

AGENDA

Administration & Rules Committee

Jefferson County Courthouse

311 S. Center Avenue

Jefferson, WI 53549

Wednesday, February 24, 2016, Room 112, 8:30 a.m.

Committee Members

James Braughler, Vice Chair; Jennifer Hanneman; Steve Nass, Secretary; Amy Rinard, Chair; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of the January 27, 2016 Committee meeting minutes
7. Approval of the February 9, 2016 County Board meeting minutes
8. Communications
9. Discussion and possible action on bids for County's official newspaper
10. Discussion and possible action to dissolve the Sustainability Task Force and reassign duties to the Infrastructure Committee
11. Discussion and possible action to incorporate the Farmland Conservation Easement Commission with Land & Water Conservation Committee
12. Discussion and possible action on additional amendments to the Board Rules for 2016-2018
13. Discussion and possible action on Resolution "In Support of the Wisconsin Department of Health Services Enhancing the Quality of the Medicaid Non-Emergency Medical Transportation system" referred to the Human Services Board
14. Discussion and possible action on Resolution "Opposing any Legislation Expanding the Subpoena Process" referred to the District Attorney's office
15. Discussion and possible action on resolutions, letters or reports from other governmental agencies
 - a. Door County Resolution "Recommendations as to Legislation that Impacts Planning, Zoning and Land Use Laws"
 - b. Outagamie County Resolution "Oppose any legislation which would allow a dairy farmer to sell unpasteurized (raw) milk and raw milk products"
16. Discussion and possible action on Task Force assignments – County Board Committee and work flow process
17. County Administrator's monthly report
18. Tentative Future Meeting and Agenda Items (March 30, 2016)
All meetings in Room 112 at 8:30 a.m. unless noted
19. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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.

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

January 27, 2016
Administration & Rules Committee

#6

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, Jennifer Hanneman, Jim Schroeder, Amy Rinard and Steve Nass.

Others Present: Ben Wehmeier, County Administrator; Tammie Jaeger, Administrative Secretary; Connie Freeburg, Paralegal II; Staci Hoffman, Register of Deeds, Barb Frank, County Clerk; J. Blair Ward, Corporation Counsel; Brian Lamers, Finance Director and Sharon Ehrhardt, Solid Waste Program Assistant.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No changes.

5. Public Comment

None

6. Approval of November 25, 2015 Committee meeting minutes

Motion by Hanneman; Second by Schroeder to approve the November 25, 2015 Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. Approval of the December 8, 2015 County Board meeting minutes

Motion by Hanneman; Second by Braughler to approve the December 8, 2015 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. Communications

- New Land Records Management System for register of Deeds Office

9. Discussion and possible action on a budget amendment authorizing use of restricted funds towards a new records management system for Register of Deeds

Hoffman explained that she is looking for support in purchasing a new records management system. Fidar Technologies Avid Life Cycle submitted a quote of \$75,500 with an additional annual maintenance fee of \$30,000 per year. The Finance Committee supports this purchase.

Motion by Nass; Second by Hanneman to approve this request and forward to the County Board for their consideration. (Ayes-All) Motion carried.

10. Discussion and possible action on amending the ordinance on the Jefferson County Criminal Justice Collaborating Council

A copy of a draft ordinance "Amend the Jefferson County Criminal Justice Collaborating Council" was provided for review. Wehmeier explained that the CJCC recommended that the Corporation Counsel be a part of this group.

Motion by Nass; Second by Hanneman to amend the ordinance to include the Corporation Counsel. (Ayes-All) Motion carried.

11. Discussion and possible action on amendments to the Board Rules for 2016-2018

A copy of the current Board Rules and proposed changes were provided for review. The committee discussed the County Board meeting date conflicts and discussed other proposed changes.

Motion by Schroeder; Second by Nass to approve the proposed County Board meeting date changes. (Ayes-All) Motion carried.

Motion by Nass; Second by Braughler to forward the changes as amended to the County Board for their consideration. (Ayes-All) Motion carried.

Rinard provided a handout with additional changes for the committee to review. The Committee reviewed the changes and made additional revisions. A revised draft of the Board Rules will be provided to all County Board Supervisors for their review. This will be discussed at the next meeting. No further action taken.

12. Discussion and possible action on the bid procedure for the Official Newspaper

Handouts were provided for review. Bids will be reviewed at the next meeting and forwarded to the County Board for their consideration in March.

Motion by Braughler; Second by Hanneman to approve the bid procedure for the official newspaper as amended. (Ayes-All) Motion carried.

13. Discussion and possible action on Resolution "In Support of the Wisconsin Department of Health Services Enhancing the Quality of the Medicaid Non-Emergency Medical Transportation system"

A copy of the resolution was provided for review. This resolution will go back to the Human Services Board for review at their next meeting.

Motion by Schroeder; Second by Nass to forward to the County Board for their consideration, contingent on the support of the Human Services Board. (Ayes-All) Motion carried.

14. Discussion and possible action on Resolution "Supporting Amendment to 2009 Wisconsin Act 50 and to support 2015 Assembly Bill 515"

A copy of the resolution was provided for review.

Motion by Nass; Second by Hanneman to advance this resolution to the County Board for their consideration. (Ayes-All) Motion carried.

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

a. Racine County Resolution - "Opposing any Legislation Expanding the Subpoena Process"

A copy of the resolution was provided for the committee to review. This resolution will be forwarded to the District Attorney's Office for their recommendation. No action taken.

b. Shawano County Resolution - "To Urge Amending the Law Concerning County Payment for Library Services"

A copy of the resolution was provided for the committee to review. The committee opposes this resolution. No action taken.

c. Kewaunee County Resolution - "In Support of a National Marine Sanctuary in Wisconsin's Mid-Lake Region and Inclusion of Kewaunee County's Coastal Areas"

A copy of the resolution was provided for the committee to review. No action taken.

16. Discussion and possible action on Task Force assignments

a. Discussion on County Board committees and work flow process

Frank has started work on gathering information from other municipalities on this process.

17. Review Financial Reports (November)

- a. County Administrator
- b. Clerk of Courts
- c. Corporation Counsel
- d. County Board
- e. Register of Deeds

Financial reports were provided for the committee to review. No action taken.

18. County Administrator's monthly report

Wehmeier said that he has been very busy with meetings and trainings. Highlights included the following: The Medical College hearing is scheduled for this week, the County is working on closing out 2015, there has been a lot of work associated with the JCEDC, he toured the Tyson plant and there is a Statewide EOC exercise with National Guard planned for June. No action taken.

19. Tentative Future Agenda Items and Meeting Dates (February 24, 2016)

- Approval of January 27, 2016 Administration & Rules Committee meeting minutes
- Approval of February 9, 2016 County Board meeting minutes
- Discussion and possible action to dissolve the Sustainability Task Force and reassign duties to the Infrastructure Committee
- Discussion and possible action to incorporate the Farmland Conservation Easement Commission with Land & Water Conservation Committee

20. Adjourn

Motion made by Braughler ; Second by Hanneman to adjourn at 10:55 a.m. (Ayes-All) Motion Carried.

#12

**CHAPTER III
BOARD OF SUPERVISORS
RULES OF ORDER ~~2014-2016~~ 2016-2018**

3.01 MEETINGS, QUORUM AND ORDER OF BUSINESS.

(1)(a) Regular and special meetings of the Jefferson County Board of Supervisors shall be held and conducted in accordance with the provisions of s. 59.11, Wis. Stats. The Board shall hold an annual meeting on the Tuesday after the second Monday of November in each year for the purpose of transacting business unless otherwise established by rule. Regular meetings of the Board shall be held on the following dates unless special elections occur on County Board meeting dates, in which case the Board meeting will be held on the Monday preceding the election. [Am. 08/08/06, Ord. 2006-13; 03/11/08, Ord. 2007-34; 3/13/12, Ord. 2011-24]:

Tuesday, April 19, 2016
Tuesday, May 10, 2016
Tuesday, June 14, 2016
Tuesday, July 12, 2016
Monday, August 8, 2016
Tuesday, September 13, 2016
Tuesday, October 11, 2016
Tuesday, October 25, 2016
*Monday, November 14, 2016
Tuesday, December 13, 2016

Tuesday, February 14, 2017
Tuesday, March 14, 2017
Tuesday, April 18, 2017
Tuesday, May 9, 2017
Tuesday, June 13, 2017
Tuesday, July 11, 2017
Tuesday, August 8, 2017
Tuesday, September 12, 2017
Tuesday, October 10, 2017
Tuesday, October 24, 2017
*Tuesday, November 14, 2017
Tuesday, December 12, 2017

Tuesday, February 13, 2018
Tuesday, March 13, 2018
Tuesday, April 17, 2018

*Annual Meeting (Required by Statute) [am. 03/09/10, Ord. 2009-24; 3/13/12, Ord. 2011-24; Ord. 2013-24, 03-11-2014]

(b) In the event of inclement weather, the Chair may cancel a meeting. Any meeting cancelled by the Chair under this section shall be held on the next succeeding Tuesday unless that Tuesday is an election day, in which case the meeting shall be held on the Monday preceding the election. [cr. 03/11/08, Ord. 2007-34; am. 3/13/12, Ord. 2011-24]

(c) In addition to the methods prescribed by Wisconsin Statute Section 59.11, a Board meeting may be convened by the Board Chair in case of a declared emergency to authorize repairs of county buildings, or take other necessary action to respond to the an emergency. [Cr. 10/14/08, Ord. 2008-21]

(2) Board meetings shall commence at 7:00 p.m., except for April organizational meetings which shall commence at 5:00 p.m., unless by majority vote the Board prescribes a different time for convening. [Am. 02/10/04, Ord. 2003-34; 02/14/06, Ord. 2005-47; Ord. 2013-27, 03-11-2014]

(3)(a) A majority of all members elected to the Board must be present to constitute a quorum for the transaction of business. In the absence of a quorum, those present may order a call of the house to compel the attendance of absent members, or they may take a recess or fix a time to which to adjourn and adjourn. [am. 08-13-2013, Ord. No. 2013-09]

(b) County Board members who cannot attend a board meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the County Clerk, who shall so advise the County Administrator and Board Chair. Members reporting their absence in advance of the meeting to the County Clerk shall be noted as having done so in the minutes where their absence is recorded. [am. 08-13-13, Ord. No. 2013-09]

