

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**December 19, 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, Amy Rinard and Steve Nass.  
  
Others Present: Ben Wehmeier, County Administrator; Barbara Frank, County Clerk; J. Blair Ward, Corporation Counsel; Connie Freeberg, Paralegal; Matt Zangl, Planning & Zoning Director and Supervisor Walt Christensen.
3. **Certification of compliance with Open Meeting Law Requirements**  
Wehmeier certified compliance with the Open Meetings Law.
4. **Review of Agenda**  
No changes made.
5. **Public Comment**  
None
6. **Approval of the November 28, 2018 committee meeting minutes**  
Motion by Schroeder/Mode to approve the November 28, 2018 committee meeting minutes as presented. Motion passed 5-0.
7. **Approval of the December 13, 2018 joint committee meeting minutes**  
Motion by Braughler/Mode to approve the December 13, 2018 joint committee minutes as presented. Motion passed 4-0.
8. **Approval of the December 11, 2018 county board minutes**  
Motion by Nass/Schroeder to approve the December 11, 2018 County Board minutes as corrected. Motion passed 4-0.
9. **Communications**  
None
10. **Discussion and possible action on County Board size**  
Schroeder is proposing an option for a 25 member county board. Schroeder will give a presentation on board size and this will be a discussion and possible action item on the January county board meeting agenda. John Hochmer, from Wisconsin Counties Association is scheduled to do a presentation on this topic. No action taken.
11. **Discussion and possible action on County Board committee organization**  
Schroeder proposed a revised committee organization. Schroeder will give a presentation on committee organization and this will be a discussion and possible action item on the January county board meeting agenda. No action taken.
12. **Discussion and possible action on process and make up of appointments to the Comprehensive Plan/ Farmland Preservation Plan Steering Committee**  
Schroeder, Wehmeier and Zangl discussed possible categories for representation on the steering committee. The following categories were proposed: Planning & Zoning Committee (2 + 1 additional municipal board member), Developer/ Real Estate, County Farms (large & small producer), Environmental, Tourism, Business, City, Village, Towns (3), School Districts, Post-Secondary, Not for profit, Health/Human Services. There was discussion on focus groups and town hall meetings. There will be an educational presentation at the February County Board.  
  
Motion by Schroeder/Nass to forward a resolution to the county board proposing broad categories of functionality at the January meeting for their consideration. Motion passed 5-0.

13. **Financial Reports (November)**

- 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.

14. **County Administrator's monthly report**

Wehmeier gave a verbal report highlighting the following: attended Trauma Informed care presentation, organized meeting of mayors, managers & administrators, WMMIC Board of Directors, developing a foundation 501(c)(3) for the Veterans Service Commission, Public Policy Forum, No action taken.

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

- Approval of December 18, 2018 Executive Committee meeting minutes
- Approval of January 8, 2019 County Board meeting minutes
- Financial Reports (December)

16. **Next meeting:** January 30, 2019 at 8:30 a.m.

17. **Adjourn**

Motion by Braughler/Mode to adjourn at 10:33 a.m. Motion approved 5-0.