

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

June 27, 2018

Executive 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, Jim Mode, Steve Nass and Amy Rinard.

Others Present: Ben Wehmeier, County Administrator; Connie Freeberg, Paralegal; J. Blair Ward, Corporation Counsel; Supervisor Walt Christensen; Anita Martin, Lake Mills; Supervisor Walt Christensen; Linda & Ken Ottenbacher; Shelby & Steve Schmidt; Jean Heiman, Jae Ames, Denise & John Poeppel; Mary Poeppel, Eric & Vickie Kiernan and Ronnie Monroe.

3. Certification of compliance with Open Meeting Law Requirements

Wehmeier certified compliance with the open meeting law.

4. Review of Agenda

No changes made.

5. Public Comment

Anita Martin commented on the Strategic Plan.

Linda Ottenbacher, Jae Ames, Denise Poeppel and Eric Kiernan spoke in support of the Eminent Domain Resolution with the addition of a moratorium.

Ronnie Monroe opposes the resolution as written.

6. Approval of the May 29 2018 Committee meeting minutes

Motion by Nass; Second by Mode to approve the May 29, 2018 Committee meeting minutes as presented. Motion carried.

7. Approval of the June 12, 2018 County Board minutes

Motion by Braughler; Second by Schroeder to approve the June 12, 2018 County Board minutes as corrected. (Ayes-All) Motion carried.

8. Communications

- Information on County Board Size & Committee Structure
- Ordinances - Renaming the Criminal Justice Collaborating Council to Community Justice Collaborating Council and Increasing Members
- Revised Resolution Supporting

9. Discussion and possible action on Eminent Domain Resolution

Copies of draft resolutions were provided for review. The committee discussed the moratorium. Ward explained that this would be controlled by the State. No action taken.

Motion by Nass; Second by Braughler to approve the resolution and forward to the County Board for their consideration. (Ayes-4 Noes 1) Motion carried.

10. Discussion and possible action on resolution opposing the federal policy of separating immigrant families at the United States border

In light of recent events this item is being withdrawn. No action taken.

11. Discussion and possible action on Resolution in Support of Increased Public Defender Access and Pay

A revised draft was provided for review. Ward reviewed the resolution and discussed the issues.

Motion by Nass; Second by Mode to support this resolution and forward to the County Board for their consideration. (Ayes-All) Motion carried.

12. **Presentation of County Board Size and Committee Structure – Jim Schroeder**
Information on County Board size was provided for review. Schroeder presented the information. The recommendation is to reduce the size of the County Board to 25 members and reduce our 11 standing committees to 7. The committee discussed these recommendations. The reduction of County Board members and standing committees will be shared with Department Heads, acted on at the next Executive Committee meeting and presented to the County Board separately. No action taken.

13. **Discussion and possible action on amending the County Board Rules of Order and amending the Resolution creating the Criminal Justice Collaborating Council to change the name of the Criminal Justice Collaborating Council to the Community Justice Collaborating Council.**
Wehmeier explained the reasons for the name change. Ward explained that this is just a technical change reflecting the increase in members.

Motion by Nass; Second by Schroeder to approve the amendment to the County Board Rules of Order changing the name of the Criminal Justice Collaborating Council to the Community Justice Collaborating Council and to codify the increased membership and forward to the County Board for their consideration. (Ayes-All) Motion carried.

Motion by Schroeder; Second by Nass to amend the enabling ordinance to change the name of the Criminal Justice Collaborating Council to the Community Justice Collaborating Council and to codify the increased membership and forward to the County Board for their consideration. (Ayes-All) Motion carried.

14. **Financial Reports (May)**
- a. Clerk of Courts
 - b. Corporation Counsel
 - c. County Administrator
 - d. County Board
 - e. County Clerk

Financial Reports were provided for review. No action taken.

15. **Update on Strategic Plan**

Wehmeier said that there were two sessions with Diane Chamness and Department Heads. They worked on how to take the action plan and develop department operations and succession planning. A written document will be brought back to the committee for review in July. There will also be a broad presentation to our staff. No action taken.

16. **County Administrator’s monthly report**

Wehmeier gave a verbal report highlighting the following: Attended the Transportation Summit, Intergovernmental Agreement report to Dodge County Executive Committee, Joint Committee Chair meeting, Joint Review Board meetings and meeting on how to deal with termination of parental rights. Working on UW Extension issues, parking issues at the car show, Held a Lunch & Learn meeting for staff. No action taken.

17. **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**

The committee did not convene into closed session. Schroeder consulted with Diane Chamness regarding the evaluation of the County Administrator and discussed his recommendations and process. Wehmeier provided a draft job description for review. Schroeder will provide a report for committee review at the next meeting. No action taken.

18. **Discussion and possible action on tentative future meeting schedule and agenda items – (July 25, 2018 - Tentative)**

- Approval of June 27, 2018 Executive Committee meeting minutes
- Approval of July 10, 2018 County Board meeting minutes
- Financial Reports (June)
- Update on Strategic Plan
- Discussion and possible action on County Board Size Recommendation

- Discussion and possible action on Committee Structure Recommendation
- Discussion and possible action on WCA Referendum Dark Store
- Closed session 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

19. **Next meeting:** Tentative - July 25, 2018 – 8:30 a.m.

20. **Adjourn**

Motion made by Braugher; Second by Schroeder to adjourn at 10:34 a.m. (Ayes-All) Motion Carried.