(4) For the April organizational meeting held in even-numbered years the order of business shall be:

- (a) Call to order.
- (b) Administration of oath of office and roll call by County Clerk.
- (c) Pledge of allegiance.
- (d) Certification of compliance with Open Meeting Law.
- (e) Approval of the agenda.
- (f) Election of Chairperson and Vice Chairpersons.
- (g) Adoption of rules of order.
- (h) Committee elections, if called for by the rules.
- (i) Follow order of business as established for other meetings, except that no annual reports of department heads will be presented at the organizational meeting. [Am. 3/12/02, Ord. 2001-29; 02/14/06, Ord. 2005-47; Ord. No. 2013-24, 03-11-2014]

(5) The order of business for all other board meetings shall be as follows:

- (a) Call to order.
- (b) Roll call by County Clerk.
- (c) Pledge of allegiance.
- (d) Certification of compliance with Open Meeting Law.
- (e) Approval of the agenda.
- (f) Approval of minutes of last meeting.
- (g) Written communications provided to Board. [am. 03/09/10, Ord. 2009-24]
- (h) Public comment.
- (i) Annual reports of department heads.
- (j) Committee reports, resolutions and ordinances.
- (k) Committee and Board appointments.
- (l) Announcements.
[Am. 02/14/06, Ord. 2005-47; am. & re-lettered 3/13/12, Ord. 2011-24; Ord. 2013-24, 03-11-2014]

(6) The Chair may limit the number of persons addressing the Board under Section 3.01(5)(h) to a number determined by the Chair to reasonably represent the views of large groups of persons wishing to address the Board, so as to prevent repetition. The length of time allocated to any person addressing the Board under Section 3.01(5)(h) shall not exceed 3 minutes and may be shortened at the discretion of the Chair, with all public comment confined to a maximum of 30 minutes. [Am. by renumbering in Ord. 2005-47, 02/14/06; am. 04/19/11, Ord. 2011-03]

3.02 ORGANIZATION.

(1) The Board shall, as provided by s. 59.11, Wis. Stats., organize at the April meeting in even-numbered years by electing a Chairperson, a Vice Chairperson and a Second Vice Chairperson by secret ballot. The Clerk shall preside until the Chairperson has been elected. Nominations shall be made by written ballot. In the event

more than two persons are nominated for a position, a primary ballot shall be prepared. Prior to the primary election, or the final election if no primary is required, each nominee shall be provided up to three minutes to address the Board. A person receiving a majority of votes cast on the primary ballot shall be declared elected. Otherwise, the two persons receiving the greatest number of votes for a position on the primary ballot shall be placed on the final ballot. In the event two persons receive the second greatest number of votes, those two persons shall be the subject of a vote for the second position on the final ballot. The Clerk shall prepare a final ballot for the position. The person receiving the most votes shall be elected to the position. The provisions of section 3.03(11), where applicable, shall apply to this procedure. Persons elected in accordance with this paragraph may be removed by the Board by majority vote. [Am. 03/12/02, Ord. No. 2001-29; 06/13/06, Ord. 2006-08; 03/11/08, Ord. 2007-35]

(2) The Chairperson shall perform all duties required of the Chairperson until the Board elects a successor. The Chairperson shall preside at meetings when present and shall countersign all ordinances of the Board. The Chairperson shall countersign all county orders, transact all necessary board business with local and county officers, expedite all measures resolved upon by the Board and shall take care that all federal, state and local laws, rules and regulations pertaining to county government are enforced.

(3) In case of the absence or disability of the Chairperson, the First Vice Chairperson shall perform the duties of the Chairperson.

(4) In case of the absence of the Chairperson and the First Vice Chairperson, the Second Vice Chairperson shall perform the duties of the Chairperson.

(5) In case of the absence of the Chairperson and both Vice Chairpersons for any meeting, the members present shall choose a temporary chairperson.

(6) The County Board Chairperson is authorized and directed to attend meetings and conferences on matters directly related to county government. The County Board Chairperson may direct the Vice Chairperson or some other member of the County Board to attend such meetings and conferences, either in place of the Chairperson or along with the Chairperson. The County Board Chairperson, the Vice Chairpersons and such other board members as may be designated by the Chairperson, shall be entitled to meeting fees or per diem and mileage for attending such meetings and conferences, all subject to the regular rules of the County Board pertaining to meeting fees, per diems, mileage and expenses as currently provided in Ordinance 2001-19, as most recently amended August 8, 2006. The County Board Chair shall be entitled to a meeting fee for meeting with the County Administrator. Board members authorized by the Chairperson to attend meetings and conferences shall notify the County Administrator not less than 72 hours in advance of said meeting or conference in order to permit the County Administrator to give any necessary Open Meeting notices as may be required. No per diems, meeting fees or expenses shall be paid to board members attending meetings who have not been authorized as required in this paragraph. [am. 03/09/10, Ord. 2009-24; Ord. No. 2014-06, 05-13-2014]

(7) In the event the position of Chairperson, First Vice Chairperson or Second Vice Chairperson is vacant due to removal, resignation or death of the incumbent, the Board shall hold an election to fill the position of Chairperson within sixty (60) days of it becoming vacant. Until such vacant position is filled, the First Vice Chairperson, or the Second Vice Chairperson if there is no First Vice Chairperson, shall assume all duties of the Chairperson when such position is vacant and shall be paid meeting fees and the monthly salary to which the Chairperson would be entitled until such time as the Board elects a successor. The Second Vice Chairperson shall assume the duties of First Vice Chairperson when such position is vacant [cr. 03/11/08, Ord. 2007-36]

3.03 BOARD PROCEDURE.

(1) Robert's Revised Rules of Order shall govern the proceedings of the County Board of Supervisors in all cases in which they are not inconsistent with these rules or the laws of the State of Wisconsin.

(2) Upon being recognized, a member shall rise in place, and using the microphone, address the Chairperson, and shall not be interrupted except by a call to order. If called to order by the Chairperson the member shall be seated and shall not proceed without permission of the Chairperson.

(3) No member shall speak more than twice on any question until all members who desire to speak have been heard and then not without first obtaining leave of the Chairperson. In speaking, a member shall confine comments to the question under consideration and shall avoid all personalities.

(4) No member present at the initial roll call shall thereafter fail to attend the balance of a board meeting without first obtaining permission of the Chairperson and notifying the Clerk. A member with a conflict of interest shall advise the Clerk and the Chair of the conflict prior to discussion of or voting on the item to which the conflict of interest pertains. Thereafter, such member shall not participate in the discussion or vote thereon. The minutes shall reflect the member's statement and the fact that the member has abstained from discussion and voting on the item in question.

(5) All questions decided by a voice vote shall be put in this form: Those who are in favor say, "Aye", and those who are opposed say, "No". In doubtful cases the Chairperson or any member may call for a roll call vote.

(6) Upon the request of any member of the County Board a roll call vote shall be ordered on any question before the Board. A roll call vote shall be required on all matters involving the expenditure of money and in accordance with s. 65.90(5), Wis. Stats., budget alterations shall require a two-thirds vote of the entire membership of the Board.

(7) On a roll call vote every member present shall vote except a member who has abstained in accordance with the procedures set forth above. Members have the right to change their votes up to the time the vote is announced by the Clerk. The Clerk shall give notice before locking in the votes on the voting machine.

(8) All resolutions, ordinances, petitions and reports presented to the Board shall be in writing, sponsored by a board member or committee and filed in the office of the County Administrator not later than noon on Monday of the week preceding a board meeting. Each resolution submitted for consideration shall have a fiscal note. Motions to reconsider may be brought at the next succeeding meeting only if notice of the motion is filed in the office of the County Administrator not later than noon on the Monday of the week preceding the board meeting. Proposed ordinances shall be reviewed by the Corporation Counsel for proper form and legality before being submitted to the Board. Resolutions and ordinances not introduced by a committee shall be referred to an appropriate committee by the Chairperson. A resolution or ordinance referred to a committee pursuant to this paragraph may be placed on the County Board agenda for further action upon the written request of five (5) County Board members which shall be submitted to the Chairperson not sooner than sixty (60) days after referral of the item to the committee. Such items shall then be placed on the next regular County Board agenda subject to any statutory requirements or other limitations. [Am. 06/10/03, Ord. 2003-03; Ord. No. 2015-26, 12-08-2015]

The sponsor of a major new resolution or ordinance or major revision of an existing resolution or ordinance shall prepare a written report or memorandum explaining the significant features of the proposed legislation, including the contemplated changes. Such written report or memorandum shall be mailed to board members as part of the agenda, but unless specifically ordered by the Board such reports or memoranda shall not be printed in the board proceedings.

(9) Any person having a matter of business requiring the attention of the County Board may present such matter to the Board by delivering a written communication to the County Clerk, County Board Chairperson or County Administrator by noon on the Monday of the week preceding the next County Board meeting. The County Board Chairperson may, at his/her discretion, allow persons to be placed on the agenda to address the Board. Signed communications not presented personally to the Board shall be preserved by the County Clerk and shall be presented to the County Board as a communication at the next regular board meeting. Unsigned communications shall be referred to the Administration & Rules Committee. Communications may be referred by the Board, the Chair or the Administration & Rules Committee to an appropriate committee for study and attention. If feasible, such committee shall arrange to meet with the author of the communication. Such committee shall thereafter report back to the County Board in the usual manner and shall recommend what action, if any, should be taken by the County Board with reference to such communication. The Clerk may acknowledge receipt of communications by return mail. [am. 5/11/10, Ord. 2010-06; Ord. No. 2015-26, 12-08-2015]

Any person wishing to express an opinion on a matter of business coming before the Board shall be encouraged to communicate orally or in writing with a board supervisor to make the person's position known prior to the

board meeting. Orderly administration of board business does not permit the appearance of non-board members at County Board meetings to debate controversial matters before the Board. Notwithstanding the foregoing, the Chair may recognize a department head and permit the department head to speak on a pending matter affecting the department head's department. On matters concerning a large number of people board committees shall conduct public hearings to give interested persons an opportunity to be heard. The County Board may, on rare occasions, sit as a committee of the whole to enable interested persons to appear and be heard on matters of business. [am. 11-15-11, Ord. 2011-18]

(10) Any board member may ask for the privilege of the floor for a non-board member to address the Board and if no supervisor objects the Chairperson shall grant the privilege to such non-board member. If a member objects any board member may move that the privilege of the floor be granted and any member may second such motion. If the motion is adopted by a majority vote the Chairperson shall grant the privilege of the floor to the non-board member. Board members shall be discouraged from requesting the privilege of the floor for a non-board member when, as an alternative, such person could be referred to a board committee. The time allocated to non-board members shall not exceed ten minutes. This procedure shall not apply to non-board members scheduled to appear as part of the regular written agenda.

