

AGENDA

Administration & Rules Committee

Jefferson County Courthouse

320 S. Main Street

Jefferson, WI 53549

September 25, 2013

Room 112

8:30 a.m.

Committee Members

Paul Babcock – James Braugher - Jim Mode – John Molinaro, Chair

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meeting Law Requirements
4. Review of Agenda
5. Public Comment
6. Approval of August 28, 2013 Administration & Rules Committee meeting minutes
7. Approval of the September 10, 2013 County Board meeting minutes
8. Communications
9. Power Point presentation on QRs
10. Discussion and possible action on Supervisor Kuhlman's resignation, possible appointment to fill the vacancy for Supervisory District 8 and the 2nd Vice Chair position
11. Update on County Board Chairman Committee appointments
12. Discussion and possible action on Committee oversight of County departments
13. Update on research for using electronic media to reduce hard copies by providing supervisors laptops or other devices for the County Board to obtain their information
14. Discussion regarding Lynda.com training opportunities
15. Discussion and possible action on the reporting of grant applications
16. Consider revision of Ordinance 2011-11 to assign annexed territory to the supervisory district that best promotes election efficiency, and to further refine the district assignment procedure following an annexation
17. Discussion and possible action on courthouse address change
18. Discussion and possible action on resolutions, letters or reports from other governmental agencies
19. Review Administration and County Board Financial Report
20. County Administrator's monthly report
21. Tentative Future Meeting and Agenda Items

October 30	November TBA	January 29	March 26
	December TBA	February 26	April 30

All meetings in Room 112 at 8:30 a.m. unless noted.

22. Adjourn

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

#6

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

August 28, 2013
Administration & Rules Committee

1. Call to Order

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

2. Roll Call

Administration and Rules Committee Members

Members present: John Molinaro, Paul Babcock, James Braughler, Jim Mode and Rick Kuhlman.

Others Present: Ben Wehmeier - County Administrator; Tammie Jaeger – Administrative Secretary; Connie Freeberg – Paralegal II; Phil Ristow – Corporation Counsel; Barbara Frank – County Clerk; Supervisor Dick Schultz; Stacie Hoffman – Register of Deeds.

3. Certification of compliance with Open Meeting Law Requirements

Staff certified compliance with the open meeting law.

4. Review of Agenda

No changes made.

5. Public Comment

None

6. Approval of July 31, 2013 Administration & Rules Committee meeting minutes

Motion made by Supervisor Babcock; Second by Supervisor Mode to approve the July 31, 2013 Administration & Rules Committee meeting minutes as printed. (Ayes-All) Motion carried.

7. Approval of August 13, 2013 County Board minutes

Corrections were distributed for the committee members to review.

Motion made by Supervisor Mode; Second by Supervisor Braughler to approve the August 13, 2013 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. Communications

- County Administrator Monthly Report

9. Update on research for using electronic media to reduce hard copies by providing supervisors laptops or other devices for the County Board to obtain their information

John Molinaro explained that they have received the Chromebooks and three supervisors have been trained on them. John's intern is also working on QRs. She will present a power point presentation to the committee next month. The use of QRs will also be discussed with Department Heads. No action taken.

10. Resolutions from Wisconsin Counties Association

a. **Resolution 1 "Opposing State legislation Setting Hours for Obtaining Absentee Ballots"**

The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.

b. **Resolution 2 "Supporting Same Day Voter Registration"**

The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.

c. **Resolution 3 "Supporting Same Day Voter Registration"**

The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.

- d. **Resolution 4 "Requesting the State Amend Wisconsin's Open Records Law"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- e. **Resolution 5 "Urging the State Legislature to Enact Legislation that Prohibits an Entity from Foreclosing on Property Unless that Entity, Itself, Has a Recorded Interest in the Property"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- f. **Resolution 6 "Requesting the State Enact Legislation that Prohibits an Entity from Foreclosing on Property Unless that Entity Itself has a Recorded Interest in the Property"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- g. **Resolution 7 "Supporting 2013 Senate Bill 45 to Indicate Veteran Status on an Operator's License or Identification Card"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- h. **Resolution 8 "Advocating a Local Government Option to Engage in Collective Bargaining"**
The committee does not support this resolution. WCA indefinitely postponed.

