

# **AGENDA**

## **Administration & Rules Committee**

**Jefferson County Courthouse  
311 S. Center Avenue  
Jefferson, WI 53549**

Wednesday, June 22, 2016, Room 112, 8:30 a.m.

### **Committee Members**

Amy Rinard, Chair; Jim Braughler, Vice-Chair; Steve Nass, Secretary; Jennifer Hanneman; 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 May 25, 2016 Committee meeting minutes
7. Approval of the June 14, 2016 County Board meeting minutes
8. Communications
9. Discussion and possible action on RFP for County Board Video Services
10. Discussion and possible action on resolutions, letters or reports from other governmental agencies
  - a. Waushara County Resolution – Urging the Amendment of §43.12, Wis. Stats, Related to Library Funding
  - b. WCA Resolution – Urging the Legislature and Governor to agree upon a sustainable solution for state and local road funding
11. Discussion and possible action on Task Force assignments – County Board Committee and work flow process
12. Discussion and possible action on Wisconsin Counties Association (WCA) materials “What are Counties?”
13. Financial Reports (May)
  - a. Clerk of Courts
  - b. Corporation Counsel
  - c. County Administrator
  - d. County Board
  - e. County Clerk
  - f. Register of Deeds
14. County Administrator’s monthly report
15. Convene in closed session pursuant to state statutes 19.85 (1)(c) to consider the County Administrator’s performance evaluation data
16. Reconvene in open session for possible action on items discussed in closed session
17. Discussion of revising evaluation form used for evaluating County Administrator’s performance
18. Discussion and possible action on tentative future meeting schedule and agenda items (July 20, 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**

#6

**May 25, 2016**  
Administration & Rules Committee

**1. Call to Order**

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

**2. Roll Call**

**Administration and Rules Committee Members**

Members present: Jim Braughler, Jennifer Hanneman, Steve Nass, Jim Schroeder and Amy Rinard.

Others Present: Ben Wehmeier, County Administrator; Donna Haugom, Emergency Management Director; Barb Frank, County Clerk; J. Blair Ward, Corporation Counsel; Brian Lamers, Finance Director; Carla Robinson, Clerk of Courts and Barb Frank, County Clerk.

**3. Certification of compliance with Open Meeting Law Requirements**

Wehmeier certified compliance with the open meeting law.

**4. Election of Officers**

Nass nominated Rinard for Chair; Second by Hanneman (Ayes-All) Motion Carried.

Nass nominated Braughler for Vice Chair; Second by Hanneman (Ayes-All) Motion Carried.

Braughler nominated Nass for Secretary; Second by Hanneman (Ayes-All) Motion Carried.

**5. Review of Agenda**

No changes.

**6. Public Comment**

None

**7. Approval of April 27, 2016 Committee meeting minutes**

Motion by Hanneman; Second by Braughler to approve the April 27, 2016 Committee meeting minutes as presented. (Ayes-4, Nass Abstained) Motion carried.

**8. Approval of the April 19, 2016 County Board minutes on behalf of the County Board pursuant to Section 3.05 (2)(a) of the Board Rules in order to meet the publication requirement under Sec 59.14 (2), Stats**

Motion by Schroeder Second by Hanneman to approve the April 19, 2016 County Board meeting minutes as corrected. (Ayes -All) Motion Carried.

**9. Approval of the May 10, 2016 County Board meeting minutes**

Motion by Nass Second by Schroeder to approve the May 10, 2016 County Board meeting minutes as corrected. (Ayes -All) Motion Carried

**10. Communications-None**

**11. Discussion and possible action on resolution allowing the Clerk of Court to contract with the Department of Revenue for debt collection**

A draft resolution was provided for review. Robinson explained that this would be an additional tool for collecting debt.

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

**12. Discussion and possible endorsement of county administrator developing a county working group related to Fire/EMS with membership including municipalities, townships and Fire/EMS**

Wehmeier explained some of the issues behind the development of this working group. This may be helpful to facilitate a plan within the groups. The committee supports this idea. No further action taken.

Motion by Schroeder; Second by Nass to endorse the development of a county working group related to Fire/EMS with membership including municipalities, townships and Fire/EMS (Ayes-All) Motion Carried.

**13. Discussion and possible action on committee chair meeting**

Schroeder is working on getting a meeting set up in June. Frank talked about some of the agenda items that would be discussed. Other items included discussion of meeting times to accommodate the public and supervisors, committee structure, consistency of meeting agenda format and county board size. Staff will find a date and set an agenda for the meeting. No further action taken.