~~(11) Whenever it is necessary for the Board to elect members of a committee the following procedure shall be followed:~~

~~(a) Nominations shall be made and shall be prominently printed on a blackboard in plain view.~~

~~(b) The County Clerk shall immediately prepare written ballots with the names of candidates in alphabetical order.~~

~~(c) When ballots have been prepared the Clerk shall call the roll and one ballot shall be delivered to each board member present.~~

~~(d) The County Clerk shall appoint three election tellers who shall assist the County Clerk in the tabulation of results. [am. 03/09/10, Ord. 2009-24]~~

~~(e) County Board members will then vote for as many candidates as there are vacancies to be filled and each County Board member's ballot shall be signed.~~

~~(f) Candidates receiving a majority vote of the number of County Board members present shall be declared elected. Should no one receive a majority vote the person receiving the lowest number of votes shall be dropped from the ballot. The Clerk shall again call the roll and one ballot shall be delivered to each board member present, repeating if necessary, until all vacancies are filled. In case of a tie vote, the successful candidate shall be determined by lot. If the number of candidates receiving a majority vote of County Board members present exceeds the number of positions to be filled, any person not receiving a majority vote shall be dropped from the ballot. The Clerk shall again call the roll with only those receiving a majority vote remaining on the ballot. The person receiving the lowest number of votes shall be dropped from the ballot each succeeding ballot until the number of candidates receiving a majority vote equals the number of positions to be filled.~~

~~(g) If a ballot has been improperly marked it shall be discarded and the remaining ballots shall be counted; provided, however, a ballot marked with less than the maximum number of votes shall be counted if the intent of the voter can be ascertained.~~

(12) Annual reports will be received and placed on file and not printed in the minutes unless the Board otherwise directs. [Am. 06/19/01, Ord. 2001-07]

3.04 DUTIES OF OFFICIALS.

(1) The County Administrator shall receive proposed resolutions, ordinances, reports and petitions and provide copies to the Clerk. The Administrator shall prepare a written agenda of all matters which are to be brought before the Board or Board committees, which agendas shall be based on input from the Board Chair or the Committee Chair respectively, and approved by the Clerk or the Clerk's designee prior to distribution. The County Administrator

shall attend board meetings and shall assist the Board whenever possible. The County Administrator may present matters to the board for consideration. [Ord. No. 2014-09, 06-10-2014]

(2) The Finance Director, upon request, and the County Treasurer shall prepare and present to the County Board a complete monthly financial statement and shall keep the Board informed of the County's financial condition, including the investment of surplus funds. [am. 3/13/12, Ord. 2011-24]

(3) The County Clerk shall act as Clerk of the Board at all of the Board's regular, special, limited term, and standing committee meetings thereof; under the direction of the County Board Chairperson or committee chairperson, create the agenda for board meetings; keep and record true minutes of all the proceedings of the Board in a format chosen by the Clerk, including all committee meetings, either personally or through the Clerk's appointee; file in the Clerk's office copies of agendas and minutes of board meetings and committee meetings; make regular entries of the board's resolutions and decisions upon all questions; record the vote of each supervisor on any question submitted to the Board, if required by any member present; publish ordinances as provided in § 59.14(1); and perform all duties prescribed by law or required by the Board in connection with its meetings and transactions. [am. 3/13/12, Ord. 2011-24; Ord. No. 2014-09, 06-10-2014]

(4) The Corporation Counsel shall attend board meetings and shall serve as parliamentarian and legal advisor to the Board. [renumbered 3/13/12, Ord. 2011-24]

3.05 STANDING COMMITTEES.

(1) Standing committees of the Board shall be appointed for two-year terms by the Chairperson of the Board after his/her election and prior to June 1 in even-numbered years, unless a different date for appointment is specifically prescribed. When necessary for the orderly transaction of business prior to the formal appointment of new committees, the Chairperson may appoint temporary committees and committee chairpersons to address pending items assigned to a standing committee. The temporary committee may act until the earlier of June 1 or the date the Chair files permanent appointments with the Clerk. The Chairperson shall file a list of the committee appointments with the County Clerk and the County Administrator. Any mid-term committee appointments by the Chairperson shall be filed with the Clerk who shall present them to the Board as a communication at the next regular County Board meeting. Committee members who cannot attend a committee meeting shall report their absence in advance as a courtesy to the other members. Such reports shall be made to the committee chair. If the member is unable to notify the chair, the member shall notify the applicable department head. Members reporting their absence in advance of the meeting shall be noted as having done so in the minutes where their absence is recorded. The Chairperson (or either Vice Chair if so designated by the Chair in advance of any particular meeting) shall be an ex officio member of all standing committees, and shall be allowed to vote in order to break a tie, and shall be counted as a member if necessary to create a quorum at the committee's meeting, and shall also be allowed to vote in that case. When an issue arises at a County Board meeting or administratively that is not clearly assigned to a standing committee by the Board Rules or a prior resolution, the Board Chair shall designate the committee to which the issue shall be assigned. [Am. 03/09/04, Ord. 2003-35; 06/08/04, Ord. 2004-10; 12/13/05, Ord. 2005-31; 07/11/06, Ord. 2006-07; 07/10/07, Ord. 2007-16; Ord. No. 2013-10, 07-09-2013]

(2) Standing committees of the Board and duties shall be as follows:

(a) **ADMINISTRATION & RULES COMMITTEE** - Five members: County Board Chair, First and Second Vice Chair and two other members. This Committee shall supervise the office of the County Administrator and shall handle matters pertaining to said office. Committee proposals and recommendations shall be subject to approval of the County Board. This Committee shall also meet with circuit court judges as called, to discuss common goals and concerns within the Jefferson County Circuit Court system. The Committee shall work with the courts to implement such goals. This Committee shall also meet with the Clerk of Courts, County Clerk, the Register of Deeds and Corporation Counsel with regard to matters pertaining to said offices. [Am. 03/12/02, Ord. 2001-30; 07/10/07, Ord. 2007-11; 03/11/08, Ord. 2007-37]

Matters pertaining to proposed state legislation, county board rules and county board minutes shall be handled by the Committee. During the last three months of its term, the Committee shall draw specifications, solicit bids, and file a recommendation with the County Board in March of even-numbered years concerning which newspaper in the County shall be the official newspaper and printer for the two-year term of the new County Board. The Committee, on

behalf of the Board, shall be authorized to approve the minutes from each March meeting and any other meeting when the County Board does not meet in sufficient time to approve the minutes for publication as required by Section 59.14(2), Stats. [cr. 07/10/07, Ord. 2007-11]

The Administration & Rules Committee is authorized to petition the Jefferson County Circuit Court for an order dividing a municipality into wards in accordance with applicable law and the County's tentative supervisory district plan upon a municipality's failure to divide or submission of a division which does not comply with the tentative supervisory district plan. [cr. 07/12/11, Res. 2011-34; am. 3/13/12, Ord. 2011-24]

The Board Chair or his designee shall serve as Jefferson County's representative to the Inter-County Coordinating Committee. The Board Chair, a committee member and the County Administrator shall be Jefferson County's representatives on the Inter-County Data Processing Commission. [Am. 03/14/06, Ord. 2005-48a; 03/13/12, Ord. 2011-24]

(b) FAIR PARK COMMITTEE - Five members. The Fair Park Committee shall recommend Fair Park policies to the County Board and provide the Fair Park Director with guidance and assistance, as requested, in the operation of Jefferson County Fair Park. The Fair Park Committee may establish policies relating to the operation of the County Fair not requiring Board action and is authorized to contract for entertainment, sponsorships valued up to \$50,000 and to lease space to exhibitors for up to 15 days without further approval from the Board. The Fair Park Director may approve the entertainment contracts when the necessity for approval arises between scheduled Committee meetings. All approvals by the Director shall be reported to the Committee. In addition, the Fair Park Director may contract for sponsorships up to \$20,000 and enter leases for property storage that exceed 15 days. Sponsorships valued between \$20,000 and \$50,000 may be approved by the Committee. Sponsorships affecting other county departments shall be approved by the Board regardless of the amount of the contract. For events which are new to the Jefferson County Fair Park, the Fair Park Director shall consult with the County Administrator before the Committee or Director enters into a contract or lease. All contracts shall be submitted to the Corporation Counsel for approval before execution. The Director shall be responsible for the maintenance of the Fair Park buildings and grounds, and may propose plans for capital improvement and operational budgeting for review by the Committee and consideration by the Board. The Committee shall establish fees as part of the next year's budget and the Director may set unanticipated fees during the year and report such fees to the Committee. The Director may deviate from the established fee structure when it is advantageous to the operation of the Park, and shall report such arrangements to the Committee. [Am. 04/18/06, Ord. 2006-01; 05/08/07, Ord. 2007-06; 11/13/07, Ord. 2007-23; 01/13/09, Ord. 2008-26]

(c) FINANCE COMMITTEE - Five members. County Board Chair, a Vice Chair designated by County Board Chair, and three other members. This Committee shall receive the proposed county budget from the County Administrator and shall conduct hearings necessary in the review of the proposed budget. The County Administrator and staff shall meet with the Committee and shall assist in the preparation of the budget. If the Chair or a Vice Chair does not want to serve, the Chair shall appoint a replacement. [Am. 05/11/04, Ord. 2004-04; 03/09/10, Ord. 2009-24; Ord. No. 2014-11, 07-08-2014]

The Committee shall meet on matters of budget control and shall make necessary permitted transfers as authorized by the provisions of s. 65.90(5)(b), Stats. The Committee shall propose necessary budget transfers and amendments requiring County Board action. [Am. 03/14/06, Ord. 2005-48d]

The Committee shall recommend to the Board the departments to be audited, the auditors to be employed, and shall report to the Board the results of such audits. A subcommittee consisting of any three Finance Committee members (of which two shall constitute a quorum) may meet each month to audit and approve for payment proper vouchers, expenditures and claims against the County, except vouchers, expenditures and claims pertaining to the Highway Department, Human Services Department, and Veterans Service Commission. The Committee shall supervise the collection of delinquent taxes and is authorized to sell foreclosed properties in accordance with Resolution No. 2002-16. This Committee shall be responsible for the sale of county-owned land other than that obtained through tax foreclosure, and shall present contracts for sale of such land to the Board for approval. [Am. 08/13/02, Ord. 2002-16; 03/14/06, Ord. 2005-48d, effective 04/18/06; 03/11/08, Ord. 2007-39; 03/13/12, Ord. 2011-24]

The Committee shall supervise the County's contracts with the Jefferson County land preservation groups. [Am. 04/16/02, Ord. 2002-05; 03/14/06, Ord. 2005-48d]

The Committee shall, together with the County Administrator and Corporation Counsel if bids are taken, recommend to the County Board the types and amounts of insurance to be carried and also the insurance carrier to whom such insurance shall be awarded. The Committee shall be authorized to renew insurance contracts without bidding same, when it finds renewal is in the best interest of Jefferson County.