Motion made by Supervisor Mode; Second by Supervisor Kuhlman not to support this resolution. (Ayes-All) Motion carried.
- i. **Resolution 9 "Supporting Clean Energy Choice for Wisconsin"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- j. **Resolution 10 "Supporting Clean Energy Choice for Wisconsin"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- k. **Resolution 11 "Supporting Northern Wisconsin Counties in Urging the National Forest Service to Harvest Forest Products at the Allowable Sale Quantity (ASQ) from the Chequamegon-Nicolet National Forest"**
The committee supports this resolution. No action taken.
- l. **Resolution 12 "Requesting the Wisconsin DNR continue PM 2.5 Monitoring in the Wisconsin 2014 Air Monitoring Network Plan"**
The Committee does not have enough knowledge to recommend an opinion on this resolution. The County Board Chair will get more clarification on this resolution. No action taken.
- m. **Resolution 13 "Opposing the Proposed Modification to the Medical Assistance Purchase Plan (MAPP)"**
This has been vetoed by the Governor. No action taken
- n. **Resolution 14 "Urging Governor Walker to Re-Visit his Voucher Proposal as it Relates to Special Needs Education"**
This has already been approved. No action taken.
- o. **Resolution 15 "Urging Wisconsin to Use Federal Medicaid Funding to Improve BadgerCare"**
The committee supports this resolution. The County Board Chair will get clarification on this resolution. No action taken.
- p. **Resolution 16 "Supporting Assembly Bill 53 and Senate Bill 38 Requiring the State to Take Action to Qualify for Enhanced Federal Medicaid Funding"**
The committee supports this resolution. The County Board Chair will get clarification on this resolution. No action taken.

- q. **Resolution 17 "Family Care Responsibility for State Institutional Placements"**
Jim Mode explained this resolution. The committee supports this resolution. No action taken.
- r. **Resolution 18 "Opposing Legislation Allowing Bail Bondsmen in Wisconsin"**
This has been vetoed. No action taken.
- s. **Resolution 19 "Opposing State Legislation Re-Introducing the Use of Bail Bondsmen in Wisconsin"**
This has been vetoed. No action taken.
- t. **Resolution 20 "Urging the State Legislature to Adopt 2013 Assembly Bill 9 to Permit Law Enforcement Officials and Qualified Former Officers to Carry a Firearm on School Grounds and on Certain Posted Private Properties"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- u. **Resolution 21 "Urging the State Legislature to Re-Examine Section 968.255 of the Wisconsin Statutes Regarding Strip Searches and to Clarify the Language therein in Consideration of the Recent United States Supreme Court Decision Pertaining to this Matter"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- v. **Resolution 22 "Supporting 2013 Assembly Bill 33 Extending the Time Period Counties May Seek Reimbursement by Civil Action for Certain Expenses Incurred in Relation to Crimes for Which a Person was Sentenced or Confined in Jail"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- w. **Resolution 23 "Supporting Increased State Funding for Local Alternatives to Incarceration for Nonviolent and Low Risk Offenders"**
The committee supports this resolution. No action taken.
- x. **Resolution 24 "Supporting Legislation Expanding the Treatment Alternatives and Diversion Program"**
The committee supports this resolution. No action taken.
- y. **Resolution 25 "Requesting State Officials and Governor Walker to Re-Examine the Policies that have Resulted in Historically High incarceration Rates in Wisconsin"**
The committee discussed and supports this resolution. No action taken.
- z. **Resolution 26 "Requesting the State to Enhance Cell Phone Emergency Response Funding"**
The committee discussed and supports this resolution. No action taken.
- aa. **Resolution 27 "Restoring 911 Surcharge Funds (Police and Fire Protection Fee) to its Original Purpose and Maintain Current Funding Levels for Shared Revenue"**
The committee discussed and supports this resolution. No action taken.
- bb. **Resolution 28 "Restoring Funding for Circuit Court Support, Guardian Ad Litem, and Interpreter Reimbursement to the 2006-2007 Funding Levels"**
The committee discussed and supports this resolution. No action taken.
- cc. **Resolution 29 "Requesting that the State of Wisconsin Restore Circuit Court Funding for Guardian Ad Litem and Court Support Programs"**
The committee discussed and supports this resolution. No action taken.
- dd. **Resolution 30 "Requesting an Adequate Level of Funding to Support Circuit Courts"**
The committee discussed and supports this resolution. No action taken.
- ee. **Resolution 31 "Urging the State of Wisconsin to Restore Victim/Witness Funding"**
The committee discussed and supports this resolution. No action taken.

