

**JEFFERSON COUNTY BOARD
COMMITTEE MINUTES**

October 27, 2010

Administration & Rules Committee

1. Call to Order

Meeting was called to order by Supervisor Molinaro at 8:30 a.m.

2. Roll Call

Administration and Rules Committee Members

Members present: Paul Babcock, James Braughler, Jim Mode and John Molinaro, and Greg David.

Others Present: Gary Petre - County Administrator; Connie Freeberg - Paralegal II Confidential; Tammie Jaeger - Administrative Assistant-Confidential, Supervisor Jan Roo; Phil Ristow - Corporation Counsel; Steve Grabow - UWX.

3. Certification of compliance with Open Meeting Law Requirements

The County Administrator certified compliance with the open meeting law.

4. Review of Agenda

Discuss rescheduling the November meeting date (Item 16) to accommodate staff.

5. Public Comment

None

6. Approval of September 29, 2010 Administration & Rules Committee meeting minutes

Motion made by Supervisor Babcock; Second by Supervisor Braughler to approve the August 25, 2010 Administration & Rules Committee meeting minutes as written. (Ayes-All -) Motion carried.

7. Approval of October 12, 2010 County Board meeting minutes

Motion made by Supervisor Mode; Second by Supervisor David to approve the October 12, 2010 County Board meeting minutes as corrected. (Ayes-All - Babcock abstained) Motion carried.

8. Discussion and possible action on the Jefferson County Government Strategic Plan

The Strategic Plan Steering Committee would like the Administration & Rules Committee to make a formal recommendation of the Final Plan Report to the County Board. Periodic updates will be given to the County Board. Supervisor Mode suggested that the executive summary would be a good source of information for the general public. Steve Grabow gave the Committee a brief overview of the final plan report and addressed committee questions and concerns.

Motion made by Supervisor Babcock; Second by Supervisor David to forward a Resolution to the County Board approving the Jefferson County Government Strategic Plan (Ayes-All) Motion carried.

9. Discussion and possible action on a policy regarding Lobbyists

The Committee requested more information regarding registering lobbyists. Phil Ristow informed the committee that the State Government has a policy in place, but he wasn't aware of anything at the County level. The Committee would like to look at other counties to see how they address this issue at the County level. The idea of providing a memorandum featuring Guidelines for Supervisors and how to address this issue was brought up. Phil will E-mail area

Corp Counsels to see if he can gather additional information on this subject. No further action taken. Will review at the next meeting.

10. Discussion and possible action on the pros and cons of the County Board meeting as a Committee of the Whole

Phil Ristow explained that this procedure may be used when there is a subject brought to the Board without committee representation. The Committee discussed the benefits and disadvantages to using this procedure. Chairman Molinaro would prefer to call special meetings to address special issues as needed instead of meeting as a Committee of the Whole. The Committee supported the idea to hold special meetings as needed. No further action taken.

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

Previous action was taken on the Sheboygan County letter regarding the prevailing wage. No further action was taken.

Resolution – Supporting the continued care for citizens in need of long-term care services in the Health & Human Services 2011-2013 state biennial budget deliberations. The Committee reviewed and discussed this resolution.

Motion made by Supervisor Molinaro; Second by Supervisor to Babcock to forward this resolution to the Human Services Board for their review and recommendation. (Ayes-All) Motion carried.

12. Discussion and possible action on Price County Resolution: “Supporting the Legislative Council Study on MFL Program – Legislative Study Reviewing the Managed Forest Land Program”.

The Committee reviewed and discussed this resolution.

Motion made by Supervisor David; Second by Supervisor Babcock to forward a resolution supporting the Legislative Study Reviewing the Managed Forest Land Program to the County Board. Copies will also be forwarded to Price County and the Wisconsin Counties Association. Motion Carried. (Ayes-All).

13. County Administrator’s monthly report

Petre went over his monthly report and responded to the committee’s comments and questions.

14. Convene in closed session pursuant to §19.85 (1)(c) to consider the County Administrator’s performance evaluation and contract renewal.

Motion made by Supervisor David; Second by Supervisor Mode convene in closed session to consider the County Administrator’s performance evaluation and contract renewal. (Roll Call Vote was taken –Ayes All) Motion Carried.

Motion made by Supervisor Mode; Second by Supervisor Babcock to reconvene in open session to take possible action on items discussed in closed session.

15. Reconvene in open session to take possible action on items discussed in closed session

Motion made by Supervisor Mode; Second by Supervisor Babcock to approve the evaluation for the County Administrator. (Ayes-All) Motion carried.

The Committee reviewed a draft of the County Administrator's Employment contract. A final draft will be reviewed at the November 22nd meeting.

16. Tentative Future Agenda Items and Meeting Dates

- Approval of October 27, 2010 Administration & Rules Committee meeting minutes
- Approval of October 26 2010 and November 9, 2010 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- County Administrator's monthly report
- Discussion and possible action on a policy regarding Lobbyists
- Discussion and possible action on amending County Board Rules s. 3.05 (2)(h) and 3.06 (1)(m) thru (q)
- Discuss changing the November meeting date
 - Monday, November 22, 2010 – 8:30 a.m. Room 112
- Discussion and possible action on a policy regarding Lobbyists
- Convene in closed session pursuant to §19.85 (1)(c) to consider the County Administrator's contract renewal.

17. Adjourn

Motion made by Supervisor Babcock; Second by Supervisor David to adjourn 11:02 a.m.
Motion carried. (Ayes-All)