The Committee shall work with the County Treasurer, ~~County Clerk~~, Finance Department and Child Support Office in handling policy matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [am. 3/13/12, Ord. 2011-24]

The Committee shall have the authority granted to the former Audit Committee, pursuant to Resolution No. 83-98, to resolve claims against the County in amounts up to \$10,000. [Cr. 04/16/02, Ord. 2002-04]

~~The Committee, on a case by case basis, shall recommend to the Board of Supervisors the allocation of the proceeds from the sale of county-owned farmland to possibly increase the acreage of farmland permanently protected from development, and to leverage state and federal funds for the acquisition of conservation easements to protect farmland (Resolution No. 2008-15).~~

(d) HIGHWAY COMMITTEE - The Highway Committee shall consist of five members of the County Board. Members of the Highway Committee shall be eligible for appointment to any other standing committee, board or commission. The Highway Committee shall have the powers and duties set forth in s. 83.015, Wis. Stats. [Cr. 04/16/02, Ord. 2002-03]

A subcommittee consisting of any three Highway Committee members (of which two shall constitute a quorum) may meet each month in lieu of a full committee meeting to audit and approve for payment of proper vouchers and expenditures. [cr. 04/15/08, Ord. 2008-04]

(e) HUMAN RESOURCES COMMITTEE - Five members. The Human Resources Committee shall assist in the administration of ~~the Safety Officer Program and~~ Personnel and Salary Ordinance. The Committee shall hear grievances in accordance with provisions of union contracts, the Civil Service Ordinance or the Personnel Ordinance. The Committee may review job descriptions and evaluate the allocation of positions to the various departments. This Committee shall also review the statutory requirements and make recommendations to the Board concerning benefits, pay classifications and employment law policies, as well as make recommendations to the County Board concerning union negotiations. [Am. 03/12/02, Ord. 2001-34; 05/14/02, Ord. 2002-07; 03/14/06, Ord. 2005-48; 03/11/08, Ord. 2007-40; 3/13/12, Ord. 2011-29]

(f) INFRASTRUCTURE COMMITTEE - Five members. The Infrastructure Committee shall supervise and control all construction, remodeling and repair of all county buildings and shall have authority to approve the use of county buildings by organizations not connected with county government. The Committee shall review all proposed leases, except those leases which by rule are the responsibility of a different committee, and recommend same to the County Board for final approval. [am. 03/11/08, Ord. 2007-38]

Invoices covering construction and remodeling shall be approved by the department head or designee of the department involved. The Committee shall review all payments made at its next meeting and determine a proper course of action when an invoice is disputed. [am. 08-12-08, Ord. 2008-17]

When the County Board has authorized construction of, additions to or remodeling of a county building, the Committee shall solicit proposals from various architects, and recommend to the County Board which architect shall be hired for the project. The Committee may, in its discretion, recommend that the County proceed without an architect. The Committee is not required to recommend an architect based solely on monetary considerations, but shall also consider an architect's previous work for the County and others.

The Committee shall review issues related to Management Information Systems ~~and shall have responsibility for resource conservation and sustainability practices in county facilities and operations.~~ [Am. 03/14/06, Ord. 2005-48b; 08-12-08, Ord. 2008-17]

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(g) LAND & WATER CONSERVATION COMMITTEE - ~~Seven~~Five members. Not less than three members of the County Board, including at least two members of the University Extension Education Committee, appointed by the Board Chairperson and confirmed by the Board, and the Chairperson of the FSA (Farm Service Agency) (or his/her designee) shall serve as the Land & Water Conservation Committee and shall have the powers and duties as set forth in Chapter 92, Wisconsin Statutes. ~~This Committee shall also be responsible for acquiring conservation easements, reviewing applications to grant such easements and recommending action thereon to the County Board when appropriate.~~ [Am. 03/12/02, Ord. 2001-33; 09/08/08, Ord. 2008-19]

This Committee shall also manage, supervise and be responsible for ~~the Countryside Farm and other~~ county farmland not held for future parks development. Leases of the farmland shall be approved by the County Board. [Am. 03/14/06, Ord. 2005-53; 03/11/08, Ord. 2007-41]

(h) LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE - Five members. This Committee shall consist of five members and shall have jurisdiction over issues affecting the Jefferson County Sheriff's Office. This Committee shall handle grievances arising under the Sheriff's Office labor contract other than those involving suspension, demotion or discharge mentioned in Wisconsin Statute 59.26(8)(b). This Committee is also responsible for all matters pertaining to Emergency Management and in accordance with s. 323.14(1)(3), Wis. Stats., the County Board Chairperson shall designate a member of the Committee to act as chairperson when this Committee is convened as an Emergency Management

Committee. [Am. 02/08/05, Ord. 2004-31; 03/14/06, Ord. 2005-48g; 12/14/10, Ord. 2010-20]

This Committee shall work with the District Attorney and ~~Coroner~~ (Medical Examiner ~~effective 4/4/2015~~) in handling business matters and in solving problems related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [Am. 03/11/08, Ord. 2007-37; Ord. No. 2013-24, 03-11-2014]

(i) PARKS COMMITTEE - Five members. The Committee shall set park policy and help guide the department in its efforts to meet their agreed upon mission as identified in the Jefferson County Parks, Recreation and Open Space Plan. The Committee shall have oversight of and recommend policy affecting property acquired by the County for flood mitigation purposes. [Am. 06/08/04, Ord. 2004-05; 03/14/06, Ord. 2005-48i, 04/18/06; re-lettered 07/10/07, Ord. 2007-11; Am. 3/13/12, Ord. 2011-29]

(j) PLANNING AND ZONING COMMITTEE - Five members, at least three of whom reside in unincorporated areas of the County. This Committee shall have the powers and duties set forth in s. 59.69(2)&(3) and s. 59.70(1), s. 285.73, and such powers and duties as may be set forth in the statutes and county ordinances not specifically delegated to the Zoning Board of Adjustment. Among other things, the Committee shall handle applications for conditional use permits and all proposed amendments to the county Zoning, Shoreland, Subdivision and Private Sewage System Ordinances and shall conduct all public hearings required in connection with such amendments or conditional uses. The Committee shall also be responsible for the preparation of a county land use plan including surveys and studies of land use, population and population density, economy, soil characteristics, forest cover, wetland and floodplain conditions and other human and natural features of the County and shall conduct such hearings as may be required in connection with such county planning. The Committee may adopt such rules and regulations governing its procedure as it considers necessary and advisable all according to the provisions of s. 59.69(2), Wis. Stats. [Am. 03/14/06, Ord. 2005-48l, effective 04/18/06; re-lettered 07/10/07, Ord. 2007-11]

The Planning and Zoning Committee shall work with the Land Information, Planning and Zoning Department, and the County Surveyor in handling matters related to those offices and shall present matters to the County Board on behalf of said offices whenever necessary. [Am. 03/09/04, Ord. 2003-38; 03/11/08, Ord. 2007-37]

(k) SOLID WASTE & AIR QUALITY COMMITTEE - Five members. This Committee shall address the County's solid waste needs by operating hazardous waste removal programs, overseeing the County's interest in landfill siting processes, promoting recycling and related waste reduction efforts and engaging in planning and educational efforts for future solid waste needs. In addition, the Committee will maintain awareness and educate the public about air quality concerns in the County. [Am. 07/09/02, Ord. 2002-09; 11/09/04, Ord. 2004-20; 03/14/06, Ord. 2005-48j, effective 04/18/06; re-lettered 07/10/07, Ord. 2007-11]

(l) UNIVERSITY EXTENSION EDUCATION COMMITTEE - Five members. This Committee shall have the powers and duties as set forth in Section 59.56(3), Wisconsin Statutes. [Created 03/12/02, Ordinance No. 2001-36; re-lettered 07/10/07, Ord. No. 2007-11]

3.06 BOARDS, COMMISSIONS, COMMITTEES AND OTHER BODIES.

(1) The following boards, commissions, committees and other bodies created by the County or to which the County has a right to appoint representatives, shall be elected or appointed in the manner provided by law, ordinance or rule: [Am. 03/14/06, Ord. 2005-49a]

(a) BLUE SPRING LAKE MANAGEMENT DISTRICT - One member. [Cr. 03/14/06, Ord. 2005-49b, effective 04/18/06]

(b) BRIDGES FEDERATED LIBRARY SYSTEM BOARD - Three members. Pursuant to s. 43.19, Wis. Stats, the County Administrator shall appoint three members to the Bridges Federated Library System Board with one member appointed from the County Board. The remaining system board members shall include such representatives of the library boards governing public libraries of participating municipalities and counties and members of the public from Jefferson County. Members shall serve staggered three-year terms with initial terms being one, two and three years. The County Board member's appointment shall cease if the County Board member's term on the County Board ends. The number of appointments to the Bridges Federated Library System Board shall be based on proportion to population as nearly as practical consistent with State statutory requirements. [Am. 05/11/04, Ord. 2004-07; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-11, 07-09-2013; Ord. No. 2015-19, 11-10-2015]