**14. Discussion and possible action on Council of Governments**

Schroeder explained that this may be held at Fair Park on Thursday, July 28<sup>th</sup>. It is hoped that this will provide opportunities to work together and provide a united front with state and federal government. No action taken.

**15. Discussion and possible action on Wisconsin Counties Association (WCA) annual meeting resolution deadline**

Wehmeier explained that there were no resolutions brought forward at this time. No action taken.

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

None

**17. Discussion and possible action on Task Force assignments – County Board Committee and work flow process**

No action taken.

**18. Financial Reports (April)**

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

Financial Reports were provided for review. No action taken.

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

Wehmeier reported the following highlights: Attended meeting with Department of Justice in preparation for TAD grant, met with ERP representative- contract should go to County Board in June, attended county administrators meeting - trying to develop routine meetings, working on 4-H coverage for fair, medical college meetings, meeting with governor, VA issues concerning grants that counties receive, LEAN kickoff meetings - five county projects are being worked on, COOP finalizations, Canine & Law Enforcement Officers Memorial Ceremony was held, the dairy breakfast was well attended, attended Town Hall meeting in Ixonia, met with Waukesha County Executive on collaborative efforts, hosted joint Sheriff & Chief Association & CJCC presentation on heroin, there will be a statewide emergency management exercise on June 8<sup>th</sup>, Wehmeier will be speaking at a Memorial Day Ceremony on Monday. No action taken.

**20. Tentative Future Agenda Items and Meeting Dates (June 22, 2016 – Jul 20, 2016)**

- Approval of May 25, 2016 Administration & Rules Committee meeting minutes
- Approval of June 14, 2016 County Board meeting minutes
- Task Force Assignments - County Board Committee and work flow process
- Discussion and possible action on RFP for County Board Video Services

**21. Adjourn**

Motion made by Hanneman; Second by Schroeder to adjourn at 9:58 a.m. (Ayes-All) Motion Carried.

#10a

**RESOLUTION NO. 13-05-16**  
**A RESOLUTION URGING THE AMENDMENT OF**  
**§43.12, WIS. STATS., RELATED TO LIBRARY FUNDING**

WHEREAS, Waushara County recognizes the importance of public libraries and the information and resources public libraries provide; and

WHEREAS, Waushara County is committed to and does provide substantial financial support to the public libraries located in Waushara County; and

WHEREAS, current library law, specifically Wis. Stat. §43.12, has had unintended financial consequences on the residents of Waushara County; and

WHEREAS, under the existing provisions of Wis. Stat. §43.12, Waushara County is required to make payment to adjoining counties for materials loaned from adjoining county libraries to residents of Waushara County; and

WHEREAS, the existing law does not require the billing county to provide usage data by municipality, which would assist Waushara County in determining where to provide library services; and

WHEREAS, existing law arbitrarily sets a 70% reimbursement rate formula for library services of another county, which results in large discrepancies in the per circulation amount charged by libraries in adjacent counties.

NOW THEREFORE, the Waushara County Board of Supervisors does hereby encourage the Wisconsin State Legislature and Governor's Office to amend Wis. Stat. §43.12 as follows:

43.12(1)(a) By March 1 of each year, ~~each of the following~~ payments of not less than the minimum amount calculated under par. (b) shall be made:

1. ~~Except as provided in subd. 2--~~ by a county that does not maintain a consolidated public library for the county under s.34.57 and that contains residents who are not residents of a municipality that maintains as public library under s.43.52 or 43.53, to each public library in the county ~~and to each public library in an adjacent county, other than a county with a population of at least 500,00 or a county that maintains a consolidated public library for the county.~~

Repeal the following sections in full: 43.12(1)(a)2, 43.12(1)(a)3, 43.12(1m)

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Waushara County representatives of the State Legislature and to the Governor's Office.

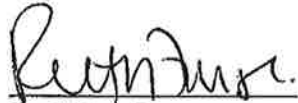
Resolution No. 13-05-16

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_ Absent \_\_\_\_\_ ☒ Voice Vote

☒ Approved and adopted this 17<sup>th</sup> day of May 2016.

☐ Denied this 17<sup>th</sup> day of May 2016.

