

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

January 30, 2008

Administration & Rules Committee

1. Call to Order.

Meeting was called to order by Sharon Schmeling at 8:32 a.m.

2. Roll Call.

Members present: Sharon Schmeling, Paul Babcock, Jim Mode, Greg Torres.

Absent: Steve Nass

Others Present: County Administrator Gary Petre, Supervisor John Molinaro, Connie Freeberg, Paralegal, Paula Sumpter, Management Analyst, Phil Ristow, Corporation Counsel, Ellen Braatz, Benefits Administrator, Dave Ehlinger, Accounting Manager, Barb Frank, County Clerk, Chief Deputy Kevin Stapleton and Captain Duane Scott

3. Certification of compliance with Open Meeting Law Requirements.

The County Administrator certified compliance.

4. Review of Agenda.

Items to be taken in order on agenda.

5. Public Comment.

Gary Petre introduced Paula Sumpter, the new Management Analyst.

Barb Frank announced that WPS had reached an agreement with Aurora Health Care

6. Approval of November 28, 2007 & December 28, 2007, Administration & Rules Committee minutes.

Motion made by Paul Babcock; Seconded by Greg Torres to approve the minutes from November 28th and December 28, 2007. (Motion Carried)

7. Correction and approval of the January 8, 2008, County Board minutes.

A motion was made by Paul Babcock to approve the minutes as corrected; seconded by Jim Mode. (Motion carried).

8. Discussion and possible action on creating a Historical Preservation Commission.

Supervisor Molinaro and Phil Ristow discussed some options the County has for the creation of a Historical Preservation Commission. A revised draft of an ordinance from LaCrosse County will be sent back to the Zoning & Planning Committee with the support of the Administration & Rules Committee

Motion made by Jim Mode; Seconded by Greg Torres to forward the LaCrosse County ordinance with revisions back to the Zoning & Planning Committee with a fiscal note added. (Motion Carried)

9. Status of Request for Proposal (RFP) for operational audit of Sheriff's Department.

Petre provided an updated of the operational audit to the Committee.

- 10. Discuss 2007 Annual County Board & Committee Per Diem and Expense Report**
The committee reviewed the reports.

- 11. Open and make recommendation on official newspaper bid**
Bids were presented to the Committee. Two bids were received: Watertown Daily Times \$927.20; Daily Jefferson County Union \$1,024.80. The committee directed the Administrator's office to gather more information on geographical circulation and retail outlets. No decision was made. Mode will abstain from voting due to a conflict of interest.

- 12. Discussion and possible action on recommendations in the Administrative Operational Audit.**

Tabled until February 4th, 2008 meeting

- 13. Review and possible action on County Board committee structures**

Tabled until February 4th, 2008 meeting

- 14. Review and possible action on County Board Rules/dates of upcoming meetings**

The committee reviewed and discussed the meeting dates.

Motion made by Paul Babcock; Seconded by Jim Mode to recommend the 2008-2010 meeting dates as revised. (Motion carried)

- 15. Consider a proposed County board rule amendment authorizing the County Board Chairman to cancel a meeting and close County department operations in the event of inclement weather.**

The committee discussed giving authority to the Board Chair to cancel meetings.

Motion made by Jim Mode; Seconded by Paul Babcock to develop a rule authorizing the County Board Chair to cancel a meeting. (Motion Carried)

- 16. Tentative future Agenda items and Meeting Dates**

February 4th, 2008 8:30 a.m.

- Make recommendation on official newspaper bid
- Discussion and possible action on recommendations in the Administrative Operational Audit
- Review and possible action on County Board committee structures

February 27th, 2008 8:30 a.m.

- Resolutions from other counties
- Discuss orientation of County Board Members

- 17. Adjourn.**

Motion made by Greg Torres; Seconded by Paul Babcock to adjourn at 10:03 a.m. Motion carried.