(c) COUNTY BOARD OF HEALTH - The County Board of Health shall consist of five members, appointed by the County Administrator, who shall serve three-year staggered terms. Initial terms shall be one, two and three years. Appointments shall be made on the second Tuesday in May. Two members shall be members of the County Board when appointed and their appointment shall cease if not re-elected to the County Board. Non-Board members shall be persons who have a demonstrated interest or competence in public health and a good faith effort shall be made to appoint a physician and a nurse. Such appointments shall be subject to confirmation by the County Board of Supervisors. The County Board of Health shall meet quarterly as required by Wisconsin Statute 251.04(5) and additionally on the call of the Board of Health Chairperson. The County Board of Health shall have the powers and duties established in Wis. Stat. 251.04. [Am. 03/14/06, Ord. 2005-49c; 03/09/10, Ord. 2009-24; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(d) CRIMINAL JUSTICE COLLABORATING COUNCIL - Fourteen members. There shall be at least fourteen voting members of the Council whose membership is determined by the position the member occupies or by appointment of the Council: Chief Judge or Presiding Judge for Jefferson County (Chair), County Administrator, County Board Chair, Sheriff, District Attorney, Clerk of Circuit Court, local government representative, Jefferson County Public Defender, Jefferson County Police Chief & Sheriff's Association representative, Human Services Director, Jefferson County parole and probation manager, education representative, Jefferson County citizen and Corporation Counsel. The County shall create by-laws including establishing term lengths for members, meet at least quarterly and make recommendations to the County Board, or member's respective organization, to facilitate the goals of the Council.

(d)(e) ECONOMIC DEVELOPMENT CONSORTIUM - In lieu of having an Economic Development Committee, any of the three County Board members appointed to the Jefferson County Economic Development Consortium board in accordance with Resolution No. 2003-28 may present items recommended by the

Consortium to the Jefferson County Board for its consideration. [Cr. 03/14/06, Ord. 2005-49d; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

~~(e) FARMLAND CONSERVATION EASEMENT COMMISSION – Five members serving staggered three-year terms, three supervisors and two members of the public, appointed by the Board Chair. The Commission will recommend policies for acquiring conservation easements; review applications to grant such easements and recommend action thereon to the County Board when appropriate. [cr. 04/14/08, Ord. 2008-01; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]~~

(f) **HISTORIC SITES PRESERVATION COMMISSION** – Seven members, serving staggered three-year terms, appointed by the County Administrator. The Commission shall have the power, subject to the provisions and criteria of Ordinance No. 2007-48, to recommend designation of historic structures, historic sites and historic districts within the unincorporated areas of the County. [cr. 04/15/08, Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(g) **HOME CONSORTIUM BOARD** – Three county representatives pursuant to intergovernmental agreement (Resolution No. 2000-21). [Cr. 03/14/06, Ord. 2005-54; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(h) **HUMAN SERVICES BOARD** - Seven members. This is the governing and policymaking board of directors of the Human Services Department. Four members shall be members of the Board of Supervisors at the time of appointment and throughout their respective terms. Three members shall be consumers of service or citizens at large. No public or private provider of services may be appointed to the Board. Appointees shall serve staggered three-year terms. The Human Services Board shall elect a chairperson and vice chairperson who must be selected from the four members who are supervisors. Elections shall be held after the County Board organizational meeting in April of even-numbered years. The Human Services Board shall possess all the powers and duties prescribed by s. 46.23(5m), Wis. Stats.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint an Aging and Disability Resource Center Advisory Committee which shall also be assigned the duties established by Resolution No. 42 adopted June 12, 1979, for the Advisory Committee on Aging.

Pursuant to s. 46.23(5m)(a), the Human Services Board shall appoint the Nutrition Project Council, number and terms of appointees to be determined by the Human Services Board. Such appointments shall be subject to confirmation by the County Board.

~~Jefferson County, under an Intergovernmental Cooperation Agreement, shall be a member of the Marsh Country Health Alliance Commission to organize and establish a multi-jurisdictional public entity to lease, manage and operate a nursing home and facility for the developmentally disabled known as Clearview Long-Term Care & Rehabilitation. The County Board Chair shall appoint one supervisor, who is also a member of the Human Services Board, to said Commission.~~

~~The County Board Chair shall appoint County Board Supervisors to the Community Action Coalition. The Coalition provides a variety of services to individuals in Jefferson County experiencing poverty, including services to obtain or maintain housing to prevent homelessness, and subsidized rental costs to make housing more affordable. It also provides many programs to help meet an individual's basic needs and to build skills to reach self-sufficiency.~~

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The Human Services Board may create a subcommittee known as the Human Services Personnel & Finance Committee, members of which shall be eligible for meeting fees and mileage. [Am. 03/09/04, Ord. 2003-39; 03/11/08, Ord. 2007-49; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(i) **JEFFERSON COUNTY LIBRARY BOARD** - Seven members, appointed by the County Administrator, serving staggered three-year terms, including at least one school administrator of a school district located in whole or in part in the County, or that school district administrator's designee, and one or two county board supervisors, representatives of existing library boards and persons residing in municipalities not served by libraries. A county board member's appointment shall cease if the county board member's term on the County Board ends. [Am. 05/11/04, Ordinance 2004-06; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(j) **LAKE RIPLEY MANAGEMENT DISTRICT** – One member. One person appointed by the County Administrator who is a member of the Land & Water Conservation Committee or is nominated by the Land & Water Conservation Committee and appointed by the County Administrator. District created by the County Board on December 11, 1990 (Resolution No. 90-57). [Cr. 03/14/06, Ord. 2005-49g, effective 04/18/06; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; am. 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(k) **LAND INFORMATION COUNCIL** – The Council shall be comprised of the Register of Deeds, the Treasurer, the Zoning Director, the Land & Water Conservation Director, the MIS Information Technology Manager, Land Information Office Director and the real property lister, or their designees, and the following members appointed by the County Administrator and confirmed by the County Board: (1) a member of the board, (2) a representative of the land information office, (3) a realtor or a member of the Realtors Association employed within the county, (4) a public safety or emergency communications representative employed within the county, (5) the county surveyor or a registered professional land surveyor employed within the county. [re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2014-10, 06-10-2014; Ord. No. 2015-19, 11-10-2015]

Council members who hold elective office or are employed by Jefferson County shall serve on the Council as long as they hold the office or county position designated for membership. Other council members appointed by the County Administrator shall serve three year terms. The county staff and salaried elected officials, other than the County Board member, shall not be eligible for meeting fees.

The Land Information Council shall bring forward matters that need to go before the County Board through the Planning & Zoning Committee. [cr. 07/13/10, Ord. 2010-09]

(l) **LOCAL EMERGENCY PLANNING COMMITTEE** – Thirteen members appointed in accordance with s. 59.54(8), Stats., and applicable federal law. [am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(m) **LOWER SPRING LAKE PROTECTION & REHABILITATION DISTRICT** – One member. One person appointed by the County Administrator who is a member of the Land & Water Conservation Committee or is nominated by the Land & Water Conservation Committee and appointed by the County Administrator. District created by the County Board on August 12, 1980 (Resolution No. 80-51). [Cr. 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(n) **SHERIFF'S CIVIL SERVICE COMMISSION** - In accordance with s. 59.26(8), Stats., the Sheriff's Civil Service Commission shall consist of five members serving staggered terms of five years. Members of the County Board shall not be eligible to serve on the Civil Service Commission. The Civil Service Commission shall have the powers and duties set forth in s. 59.26, Stats. [re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(o) **SOUTH CENTRAL WISCONSIN WORKFORCE DEVELOPMENT AREA CONSORTIUM** – 6 members. The Consortium shall consist of the chairperson of the County Board of Supervisors or County Executives or the designees of said officials of the counties of Columbia, Dane, Dodge, Jefferson, Marquette and Sauk. The purpose of the Consortium is to serve as an oversight entity to fulfill the intent of the Workforce Innovation and Opportunity Act. The responsibilities of the Consortium are (1) to serve as the Workforce Development Area Consortium of Supervisors, (2) to appoint the Workforce Development Board under the Workforce Innovation and Opportunities Act; and (3) to execute an agreement with the Workforce Development Board required for proper operation and functioning of the Board. The Consortium will direct the Board to receive the Workforce Innovation and Opportunity Act funds on behalf of the Consortium and serve as the administrative entity and fiscal agent with the duty to disburse funds at the direction of the local board.

~~(o)~~(p) **TRAFFIC SAFETY COMMISSION** – In accordance with s. 83.013, Stats., the Traffic Safety Commission shall consist of the statutorily named persons, with the balance of the 12 members appointed to

indeterminate terms by the County Administrator. The Jefferson County Highway Commissioner shall serve as the County Highway Safety Coordinator. [Cr. 03/14/06, Ord. 2005-54; re-lettered 0/15/08, Ord. 2008-01 and Ord. 2008-02; am. 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

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(p)(g) VETERANS SERVICE COMMISSION - In accordance with s. 45.81, the Veterans Service Commission shall consist of five members appointed by the County Administrator for staggered three-year terms. Each member shall be a veteran and the commission shall perform the duties set forth in Chapter 45, Wis. Stats. [re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; am. 08-12-08, Ord. 2008-16; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

(r) WISCONSIN COUNTIES UTILITY TAX ASSOCIATION – One member appointed by the County Board Chair. The Association's mission is to change the law to provide for a more equitable distribution of utility tax for Wisconsin Counties.

