

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

March 25, 2015

Administration & Rules Committee

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, Amy Rinard, Jim Schroeder and Steve Nass.

Others Present: Ben Wehmeier, County Administrator; Tammie Jaeger, Administrative Secretary; Connie Freeberg – Paralegal II; Barb Frank, County Clerk; Brian Lamers, Finance Director; Supervisor Walt Christensen and J. Blair Ward, Corporation Counsel.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

5. Public Comment

None

6. Approval of February 25, 2015 Administration & Rules Committee meeting minutes

Motion made by Hanneman; Second by Braughler to approve the February 25, 2015 Administration & Rules Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. Approval of the March 10, 2015 County Board minutes

Corrections were distributed for the committee members to review.

Motion made by Hanneman; Second by Schroeder to approve the March 10, 2015 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

8. Communications

None

9. Discussion and possible action on Ordinance 2014-30 “In regard to County committees, boards, commissions or other bodies, (1) AMEND Board Rules regarding procedure for election of officers and (2) create section allowing chair to maintain reasonable control of public comment” referred back to the committee by the County Board.

A revised draft of this ordinance was provided for the committee to review. Ward reviewed the changes with the committee.

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

10. Update – Task Force on County Government Organization and Operations

Hanneman explained that the Task Force will hear a presentation on the County’s Strategic Plan and also the Comprehensive Plan. She also reviewed highlights of their recommendations from previous meetings. No action taken.

11. Discussion of policy for commemorative plaques in county facilities.

This was referred to the Infrastructure Committee for their recommendation. The Infrastructure Committee would like to continue to review these on a case by case basis. No action taken.

12. **Discussion and possible action on reconfiguring April meetings for the County Board to accommodate members who serve on other boards**

Rinard and Schroeder discussed changing the agenda or noticing two agendas to accommodate County Board members who serve on other boards. Christensen suggested putting the possible changes to the agenda under the "Review of the Agenda" section. No action taken.
13. **Update on the State Budget**

Wehmeier explained that there hasn't been much change. Other counties are bringing forward resolutions. No action taken.
14. **Update on the Jefferson County Library Board affiliation**

Wehmeier told the committee that the Waukesha County Library System offered their support for Jefferson County to join their system. A subcommittee of librarians met to make a formal recommendation to end their affiliation with the Mid Wisconsin Federated Library Board and proceed with joining the Waukesha County Library System. A full presentation will be made to the County Board. No action taken.
15. **Discussion and possible action on resolutions, letters or reports from other governmental agencies**
 - a. Iowa County Resolution "Requesting the Wisconsin Legislature to Not Allow the 2015-2017 Executive Budget to terminate the Local Government Property Insurance Fund"
The Committee and staff discussed the resolution.

Motion by Nass; Second by Schroeder to advance this to the County Board for their consideration. (Ayes-All) Motion Carried.
 - b. Outagamie County Resolution "Support the funding of pay progression for prosecutors, as well as the creation and funding of additional assistant district attorney positions"

Motion by Nass; Second by Schroeder to forward this resolution to the Human Resources Committee and the District Attorney for their recommendation. (Ayes-All) Motion Carried.
 - c. Outagamie County Resolution "Support proposed legislation prohibiting the sale of novelty lighters to minors and prohibiting the display of novelty lighters in an area of a retail establishment that is accessible to the general public" No action taken.
 - d. Outagamie County Resolution "Support proposed legislation which will require the Department of Justice (DOJ) to design a poster that provides information regarding the national human trafficking resource center hotline". No action taken.
 - e. Outagamie County Resolution "Support proposed legislation which prohibits, with certain exceptions, the manufacture of a personal care product containing microbeads". No action taken.
 - f. Langlade County Resolution "Oppose countywide property tax assessment proposal to mandate county assessing in Governor Walker's 2015-17 State Budget". No action taken.
 - g. Grant County Resolution "Opposing the county wide assessment initiative contained in the proposed state budget"
The committee discussed the resolution.

Motion by Nass; Second by Schroeder to advance the resolution to the County Board for their consideration. (Ayes-All) Motion Carried or No action taken.
16. **Review Financial Reports**
 - 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. Wehmeier reviewed the reports. No action taken.

17. County Administrator's monthly report

A copy of the monthly report was provided for the committee to review. Wehmeier addressed questions from the committee. No action taken.

18. Set next meeting date

The next meeting is scheduled for Wednesday, April 29th at 8:30 a.m.

19. Tentative Future Agenda Items and Meeting Dates

- Approval of March 25, 2015 Administration & Rules Committee meeting minutes
- Approval of April 21, 2015 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- Discussion and possible action on amending Access to Public Records Ordinance to address electronic media
- Discussion and possible action on creating a social media policy
- Discussion and possible action or recommendation on per diem payments & procedures
- Update – Task Force on County Government Organization and Operations
- Discussion and possible action on records retention and social media
- Update on State Budget

20. Adjourn

Motion made by Schroeder; Second by Hanneman to adjourn at 9:25 a.m. (Ayes-All) Motion Carried.