Orientation
- Financial Reports
- County Administrator's Monthly Report

15. Adjourn

Motion by Nass/Poulson to adjourn at 9:34 a.m. Motion passed 5-0.