(q)(s) WISCONSIN RIVER RAIL TRANSIT COMMISSION (WRRTC) – Three members to staggered three-year terms ending on April 30 in respective years and one alternate, appointed by the Chair and confirmed by the Board. The Commission was created in 1980 for the purpose of retaining rail service in the member counties which are now Crawford, Dane, Grant, Iowa, Jefferson, Rock, Sauk, Walworth and Waukesha. The Commission's mission is to further support maintaining rail accessibility for businesses in the County and possibly expanding such service south from Watertown to Jefferson and Fort Atkinson. [Ord. No. 2013-24, 03-11-2014; Ord. No. 2015-19, 11-10-2015]

(r)(t) ZONING BOARD OF ADJUSTMENT - In accordance with s. 59.694, the Zoning Board of Adjustment shall consist of three members serving staggered terms of three years. The Zoning Board of Adjustment shall be comprised of non-county board members residing in the unincorporated areas of the County. The Board of Adjustment shall have the powers and duties set forth in s. 59.694, Wis. Stats. The Board of Adjustment shall also hear appeals from determinations of noncompliance with Farmland Preservation Plans which have been made by the Land Conservation Committee. Two alternate members of the Board of Adjustment shall be appointed. Annually by July 1, one of the alternate members shall be designated by the County Administrator as the first alternate and the other as the second alternate. [Am. 03/14/06, Ord. 2005-49h; re-lettered 04/15/08, Ord. 2008-01 and Ord. 2008-02; 03/09/10, Ord. 2009-24; re-lettered 07/13/10, Ord. 2010-09; re-lettered 12/14/10, Ord. 2010-20; re-lettered 3/13/12, Ord. 2011-24; Ord. No. 2015-19, 11-10-2015]

3.07 RULES OF COMMITTEES, BOARDS, COMMISSIONS AND OTHER BODIES. [Ordinance No. 2015-01, 04-21-15]

(1) The committee, board, commission or other body shall select its Chairperson, Vice-Chairperson and Secretary, except where committee organization is otherwise governed by law, after the County Board organizational meeting in April of even-numbered years. A Chairperson, Vice-Chairperson or Secretary may be removed by majority vote of the committee, board, commission or other body. [am. 03/11/08, Ord. 2007-43; Ord. No. 2015-01, 04-21-2015].

(2) A majority of the members of any committee, board, commission or other body shall constitute a quorum for the transaction of business. The County Board Chairperson may appoint an additional member on a temporary basis upon notice from a member that he/she will be unable to attend meetings for an extended period due to illness. Such temporary appointment shall terminate when the original member is once again available for meetings. [Ord. No. 2015-01, 04-21-2015]

(3) Each committee, board, commission or other body shall select a secretary, who may be appointed by the Clerk to keep and preserve the minutes of meetings and attendance in the format determined by the County Clerk. The secretary shall, if appointed by the Clerk, sign minutes and file the original copies in the office of the County Clerk. [am. 3/13/12, Ord. 2011-24; Ord. No. 2014-09, 06-10-2014; Ord. No. 2015-01, 04-21-2015]

(4) The County Administrator shall prepare a schedule of regular meeting dates and shall be responsible for the assignment of an appropriate room for meetings and for the posting of proper notices. Each chairperson shall give proper notice to the County Administrator of all meetings a minimum of 72 hours prior to the meeting unless it is an emergency. The County Administrator shall give public notice of all meetings at least 24 hours prior to the commencement of such meeting, unless for good cause such notice is impossible or impractical, in which case shorter

notice may be given, but in no case may notice be provided less than two hours in advance of the meeting. [Ord. No. 2015-01, 04-21-2015]

(5) Members of committees, boards, commissions and other bodies shall be authorized to receive compensation for attending meetings up to 120 days in any year. There shall be no limit on the number of meetings attended by the County Board Chairperson. [Ord. No. 2015-01, 04-21-2015]

(6) No committee, board, commission or other body may meet more than 30 times in any calendar year, except the Finance Committee which may not meet more than 40 times per year, exclusive of public hearings and attending 13 conventions. Committees, boards, commissions or other bodies may hold additional emergency meetings on call of their chairpersons and with prior approval of the County Board Chairperson. [Am. 02/12/02, Ord. 2001-27; 12/13/05, Ord. 2005-32; Ord. No. 2015-01, 04-21-2015]

(7) Except as provided herein, the members of all committees, boards, commissions and other bodies shall receive the same per diem, meeting fees, mileage and reimbursed expenses as standing committees of the Board as currently provided in Ordinance 2001-19, as most recently amended on August 8, 2006. This shall include county representatives on lake district boards, consortiums, committees, boards, commissions or other bodies where appointments are made by the County Administrator, County Board Chair or County Board pursuant to law or intergovernmental agreements. With the exception of members of the Human Services Board, members of groups created under Chapter 46 of the Wisconsin Statutes shall be entitled to mileage as paid to standing committees of the County Board. Members of the Historic Sites Preservation Commission shall not be eligible for meeting fees, mileage or other expense reimbursement. Members of the Traffic Safety Commission who are receiving pay from a governmental entity during such meeting shall not be entitled to a meeting fee or mileage for such Traffic Safety Commission meeting. [Am. 03/09/04, Ord. 2003-40; 06/08/04, Ord. 2004-08; 04/15/08, Ord. 2008-03; 03/09/10, Ord. 2009-24; Ord. No. 2015-01, 04-21-2015]

(8) Committees, boards, commissions or other bodies meeting with another committee, board, commission or other body on a particular subject of mutual interest, shall retain their independent identity. Each committee, board, commission or other body shall vote separately, and maintain its own minutes. The County Board Chair shall chair the meeting or designate a temporary chair for such purpose, who shall preside over both committees, boards, commissions or other bodies when meeting on the subject of mutual interest. For voting purposes, the Board Chair or temporary chair shall vote as a member of either or both committees, boards, commissions, or other bodies of which the County Board Chair or temporary chair is a regular member. The County Board Chair also may vote in accordance with Section 3.05. [Cr. 12/13/05, Ord. 2005-33; Ord. No. 2015-01, 04-21-2015]

(9) All agendas of County committees, boards, commissions and other bodies shall have an agenda item designated as "public comment." Public comment shall be administered by the chair in the same manner as required for County Board meetings in chapter III, Board of Supervisors Rules of Order 2014 – 2016, section 3.01(6). This requirement does not apply to meetings convened for the purpose of deciding an issue on which the public previously had the opportunity to comment. [Ord. No. 2015-01, 04-21-2015]

3.08 OPEN MEETINGS.

(1) The Board of Supervisors, committees, boards and commissions shall comply with the Open Meeting Law as specified in s. 19.81 of the Wisconsin Statutes.

(2) It is declared to be the policy of the County of Jefferson that the public is entitled to the fullest and most complete information regarding the affairs of county government as is compatible with the conduct of county affairs and the transaction of county business. All meetings of the Board of Supervisors, committees, boards and commissions shall be held in public buildings or any place reasonably accessible to members of the public and shall be "open sessions" as provided by s. 19.83, Wis. Stats., except as hereinafter provided.

(3) The Board of Supervisors, or any committee, board or commission, upon motion duly made and carried, may convene in closed session for the reasons provided in this section. The motion shall be carried by a majority vote in such manner that the vote of each member is ascertained and recorded in the minutes. No motion to convene in closed session may be adopted unless the chief presiding officer announces to those present at the meeting at which such motion is made, the nature of the business to be considered at such closed session, and the specific statutory exemption under s. 19.85(1) by which such closed session is claimed to be authorized. Such announcement shall become part of the record of the meeting. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session. A closed session may be held for any of the following purposes:

- (a) Deliberating after any judicial or quasi-judicial trial or hearing;
 - (b) Considering dismissal, demotion, licensing or discipline of any county employee, unless an open session is requested by the person charged or otherwise under discussion;
 - (c) Considering employment, promotion, compensation or performance valuation data of any county employee;
 - (d) Considering strategy for crime detection or prevention;
 - (e) Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specific public business, whenever competitive or bargaining reasons require a closed session;
 - (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to;
 - (g) Conferring with county legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation;
 - (h) Consideration of requests for confidential written advice from the Ethics Code Administrator.
- (4) Neither the County Board or any committee, board or commission may convene in closed session and, thereafter, reconvene in open session within 12 hours after completion of the closed session unless public notice of such subsequent open session was given at the same time and in the same manner as the public notice of the meeting convened prior to the closed session. Notices of meetings shall be given as provided by law and, whenever feasible, the County Administrator shall post notices of meetings in the lobby of the Courthouse.
- (5) The election of County Board Chairperson and County Board Vice Chairpersons shall be by secret ballot. No other secret ballot may be utilized to determine any election or other decision of county government.
- (6) No member of the County Board shall be excluded from any closed session of the County Board or any standing committee of the Board; however, no person attending a closed session shall divulge any information pertaining to such closed session without specific authorization to do so.
- (7) The minutes, records, proceedings and papers of a closed session shall be privileged and shall not be made available to the public unless authorized by the County Board, committee, board or commission involved until such time as the purpose necessitating such closed session no longer exists.
- (8) **Vacancies.** If a vacancy occurs on the board, the County Board Chairperson shall appoint a person who is a qualified elector and resident of the supervisory district to fill the vacancy subject to confirmation by majority vote of the County Board of Supervisors. The successor shall serve for the unexpired portion of the term to which the person is appointed, unless the board orders a special election to fill the vacancy, in which case the person appointed shall serve until his or her successor is elected and qualified. A person so elected shall serve for the remainder of the unexpired term. [Ord. No. 2014-31, 12-09-14]

3.09 AMENDMENTS TO RULES. Amendments to these rules of order may be made by a two-thirds vote of the members attending the board meeting. Proposed amendments shall be introduced at a session of the Board and laid over until the next regular session before action is taken. The rule pertaining to amendments may be suspended only upon unanimous consent of the board members attending such meeting. Notwithstanding the foregoing, s. 3.01(1) & (2) may be amended upon majority vote at any regular meeting without necessity of laying such amendment over until the next regular session or suspension of the rules. Notwithstanding the foregoing, any section hereof may be amended at the County Board's organizational meeting upon majority vote without necessity of laying such amendment over until

the next regular session or suspension of the rules. For purposes of the organizational meeting, prior rules of the Board shall be considered to be in effect, insofar as applicable, for the purposes of conducting the organizational meeting.