- ff. **Resolution 32 "Supporting Efforts to Protect our Children and our Communities and Urging Federal and State Elected Officials to Enact Common Sense Solutions to Protect Citizen's Life, Liberty and Pursuit of Happiness"**
The committee discussed this resolution. WCA Indefinitely postponed. The County Board chair will get clarification on this resolution. No action taken.
- gg. **Resolution 33 "Requesting the State Legislature Eliminate Antiquated Tax Rate Limits for Counties"**
This is already in the budget. No action taken.
- hh. **Resolution 34 "Supporting Efforts to Maintain the Tax Exempt Status of Municipal Bonds"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- ii. **Resolution 35 "Supporting Legislation Requiring Online-Only Retailers to Collect and Remit Wisconsin Sales Tax"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- jj. **Resolution 36 "Supporting Legislation Requiring Online-Only Retailers to Collect and Remit Wisconsin Sales Tax"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No further action taken.
- kk. **Resolution 37 "Urging State Legislators to Vote in Favor of Transportation Dollars for Transportation"**
Supervisor Dick Schultz discussed this resolution. WCA indefinitely postponed. The committee does not support this resolution. No action taken.
- ll. **Resolution 38 "Supporting Legislation to Amend the Wisconsin Constitution in Favor of Transportation Dollars for Transportation"**
Supervisor Dick Schultz discussed this resolution. WCA indefinitely postponed. The committee does not support this resolution. No action taken.
- mm. **Resolution 39 "Requesting the Wisconsin DOT Increase the Level of Service Frequency for Mowing on the State Trunk Highway and Interstate Exit Areas"**
The committee discussed this resolution. WCA indefinitely postponed. The committee supports this resolution. No action taken.
- nn. **Resolution 40 "Requesting the Wisconsin Legislature Amend State Statutes to Allow Counties to Adjust Compensation for Elective Officials During their Four-Year Terms"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No action taken.
- oo. **Resolution 41 "Requesting the Wisconsin State Legislature Reconsider Requirements for Counties to Set Constitutional Officer Salaries for Their Entire four-Year Term"**
The Committee supports this resolution. A similar resolution was approved by the County Board. No action taken.
- pp. **Resolution 42 "Requesting Restoration of Base-Level Funding to County Land Conservation Programs as Supported by the Wisconsin Counties Association, Wisconsin Farmers Union, and Wisconsin Farm Bureau Federation"**
The committee supports this resolution. No action taken.
- qq. **Resolution 43 "Requesting that the State Restore Base-Level Funding as Supported by the Wisconsin Counties Association and the Wisconsin Farm Bureau"**
The committee supports this resolution. No action taken.
- rr. **Resolution 44 "Supporting Wisconsin's Acceptance of Federal Funding to Expand Coverage for the State Medicaid Program (BadgerCare), Guaranteeing Coverage to Low Income Adults"**
The committee supports this resolution. No action taken.

ss. **Resolution 45 "Supporting Local Control and Adjusting Statutory Property Tax Levy Limit"**

The committee discussed and supports this resolution. No action taken.

11. **Discussion and possible action on resolutions, letters or reports from other governmental agencies**

- a. Memo from Racine County "Prioritize road maintenance first, new construction second"

The committee discussed this memo and supports this idea.

Motion made by Supervisor Mode; Second by Supervisor Braughler to forward a resolution to the County Board supporting road maintenance first, new construction second. (Ayes-All) Motion carried.

12. **Review Administration and County Board Financial Report.**

Financial reports were provided for the committee to review. John Molinaro and Ben Wehmeier commented on their budgets. No action taken.

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

Ben Wehmeier reviewed his monthly report and addressed questions from the Committee.

14. **Tentative Future Agenda Items and Meeting Dates**

- Approval of August 28, 2013 Administration & Rules Committee meeting minutes
- Approval of September 10, 2013 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- Update on research for using electronic media to reduce hard copies by providing supervisors laptops or other devices for the County Board to obtain their information
- Power Point presentation on QRs
- County Administrator's monthly report
- Reapportionment item from Phil's email
- Consider revision of Ordinance 2011-11 to assign annexed territory to the supervisory district that best promotes election efficiency, and to further refine the district assignment procedure following an annexation

15. **Adjourn**

Motion made by Supervisor Kuhlman; Second by Supervisor Babcock to adjourn at 9:39 a.m. (Ayes-All) Motion Carried.