Approved as to Form:



Ruth Zouski  
Corporation Counsel

Submitted by:



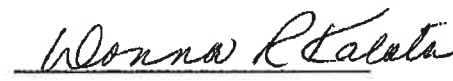
Donna R. Kalata, Chair  
Executive Committee

Attest:



Melanie R. Stake  
Waushara County Clerk

Signed by:



Donna R. Kalata, Chair  
Waushara County Board of Supervisors

#106

**FROM:** Dan Bahr, Government Affairs Associate

**DATE:** May 24, 2016

**SUBJECT:** Revised Sample Transportation Resolution

Last week, the WCA Government Affairs Staff sent out a sample transportation resolution for your consideration. That resolution is related to support for the "Just Fix It" campaign and sustainable transportation funding.

Recently it has been suggested by many in the WCA membership that an additional "where as" clause be added to enhance the resolution that we sent you. Below is additional language related to Mass Transit Operating Aids and County Elderly and Disabled Transportation assistance for your consideration:

***"WHEREAS, Mass Transit Operating Aids and County Elderly and Disabled Transportation assistance programs are funded through the state gas tax and vehicle registration user fee system. These programs are critical to ensuring that transportation services are delivered to vulnerable citizens. Proper funding for these programs helps ensure that all citizens have an opportunity to access the workplace as well as the marketplace."***

To view the updated resolution with the aforementioned language, click below:

***REVISED Sample Transportation Resolution***

WCA asks that counties consider adoption of this resolution encouraging Wisconsin's elected leaders "Just Fix It," as it relates to funding Wisconsin's transportation infrastructure. If you choose to adopt a resolution on this topic, please forward it to WCA.

Email: [mail@wicounties.org](mailto:mail@wicounties.org)

Fax: 608.633.7189

Mail: 22 E. Mifflin St., Suite 900, Madison, WI 53703

We would like to track the resolutions at the county level to show local support. Thank you for your consideration, please feel free to contact the WCA Government Affairs Staff with any questions.

***Please visit the "Just Fix It" website for additional details.***

## **Transportation Sample Resolution**

WHEREAS, local government in Wisconsin is responsible for about 90% of the road miles in the state; and

WHEREAS, Wisconsin's diverse economy is dependent upon county and town roads as well as city and village streets and transit systems across the state; and

WHEREAS, according to "Filling Potholes: A New Look at Funding Local Transportation in Wisconsin," commissioned by the Local Government Institute of Wisconsin (LGI) the condition of Wisconsin's highways is now in the bottom third of the country; and

WHEREAS, state funding for local roads in Wisconsin has failed to keep up with costs over the past several decades which has adversely affected local transportation finances. According to "Filling Potholes," municipal transportation spending has declined from \$275 per capita in 2000 to \$227 in 2012; and

WHEREAS, Mass Transit Operating Aids and County Elderly and Disabled Transportation assistance programs are funded through the state gas tax and vehicle registration user fee system. These programs are critical to ensuring that transportation services are delivered to vulnerable citizens. Proper funding for these programs helps ensure that all citizens have an opportunity to access the workplace as well as the marketplace; and

WHEREAS, levy limits do not allow local government to make up for the deterioration of state funding; and

WHEREAS, Wisconsin's over-reliance on borrowing eats away at the state's segregated funding sources – the state gas tax and vehicle registration fees – which increasingly pay debt service rather than fund transportation needs; and

WHEREAS, safety is a primary concern and responsibility of local governments across Wisconsin. Unfortunately, according to TRIP, a national non-profit transportation research group, Wisconsin had 347 non-interstate, rural road fatalities in 2013; and

WHEREAS, the \_\_\_\_\_ *board/ council* recognizes that our state highway and interstate system is the backbone of our surface transportation system and plays a vital role in the economy of Wisconsin. Both local *and* state roads need to be properly maintained in order for our economy to grow; and

WHEREAS, from a competitive standpoint Wisconsin motorists pay significantly less than any of our neighbors when you combine the annual cost of the state gas tax and vehicle registration fees; and

WHEREAS, the Transportation Finance and Policy Commission, appointed by the Governor and Legislature clearly found that if Wisconsin does not adjust its user fees, the condition of both our state and local roads will deteriorate significantly over the next decade.

NOW, THEREFORE, BE IT RESOLVED by the \_\_\_\_\_  
County Board of Supervisors/ City Council/Village Board/ Town Board urge the Governor and Legislature to Just Fix It and agree upon a sustainable solution: one that includes a responsible level of bonding and adjusts our user fees to adequately and sustainably fund Wisconsin's transportation system. Furthermore, the County Board of Supervisors/ City Council/Village Board/ Town Board directs the Clerk to send a copy of this resolution to our State Legislators and to Governor Scott Walker.