

# AGENDA

## Executive Committee

### Videoconference OR

**Jefferson County Courthouse  
311 S. Center Avenue, Room 202  
Jefferson, WI 53549**

Wednesday, January 26, 2021

8:30 a.m.

### Committee Members

Amy Rinard, Chair; Jim Braugher, Vice Chair; Conor Nelan, Secretary; Steve Nass; Michael Wineke

Register in advance for this meeting:

[https://us06web.zoom.us/meeting/register/tJEoc-ggpzljGdwRVTFIHeH3ZjOK0zqq4a70](https://us06web.zoom.us/join/https://us06web.zoom.us/meeting/register/tJEoc-ggpzljGdwRVTFIHeH3ZjOK0zqq4a70)

After registering, you will receive a confirmation email containing information about joining the meeting.

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 December 29, 2021 Executive Committee meeting minutes
7. Approval of January 11, 2022 County Board minutes
8. Communications
9. Discussion and possible action on 2022-2024 official newspaper bid documents
10. Discussion and possible action on amendments to the county board rules
11. Discussion and possible action on County Board Supervisor Orientation
12. Discussion and possible action on Remote Attendance Policy and Telecommuting Policy in the Board Rules
13. Discussion on Social Media Policy
14. Discussion and possible action on Comprehensive Plan Implementation process
15. County Administrator's monthly report
16. Discussion and possible action on tentative future meeting schedule and agenda items.
17. 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.

## COMMITTEE MINUTES

December 29, 2021

Executive Committee

1. **Call to Order**  
Meeting was called to order by Rinard at 8:30 a.m.
2. **Roll Call**  
Members present: Jim Braughler, Vice Chair; Steve Nass, Chair present at 8:43; Michael Wineke  
Members present via ZOOM: Conor Nelan and Amy Rinard, Secretary  
Others Present: Ben Wehmeier, County Administrator; J. Blair Ward, Corporation Counsel; Sarana Stolar, Corporation Counsel, Supervisor Anita Martin; Supervisor Richard Jones, Supervisor Laura Payne.  
Others present via ZOOM: Audrey McGraw, County Clerk and Marc DeVries, Finance Director
3. **Certification of compliance with Open Meeting Law Requirements**  
Wehmeier certified compliance with the Open Meetings Law.
4. **Review of Agenda**  
No changes.
5. **Public Comment**  
None
6. **Approval of November 24, 2021 Executive Committee meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Braughler/Nelan to approve the committee meeting minutes from November 24, 2021 as printed. Motion passed 5-0.
7. **Approval of December 14, 2021 County Board meeting minutes**  
Draft minutes were provided for review.  
  
Motion by Wineke/Nelan to approve the County Board meeting minutes from December 14, 2021 as printed. Motion passed 5-0.
8. **Communications**  
None
9. **Discussion and possible action on amendments to the county board rules**  
No action taken
10. **Discussion and possible action on Remote Attendance Policy and Telecommuting Policy in the Board Rules**  
No action taken
11. **Discussion and possible action to contract with Municode for codification project**  
Motion by Nass/Nelan to move forward with the Municode for codification project. Motion passed 5-0.
12. **Discussion on Comprehensive Plan Implementation**  
No discussion.
13. **Financial Reports**
  - a. Clerk of Courts
  - b. Corporation Counsel
  - c. County Administrator
  - d. County Board
  - e. County Clerk

Financial Reports were provided for review. No action taken.

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

No action taken.

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

Next regular meeting is scheduled for January 26, 2022 at 8:30 a.m.

Agenda Items:

- Approval of December 29, 2021 Executive Committee minutes
- Approval of January 11, 2021 County Board minutes
- Financial Reports
- County Administrator's Monthly Report
- Discussion and possible action on changes to the board rules
- Discussion and possible action on County Board Supervisor Orientation
- Discussion and possible action on including the Remote Attendance Policy and Telecommuting Policy in the Board Rules
- Discussion on Social Media Policy
- Discussion and possible action on Comprehensive Plan Implementation process

**Adjourn**

Motion by Nass/Braugher to adjourn at 11:00 a.m. Motion passed 5-0.