

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

March 28, 2018

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, Jim Schroeder, Steve Nass and Amy Rinard.

Others Present: Ben Wehmeier, County Administrator; Connie Freeberg, Paralegal; J. Blair Ward, Corporation Counsel; Barb Frank, County Clerk; Mary Nimm, Parks Program Assistant.

Excused: Jennifer Hanneman

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

Items 10 & 11 were moved.

5. Public Comment

Linda & Ken Ottenbacher discussed eminent domain and property rights and asked that the eminent domain resolution be brought back to the County Board.

6. Approval of the February 28, 2018 Committee meeting minutes

Motion by Nass; Second by Schroeder to approve the February 28, 2018 Committee meeting minutes as presented. (Ayes-All) Motion carried.

7. Approval of the March 13, 2018 County Board minutes

Motion by Braughler; Second by Nass to approve the March 13, 2018 County Board minutes as corrected. (Ayes-All) Motion carried.

8. Communications

- Proposed Board Rules
- Copy of the Intergovernmental Agreement

9. Discussion and possible action on county board rules

Wehmeier went over the board rule revisions.

Motion by Schroeder; Second by Nass to move the revised board rules forward as presented. (Ayes-All) Motion Carried.

10. Discussion and possible action on county board supervisor orientation topics

The 2016 County Board Orientation and Refresher agenda and information on WCA presentation topics was provided for review. Staff and the committee discussed ideas for the orientation. No action taken.

11. Discussion and possible action on remote attendance at meetings

Staff recommends that some sort of action should be taken regarding this topic.

Motion by Schroeder; Second by Nass to require in-person attendance at meetings. (Ayes-3, Braughler No). Motion Carried.

12. Discussion and possible action on printing meeting notices in area newspapers

The committee discussed putting meeting notices in the area newspapers. It was agreed that meeting notices will not be published at this time. No action taken.

13. Discussion and possible action on an Intergovernmental Agreement with the City of Jefferson related to a Joint Park and joint grant application

A copy of the Intergovernmental Agreement (IGA) was provided for review.

Motion by Nass; Second by Schroeder to approve the Intergovernmental Agreement (IGA). (Ayes-All) Motion Carried.

14. Financial Reports (January & February)

- 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.

15. Update on Strategic Plan

Wehmeier explained that staff started looking at the action plans. DeVries will do a presentation to staff on Priority Based Budgeting. No action taken.

16. County Administrator's monthly report

Wehmeier gave a verbal report highlighting the following: Continuing Classification Study work, prepping for Youth Government Day in April, met with staff regarding Korth Park improvements. No action taken.

17. Discussion and possible action on tentative future meeting schedule and agenda items – (April 25, 2018)

- Approval of March 28, 2018 Administration & Rules Committee meeting minutes
- Approval of April , 2018 County Board meeting minutes
- Financial Reports (March)
- Update on Strategic Plan
- Discussion and possible action on Eminent Domain Resolution

15. Next meeting April 25, 2018

16. Adjourn

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