Adopted: 04-15-2014
Last Amended: 12-08-15

#13

RESOLUTION NO. 2015-_____

Resolution in support of the Wisconsin department of Health Services enhancing the quality of the Medicaid non-emergency medical transportation system

WHEREAS, Prior to 2010, the Wisconsin Medicaid Non-Emergency Medical Transportation (NEMT) program was largely county-administered; and

WHEREAS, The Wisconsin legislature enacted law in 2010, which required the county-administered system to be replaced by a transportation brokerage model; and

WHEREAS, the brokerage model is operated by a provider under contract with the Wisconsin Department of Health Services, as well as subcontractors of the contracted provider; and

WHEREAS, The Wisconsin Legislative Audit Bureau conducted an audit of this program and issued Legislative Audit Bureau report #15-4 in May, 2015, detailing its findings; and

WHEREAS, Legislative Audit Bureau report #15-4 documents performance metrics of the system and found that within a one-year period, 5.8% of recipients experienced at least one instance of having a scheduled medical appointment fail because the provider never arrived; and

WHEREAS, Legislative Audit Bureau report #15-4 estimates that the cost of the program increased from an estimated \$44.4 million in FY2009-2010- to \$56.1 million in FY2013-2014, an increase of over 26%; and

WHEREAS, the contract between Wisconsin Department of Health Services and the transportation broker is based upon a capitated rate system, in which the vendor is paid a set amount based on membership, rather than number of rides or quality of service, which is a potential disincentive to provide the service.

NOW, THEREFORE , BE IT RESOLVED that the Board of Supervisors of Jefferson County herein assembled urges the State of Wisconsin Legislature and the Wisconsin Department of Health Services to utilize the information in the Legislative Audit Bureau report and feedback from consumers, to guide substantive changes to the program which address the inconsistency of trips, cost growth and contract payment structure including county operated Medicaid transportation system should a county choose to do so. This solution would better serve consumers and maintain strong stewardship of public funds.

BE IT FURTHER RESOLVED that this resolution be forwarded to all Wisconsin County Clerks, the Wisconsin Counties Association and to the Health and Human Services Steering Committee of the Wisconsin Counties Association.

Ayes _____ Noes _____ Abstain _____ Absent _____ Vacant _____

Requested by
Administration & Rules Committee
Human Services Board

03-08-16

REVIEWED: Administrator _____; Corp. Counsel _____; Finance Director _____

#14

RESOLUTION NO. 2015-94

RESOLUTION BY THE GOVERNMENT SERVICES COMMITTEE OPPOSING ANY
LEGISLATION EXPANDING THE SUBPOENA PROCESS

To the Honorable Members of the Racine County Board of Supervisors:

BE IT RESOLVED by the Racine County Board of Supervisors that Racine County hereby opposes any legislation expanding the subpoena process, and

BE IT FURTHER RESOLVED by the Racine County Board of Supervisors that the Racine County Clerk be directed to forward a copy of this resolution to all Wisconsin Counties, the Racine County Executive, and the Racine County Lobbyist for distribution to the Legislature and Governor.

Respectfully submitted,

1st Reading 12-15-15

2nd Reading 1-12-16

BOARD ACTION

Adopted yes
For _____
Against _____
Absent _____

VOTE REQUIRED: Majority

Prepared by:
Corporation Counsel

Government Services Committee

Pamela Zenner Richards, Chairman

Ronald Molnar, Vice-Chairman

John A. Wisch, Secretary

Kiana Harden Johnson

Thomas Roanhouse

Robert Grove

Janet Bernberg

1 Resolution No. 2015-94

2 Page Two

3
4
5 The foregoing legislation adopted by the County Board of Supervisors of
6 Racine County, Wisconsin, is hereby:

7 Approved: X

8 Vetoed: _____

9
10 Date: 01-15-16

11
12 
13 Jonathan Delagrave, County Executive
14
15
16
17

18 **INFORMATION ONLY**

19
20 **WHEREAS**, assembly bill 90 reorganizes each chapter of the criminal code
21 procedure;

22
23 **WHEREAS**, the attorney general has expressed concern regarding the expedited
24 discovery provisions that remain in the bill; the lack of adoption technology innovations
25 such as electronic signatures, electronic filing and electronic discovery, and changes to
26 the subpoena process that expand the ability to obtain private documents from crime
27 victims and third parties which could include victim service agencies; and
28

29 **WHEREAS**, the expansion of the subpoena process could subject victims to
30 uncontrolled access into their private records, such as treatment and health care records.
31 The burden would be on the victim or other third parties to take legal action to protect
32 their privacy.

**DOOR COUNTY****Resolution No. 2016-07**

Page 1 of 2

**RECOMMENDATIONS AS TO LEGISLATION THAT IMPACTS
PLANNING, ZONING, AND LAND USE LAWS****TO THE DOOR COUNTY BOARD OF SUPERVISORS:**

1 **WHEREAS**, Door County requested, by adoption of Resolution 2015-58 on June 23, 2015, that Item
2 #23 of Motion #520, §§ 1922am – 1922L of the biennial budget bill, representing proposed revisions to §
3 59.692, Wis. Stats., Zoning of Shorelands, be removed from the biennial budget bill and addressed in
4 stand-alone legislation. This request, although echoed by dozens of other counties, fell on deaf ears.

5
6 **WHEREAS**, 2015 Wisconsin Act 55 (the biennial budget bill), including the revisions to § 59.692, Wis.
7 Stats., was enacted on July 12, 2015, published July 13, 2015, and in full force and effect from and after
8 July 14, 2015, significantly and immediately changing the state's shoreland zoning policy, purpose, and
9 regulations. These changes were enacted without meaningful notice, public input opportunity, review by
10 and input from local units of government, or analysis by the Wisconsin Department of Natural Resources.

11
12 **WHEREAS**, Predictably, the manner in which this legislation came about has resulted in a general
13 state of confusion as to interpretation and implementation of the 2015 Wisconsin Act 55 shoreland zoning
14 revisions. Opinions and interpretations have been put forth by the Wisconsin Department of Natural
15 Resources (DNR), the Wisconsin Counties Association (WCA), the Wisconsin Legislative Council, and
16 others regarding the meaning and impact of the 2015 Wisconsin Act 55 shoreland zoning revisions. These
17 opinions and interpretations are not entirely consistent regarding the interplay of the 2015 Wisconsin Act
18 55 shoreland zoning revisions with existing law, including Ch. NR 115, Wis. Adm. Code ["NR 115"] and
19 §§ 59.69, 59.692, and 281, Wis. Stats. Consequently, there is a lack of clear guidance regarding what the
20 2015 Wisconsin Act 55 shoreland zoning revisions require and allow, and a resulting uncertainty as to
21 implementation, administration, and enforcement of shoreland zoning at the county level.

22
23 **WHEREAS**, Wisconsin counties have been authorized by state statutes since 1968 to enact and
24 administer general zoning regulations in towns choosing to be subject to those regulations. The
25 enabling legislation is currently codified in § 59.69, Wis. Stats.

26
27 **WHEREAS**, Wisconsin counties have been required by state statutes since 1968 to enact and
28 administer shoreland zoning regulations. The enabling legislation is codified in § 59.692, Wis. Stats., with
29 rules and standards promulgated by the DNR and set forth in NR 115.

30
31 **WHEREAS**, State statutes dictate the process by which counties may revise shoreland or zoning
32 regulations, said process typically involves numerous steps and notifications and opportunities for
33 town board and public input. This process generally takes anywhere from 4-8 weeks to complete.

34
35 **WHEREAS**, Subsequent to enactment of the 2015 Wisconsin Act 55 shoreland zoning revisions, a
36 number of bills were proposed, including AB563, AB582, AB583 and AB600, that impact planning,
37 zoning and land-use at the local level. These bills were introduced one week, and several were sent
38 to public hearing the next, offering little or no opportunity for public input, or analysis by state or local
39 regulators of the meaning of the bills or how the proposed laws would interact with existing laws.

40
41 **WHEREAS**, The development community and property owners typically seek information from
42 county code administrators regarding pertinent zoning regulations months before submitting final
43 applications, relying on the code administrators to provide accurate information as to the zoning
44 regulations surrounding a project. The changes brought about by the 2015 Wisconsin Act 55 shoreland
45 zoning revisions, and the piecemeal bills subsequently introduced and fast-tracked, have created a
46 climate of uncertainty and frustration for the development community, property owners, and county
47 code administrators, all of which contributes to a loss of efficiency and productivity.



RECOMMENDATIONS AS TO LEGISLATION THAT IMPACTS PLANNING, ZONING, AND LAND USE LAWS

DOOR COUNTY

ROLL CALL Board Members	Aye	Nay	Exc.
AUSTAD			
BACON			
BRANN			
BUR			
ENGLEBERT			
ENIGL			
FISHER			
GUNNLAUGSSON			
HAINES			
HALSTEAD			
KOCH			
KOHOUT			
KOK			
LIENAU			
MOELLER			
NEINAS			
SCHULTZ			
SITTE			
SOHNS			
VIRLEE			
ZIPPERER			

BOARD ACTION

Vote Required: Majority Vote of a Quorum

Motion to Approve Adopted ☒1st Fisher Defeated ☐2nd Kohout

Yes: _____ No: _____ Exc: _____

Reviewed by:

 Corp. Counsel

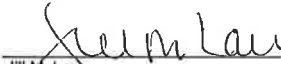
Reviewed by:

 Administrator

FISCAL IMPACT: Adoption of
this resolution will not have a fiscal
impact. MEJ

Certification:

I, Jill M. Lau, Clerk of Door County, hereby certify
that the above is a true and correct copy of a
resolution that was adopted on the 26th day
of January, 2016 by the Door County Board of
Supervisors.


Jill M. Lau
County Clerk, Door County

1 **NOW, THEREFORE, BE IT RESOLVED**, that the Door County Board
2 of Supervisors respectfully requests that the legislature discontinue the
3 practice of putting forth and fast-tracking piecemeal bills regarding planning,
4 zoning, and land use.

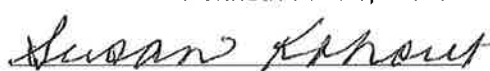
5
6 **BE IT FURTHER RESOLVED**, that the Door County Board of
7 Supervisors urges the state legislature to instead adopt a systematic review
8 by a group of primary stakeholders of state laws (existing or proposed) that
9 impact planning, zoning, and land use, with a concurrent process involving
10 notice and public input opportunities. This will result in the thoughtful and
11 deliberate consideration that is certainly due planning, zoning, and land use
12 laws.

