

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

April 26, 2017

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, Steve Nass and Amy Rinard.

Others Present: J. Blair Ward, Corporation Counsel; Barb Frank, County Clerk Connie Freeberg, Paralegal and Supervisor Greg David.

Excused: Jim Schroeder

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

Item 10 was moved to accommodate Supervisor David's schedule

5. Public Comment

None

6. Approval of March 29, 2017 Committee meeting minutes

Motion by Hanneman; Second by Braughler to approve the March 29, 2017 Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. Approval of April 18, 2017 County Board minutes

Motion by Braughler; Second by Hanneman to approve the April 18, 2017 County Board minutes as corrected. (Ayes-All) Motion carried.

8. Communications

None

9. Discussion and possible action on County Board Rules Section 3.01 Meetings, Quorum and Order of Business – Setting time for April meetings

A copy of the board rules was provided for review. The committee supports scheduling all April County Board meetings at 5:00 p.m. Staff will survey municipalities regarding their meeting schedules and this will be discussed at the next meeting. No action taken.

10. Discussion and possible action on resolution requested by Supervisor David: "Resolution to Create a Non-partisan Procedure for Preparation of Legislative and Congressional Redistricting Plans"

A copy of the resolution was provided for review.

Motion by Nass; Second by Hanneman to support this resolution with suggested changes and forward to the County Board for their consideration in May. (Ayes-3 Braughler Opposed) Motion Carried.

11. Financial Reports (March)

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

Financial Reports were provided for review. No action taken.

12. County Administrator's monthly report

Wehmeier gave a verbal report highlighting the following: completed department head evaluations; developed interim plan for the Finance Department; met with Diane from Chamness Group regarding the strategic plan; worked with the City of Lake Mills on the highway satellite facilities closed the 2016 budget; hired a CJCC Treatment Coordinator; worked on parking issues. No action taken.

13. Convene in closed session pursuant to state statute 19.85 (1)(c), "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility " to discuss the method and criteria used for evaluating the County Administrator's performance.

Motion by Braugher; Second by Hanneman followed by a roll call vote. Motion carried.

14. Reconvene in open session for possible action on items discussed in closed session

Motion by Nass; Second by Hanneman to reconvene in open session. Voice Vote. All in favor. Motion carried.

No further action taken.

15. Discussion and possible action on tentative future meeting schedule and agenda items – (May 24, 2017)

- Approval of May 10, 2017 Administration & Rules Committee meeting minutes
- Approval of April 26, 2017 Administration & Rules Committee meeting minutes
- Approval of May 9, 2017 County Board meeting minutes

15. Adjourn

Motion made by Hanneman; Second by Braugher to adjourn at 10:29 a.m. (Ayes-All) Motion Carried.