

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

May 28, 2014

Administration & Rules Committee

1. Call to Order

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

2. Roll Call

Administration and Rules Committee Members

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

Others Present: Ben Wehmeier - County Administrator; Connie Freeberg - Paralegal II; Tammie Jaeger - Administrative Secretary; Phil Ristow - Corporation Counsel; Brian Lamers - Finance Director; Judge Randy Koschnick, Carla Robinson - Clerk of Courts; Andy Erdmann - Land Information Director; Roland Welch - IT Manager.

3. Certification of compliance with Open Meeting Law Requirements

Staff certified compliance with the open meeting law.

4. Review of Agenda

Item 11 & 16 were moved to accommodate staff.

5. Public Comment

None

6. Approval of April 30, 2014 Administration & Rules Committee meeting minutes

Motion made by Braughler; Second by Hanneman to approve the April 30, 2014 Administration & Rules Committee meeting minutes as printed. (Ayes-All) Nass abstained. Motion carried.

7. Approval of May 13, 2014 County Board minutes

Corrections were distributed for the committee members to review.

Motion made by Hanneman; Second by Schroeder to approve the May 13, 2014 County Board meeting minutes as corrected. (Ayes-All) Motion Carried.

8. Communications

- Ordinance "Amend Board Rules on Land Information Council to include Land Information Office Director and the real property lister"
- Ordinance "Delete County Board Chair and Vice Chair as members of Finance Committee"
- Ordinance "Amend Board Rules to reflect Wisconsin Act 373 regarding duties of county clerks"
- County Board and Administration Financial Reports

9. Discussion and possible action on Ordinance "Amend Board Rules on Land Information Council to include Land Information office Director and the real property lister"

A draft ordinance was provided for the committee to review. Ristow provided some information on this Council. Erdman supports this ordinance change.

Motion made by Nass; Second by Hanneman to amend the Board Rules on Land Information Council to include Land Information office Director and the real property lister and advance to the County Board for their consideration. (Ayes-All) Motion carried.

10. Discussion and possible action on Ordinance "Delete County Board Chair and Vice Chair as members of Finance Committee"

A draft ordinance was provided for the committee to review. Ristow discussed the ordinance change. This change would allow the Chair to appoint any supervisor to the Finance Committee.

Motion made by Nass; Second by Hanneman to amend the Board Rules deleting County Board Chair and Vice Chair as members of the Finance Committee. Braughler opposes the change to this ordinance requiring the Board Chair and the Vice chair to be part of the Finance Committee. The current ordinance was passed by the board as a whole vs. committee. (Ayes-4 – Noes - Braughler) Motion carried.

11. Consider creation of a Criminal Justice Collaborating Council and related board rule amendment

A draft resolution was provided for the committee to review. Wehmeier explained that they have been working with staff to develop the Drug and Alcohol Treatment Court. A Criminal Justice Collaboration Council (CJCC) is a common model for area counties. Koschnick supports the creation of this Council. The drug and alcohol court will begin in June. It has been proven that this program has reduced recidivism and jail time.

Motion made by Nass; Second by Hanneman to support the creation of a Criminal Justice Collaborating Council and forward the resolution to the County Board for their consideration. (Ayes-All) Motion Carried.

12. Consider amending Board Rule 3.04 and others relating to the County Clerk's duties under 2013 Wisconsin Act 373

A copy of the ordinance was provided for the committee to review. Wehmeier and Ristow reviewed the changes to this ordinance. This ordinance change would keep the county's current process the same but will require the County Clerk's approval.

Motion made by Braughler; Second by Schroeder to amend the Board Rules relating to the County Clerk's duties under 2013 Wisconsin Act 373 and forward the County Board for their consideration. (Ayes-All) Motion carried.

13. Discussion and possible action on County Board technology

There have been three supervisors testing Chromebooks and they are not pleased with them. The committee discussed technology that other counties are using. The iPad was discussed as an alternative and the additional cost. Welsch explained that the Chromebooks cost approximately \$300 and iPad are \$600. Rinard informed the committee that another county has purchased ipads in bulk in the amount of \$220 each. Wehmeier also discussed the need for upgraded infrastructure of county buildings to accommodate the new technology. Currently our Wi-Fi is available to everyone. The idea of requiring a password to access our Wi-Fi was discussed. The committee would like staff and the Infrastructure Committee to continue to look at other devices that would accommodate the needs of supervisors, as well as the infrastructure and budget needs. Welsch and Wehmeier will meet and report back to the Infrastructure and Administration and Rules Committees.

Motion made by Nass; Second by Hanneman to have staff and the Infrastructure Committee continue to address new technology and infrastructure along with the budget needs. (Ayes-All) Motion carried.

14. Discussion and possible action on new style and format for County Board minutes

A sample copy of the new style and format for the County Board minutes was provided for the committee to review. Rinard reviewed the new format. The committee discussed the changes.

Motion made by Nass; Second by Hanneman to work with the County Clerk on the use of the new style and format for the June minutes. (Ayes-All) Motion carried.

15. Discussion and possible action on renewing the Wisconsin River Rail Transit Commission (WRRTC) membership

Counties are required to notify the commission in July if they want to continue membership to the Wisconsin River Rail Transit Commission. Wehmeier discussed the accomplishments during our current participation. This membership costs \$28,000 per year. Jim Schroeder provided some insight as to why we joined the commission. Wehmeier would like to continue membership for at least one more year to see what progress is made. No action taken.

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

a. **Adams County Resolution – “Resolution in opposition to proposed lapse in state funding to circuit court system”**

Koschnick and Robinson were present to discuss this resolution with the committee. Koschnick gave a brief explanation of how state funding works. The Chief Judges have addressed their concerns on this issue. Koschnick is optimistic that this may not happen and feels that a resolution to the County Board would be premature at this time. He is in touch with the Supreme Court and will bring any information back to the committee. No action taken.

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

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

18. **County Administrator’s monthly reports**

Wehmeier provided a report for the committee to review. He went over the report and addressed questions and comments from the committee.

19. **Set next meeting date**

June 25, 2014

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

- Approval of May 28, 2014 Administration & Rules Committee meeting minutes
- Approval of June 10, 2014 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- Discussion and possible action on County Board technology, infrastructure and budget
- County Administrator’s monthly report
- Discuss recommendations on County Administrator evaluation process
- Discussion and possible action on Farmland Conservation Easement Commission oversight committee

21. **Adjourn**

Motion made by Schroeder; Second by Hanneman to adjourn at 10:09 a.m. (Ayes-All) Motion Carried.

Future Tentative Meeting Dates-

June 25, 2014