13
14 **BE IT FURTHER RESOLVED**, by the Door County Board of
15 Supervisors, that Door County would welcome the opportunity to participate
16 in comprehensive, collaborative discussions, public listening sessions, and
17 hearings regarding state shoreland and comprehensive zoning regulations
18 to discuss manners in which each could be improved.

19
20 **BE IT FURTHER RESOLVED**, that the County Clerk is to forward
21 copies of this resolution to Governor Scott Walker, the Secretary of the DNR
22 of the State of Wisconsin, all members of the Wisconsin Legislature, and
23 each county in the State of Wisconsin.

SUBMITTED BY: RESOURCE PLANNING COMMITTEE


Kenneth Fisher, Chair


Susan Kohout


David Lienau


David Enigl

Don Sitte

RESOLUTION NO.: 120—2015-16

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

MAJORITY

1 Legislation has been proposed which will allow a dairy farmer to sell unpasteurized (raw)
2 milk and raw milk products such as butter and cheese directly to consumers on the farm
3 where the milk products are produced. Currently law generally prohibits the sale of raw
4 milk and raw milk products. Raw milk can carry harmful bacteria and other germs that can
5 cause serious sickness. This resolution opposes any legislation allowing the sale of
6 unpasteurized milk and raw milk products.
7

8 NOW THEREFORE, the undersigned members of the Health and Human Services Committee
9 recommend adoption of the following resolution.

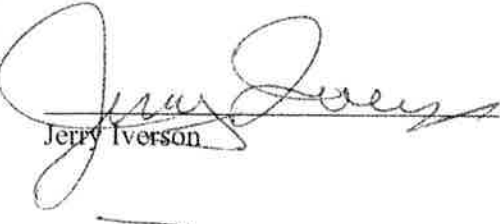

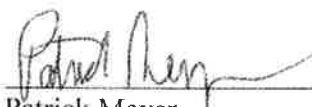
10 BE IT RESOLVED, that the Outagamie County Board of Supervisors does oppose any
11 legislation which would allow a dairy farmer to sell unpasteurized (raw) milk and raw milk products,
12 and

13 BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy
14 of this resolution to the Outagamie County Health and Human Services Director, the Outagamie County
15 Executive, all Wisconsin counties, and the Outagamie County Lobbyist who will distribute to the
16 Legislature and Governor.

17 Dated this 12th day of January 2016

Respectfully Submitted,

HEALTH & HUMAN SERVICES COMMITTEE


Jerry Iverson
Barney Lemanski
Kevin Behnke
Patrick Meyer


Cathy Spears

Duly and officially adopted by the County Board on: January 12, 2016

Signed:  
Board Chairperson County Clerk

Approved: 1-13-16 Vetoed: _____

Signed: 
County Executive



State of Wisconsin
2015 - 2016 LEGISLATURE

LRB-2821/1
MCP:klm

2015 BILL

1 **AN ACT** to renumber 97.24 (3); to renumber and amend 97.22 (8); to amend
2 97.20 (2) (e) 1., 97.22 (2) (a), 97.24 (2) (a) and 97.24 (2) (b); and to create 97.22
3 (2) (d), 97.22 (8) (bm), 97.24 (2m), 97.24 (3) (b) and 97.29 (1) (g) 1m. of the
4 statutes; relating to: the sale of unpasteurized milk and unpasteurized milk
5 products and an exemption from requirements for certain dairy farms.

Analysis by the Legislative Reference Bureau

This bill allows a dairy farmer to sell unpasteurized (raw) milk and raw milk products such as butter and cheese directly to consumers on the farm where the milk and milk products are produced. Current law generally prohibits the sale of raw milk and raw milk products.

This bill also exempts certain dairy farmers from licensing requirements under current law. Current law requires a dairy farmer to have a milk producer license from the Department of Agriculture, Trade and Consumer Protection (DATCP) and requires a facility that processes or manufactures dairy products such as butter or cheese to have a dairy plant license from DATCP. Current law also requires a facility engaging in food processing to have a food processing license from DATCP, but provides an exception for dairy plants that have a dairy plant license. Under the bill, a dairy farmer does not need to have a milk producer license if the only milk sold by the dairy farmer is raw milk that is sold to consumers on the farm where the milk is produced. The bill also exempts dairy farmers from needing a dairy plant or food processing license if the only milk products that the dairy farmer processes or

2015 ~ 2016 Legislature

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LRB--2821/1
MCP:klm**BILL**

manufactures are raw milk products for sale to consumers on the farm where the milk is produced.

In addition, this bill exempts certain dairy farmers from the grade A permitting requirements under current law. Current law prohibits the sale to consumers of milk or fluid milk products that are not grade A milk or fluid milk products. A dairy farmer or dairy plant operator selling grade A milk or grade A fluid milk products must have a grade A permit. The standards for producing grade A milk and milk products are more stringent than for non-grade A milk and milk products. Under the bill, a dairy farmer may sell non-grade A raw milk or raw milk products directly to consumers on the farm where the milk and milk products are produced.

Finally, this bill creates exemptions to DATCP rules relating to the operation of dairy farms and dairy plants and the testing and quality of milk and milk products. Under the bill, these DATCP rules do not apply to raw milk or raw milk products sold directly to consumers on the farm or to the operation of a dairy farm or dairy plant that does not sell or distribute milk or milk products other than raw milk or raw milk products.

For further information see the *state* fiscal estimate, which will be printed as an appendix to this bill.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

1 **SECTION 1.** 97.20 (2) (c) 1. of the statutes is amended to read:

2 97.20 (2) (e) 1. A farm manufacturing or processing dairy products solely for
3 consumption by the owner or operator of the farm, or members of the household, or
4 nonpaying guests or employees, or sale as authorized under s. 97.24 (2m).

5 **SECTION 2.** 97.22 (2) (a) of the statutes is amended to read:

6 97.22 (2) (a) *License required.* No Except as provided in par. (d), no person may
7 operate a dairy farm as a milk producer without a valid license issued by the
8 department for that dairy farm. A license expires on April 30 annually and is not
9 transferable between persons or dairy farms. Every Except as provided in par. (d),
10 every milk producer shall comply with standards applicable to the production of milk
11 and fluid milk products under this chapter and rules promulgated under this
12 chapter.

2015 - 2016 Legislature

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MCP:klm

BILL**SECTION 3**

1 **SECTION 3.** 97.22 (2) (d) of the statutes is created to read:

2 97.22 (2) (d) *Exemptions.* A milk producer license under this section is not
3 required for a milk producer that does not sell or distribute milk or milk products
4 other than unpasteurized milk or unpasteurized milk products as authorized under
5 s. 97.24 (2m). The standards applicable to the production of milk and fluid milk
6 products under this chapter and rules promulgated under this chapter do not apply
7 to unpasteurized milk or unpasteurized milk products that are sold or distributed
8 as authorized under s. 97.24 (2m), or to the operation of a dairy farm by a milk
9 producer that does not sell or distribute milk or milk products other than
10 unpasteurized milk or unpasteurized milk products as authorized under s. 97.24
11 (2m).

12 **SECTION 4.** 97.22 (8) of the statutes is renumbered 97.22 (8) (am), and 97.22 (8)
13 (am) (intro.), as renumbered, is amended to read:

14 97.22 (8) (am) (intro.) The department may promulgate rules to establish the
15 fees required under sub. (2) (b) or (4) (a) or to govern the operation of dairy farms by
16 milk producers, subject to par. (bm). The rules may include standards for any of the
17 following:

18 **SECTION 5.** 97.22 (8) (bm) of the statutes is created to read:

19 97.22 (8) (bm) The rules promulgated under par. (am) do not apply to
20 unpasteurized milk or unpasteurized milk products that are sold or distributed as
21 authorized under s. 97.24 (2m) or to the operation of a dairy farm by a milk producer
22 that does not sell or distribute milk or milk products other than unpasteurized milk
23 or unpasteurized milk products as authorized under s. 97.24 (2m).

24 **SECTION 6.** 97.24 (2) (a) of the statutes is amended to read:

2015 - 2016 Legislature

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LRB--2821/1

MCP:klm

BILL**SECTION 6**

1 97.24 (2) (a) No person may sell or distribute any milk, other than
2 unpasteurized milk as authorized under s. 97.24 (2m), unless that milk is produced,
3 processed and distributed in compliance with standards established by the
4 department by rule under this chapter.

5 **SECTION 7.** 97.24 (2) (b) of the statutes is amended to read:

6 97.24 (2) (b) No person may sell or distribute any milk or fluid milk products,
7 other than unpasteurized milk or unpasteurized milk products as authorized under
8 s. 97.24 (2m), which are not grade A milk or grade A milk products to consumers, or
9 to any restaurant, institution or retailer for consumption or resale to consumers.
10 Grade A milk and grade A milk products shall be effectively pasteurized, and shall
11 be produced, processed and distributed in compliance with standards established by
12 the department by rule under this chapter.

13 **SECTION 8.** 97.24 (2m) of the statutes is created to read:

14 **97.24 (2m) SALE OF UNPASTEURIZED MILK AND UNPASTEURIZED MILK PRODUCTS.** (a)
15 In this subsection, "milk products" means cultured buttermilk, kefir, yogurt, whey,
16 ice cream, butter, and cheese.

17 (b) A milk producer may sell unpasteurized milk and unpasteurized milk
18 products directly to a consumer on the milk producer's dairy farm where the milk and
19 milk products are produced.

20 **SECTION 9.** 97.24 (3) of the statutes is renumbered 97.24 (3) (a).

21 **SECTION 10.** 97.24 (3) (b) of the statutes is created to read:

22 97.24 (3) (b) The rules promulgated under par. (a) do not apply to
23 unpasteurized milk or unpasteurized milk products that are sold or distributed as
24 authorized under s. 97.24 (2m) or to the operation of a dairy farm by a milk producer

2015 – 2016 Legislature

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LRB-2821/1

MCP:klm

SECTION 10

BILL

1 that does not sell or distribute milk or milk products other than unpasteurized milk
2 or unpasteurized milk products as authorized under s. 97.24 (2m).

3 **SECTION 11.** 97.29 (1) (g) 1m. of the statutes is created to read:

4 97.29 (1) (g) 1m. Activities at a dairy farm that is not required to have a dairy
5 plant license under s. 97.20 (2) (e) 1.

6 (END)