Future Tentative Meeting Dates

September 25	November 26
October 30	December 25

The December 25 meeting time will be determined at a later date.

#7

**CORRECTIONS TO BE MADE TO
SEPTEMBER 10, 2013, JEFFERSON COUNTY BOARD MINUTES**

Your pages 74 thru 95:

Footnote – The footnote on each of these pages has the incorrect page number. The pages should be numbered from 86 thru 97.

Your page 88; corrected page 90:

Lines 4 and 5 – Underline the following: (NOTE: 22,897 sq. feet of area both heated and cooled)

Your page 92; corrected page 94:

Line 15 – Insert a strikethrough the period after the word then.

Your page 93; corrected page 95:

Line 16 – The figures in columns 2 and 4 should be aligned with the figures on line 22.

Line 17 – The figures in columns 2, 3 and 4 should be aligned with the figures on line 22.

Line 19 – The figures in columns 2, 3 and 4 should be aligned with the figures on line 22.

Line 20 – The figures in columns 2, 3 and 4 should be aligned with the figures on line 22.

Office of the Sheriff - Jefferson County



411 S. Center Avenue
Jefferson, Wisconsin 53549-1703

Paul S. Milbrath, Sheriff

Jeffrey Parker, Chief Deputy

Jerry Haferman
Administrative Captain

★

Duane Scott
Patrol Captain

★

Paul Wallace
Jail Captain

September 16, 2013

COPY

Mr. John Molinaro
Jefferson County Board Chair
Jefferson County Courthouse
320 S. Main Street
Jefferson, WI 53549

Dear Mr. Molinaro:

Enclosed please find a copy of a resignation letter from District 8 County Board Supervisor Rick Kuhlman. The original letter will be placed on file with the Jefferson County Clerk of Courts.

Sincerely,

Paul S. Milbrath
Sheriff

PSM:tw

September 11, 2013

ORIGINAL

Mr. John Molinaro
County Board Chair
And Fellow County Board Supervisors

Dear Mr. Molinaro & Supervisors,

I am writing to inform you of my decision to resign from my position as District 8 Supervisor with Jefferson County, effective September 11, 2013.

I appreciate the opportunities I have been given with Jefferson County. It has been my great pleasure, over the past 7-½ years, to work alongside so many good people that serve the people of Jefferson County. I can no longer commit to the demands of this position as business and family are needing more of my time.

I only wish the best to all of you.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Rick Kuhlman', with a large, stylized initial 'R'.

Rick Kuhlman

#11



JEFFERSON COUNTY BOARD

Jefferson County Courthouse
320 S. Main Street Room 204 A
Jefferson, WI 53549
Telephone (920) 674-8607

JOHN M. MOLINARO
County Board
Chairman

Board Rule 3.05(1)* Appointment to Standing Committee

I, John Molinaro, chairman of the County Board of Supervisors, Jefferson County,
Wisconsin, as the appointing authority for standing committees, hereby appoint
Mike Kelly to INFRASTRUCTURE Committee,
Effective 9/17, 2013.

Dated this 13 day of Sept., 2013.

A handwritten signature of John Molinaro in dark ink, written over a horizontal line.
John Molinaro

#11



JEFFERSON COUNTY BOARD

Jefferson County Courthouse
320 S. Main Street Room 204 A
Jefferson, WI 53549
Telephone (920) 674-8607

JOHN M. MOLINARO
County Board
Chairman

Board Rule 3.05(1)* Appointment to Standing Committee

I, John Molinaro, chairman of the County Board of Supervisors, Jefferson County,
Wisconsin, as the appointing authority for standing committees, hereby appoint
Ed Morse to PARKS Committee,

Effective 9/17, 20 13

Dated this 13 day of Sept, 20 13

A handwritten signature in dark ink, appearing to read "John Molinaro".
John Molinaro

- Admin & Rules
 - o County Administrator
 - o Circuit Court Judges as needed to discuss operations
 - o Clerk of Courts
 - o Register of Deeds
 - o Corporation Counsel
- Finance Department
 - o County Treasurer
 - o County Clerk
 - o Finance Department
 - o Child Support
- Infrastructure
 - o MIS
 - o *note – Central Services does not report here as direct report, may want to consider this for the future
- Law and Emergency Management
 - o Sherriff
 - o Emergency Management
 - o DA
 - o Coroner
- Planning & Zoning
 - o Land Information/Surveyor
 - o Planning and zoning