

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

June 28, 2017

Administration & Rules Committee

1. Call to Order

Meeting was called to order by Rinard at 8:31 a.m.

2. Roll Call

Administration and Rules Committee Members

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

Others Present: Ben Wehmeier, County Administrator; Marc DeVries, Finance Director; Supervisor Mary Roberts; J. Blair Ward, Corporation Counsel; Sue Marks, Agricultural Board and Connie Freeberg, Paralegal.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No Changes were made.

5. Public Comment

Sue Marks requested agricultural representation on the Strategic Plan Committee.

6. Approval of the May 31, 2017 Committee meeting minutes

Motion by Braughler; Second by Schroeder to approve the May 31, 2017 Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. Approval of the June 13, 2017 County Board minutes

Motion by Schroeder; Second by Braughler to approve the June 13, 2017 County Board minutes as corrected. (Ayes-All) Motion carried.

a. Communications

- Strategic Plan Committee Member List
- Correction of County Board minutes from June 13, 2017

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

a. Outagamie County Resolution “Support legislation to allow a person to file a petition for expungement”

A copy of the resolution was provided for review. This resolution will be referred to the District Attorney’s office for a recommendation. No action taken.

b. Outagamie County Resolution “Oppose legislation to repeal Wisconsin’s prevailing wage law”

A copy of the resolution was provided for review. No action taken.

c. Outagamie County Resolution “Support proposed legislation permitting inmates to participate in employment-related activities or other programs designated by the Department of Corrections”

A copy of the resolution was provided for review. This resolution will be referred to the Law Enforcement Emergency Management Committee for a recommendation. No action taken.

10. Financial Reports (May)

- 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.

11. Discussion and possible action on strategic plan and appointment of members to the Strategic Plan Committee

A list of the proposed Strategic Plan Committee members was provided for review.

Motion by Nass; Second by Rinard to approve the members for the Strategic Plan Committee. (Ayes-All) Motion carried.

12. Discussion of Annual Reports

Wehmeier discussed the current annual report process and asked for some ideas of how that process may be improved. The County Board will be surveyed on Annual Reports and the County Board Orientation process.

13. County Administrator's monthly report

Wehmeier gave a verbal report highlighting the following: attending TIF District meetings (new state law requires TIF Districts to meet annually), attended MadRep event, working on 2018 County Budget, participated in MUNIS Training, met with Senator Johnson's staff, UWX meeting with Matt Hanson to roll out menu choices, met with Rock & Walworth Counties regarding UWX and will be meeting with Waukesha County regarding the UWX Community Development position; No action taken.

14. Discussion and possible action on tentative future meeting schedule and agenda items –

(July 26, 2017 – 8:30 a.m.)

- Approval of June 28, 2017 Administration & Rules Committee meeting minutes
- Approval of July 11, 2017 County Board meeting minutes
- Demonstration of Express Votes
- Website Layout

15. Adjourn

Motion made by Hanneman; Second by Nass to adjourn at 9:33 a.m. (Ayes-All) Motion Carried.