

**JEFFERSON COUNTY BOARD  
COMMITTEE MINUTES**

**February 26, 2014**  
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: John Molinaro, Paul Babcock, James Braughler and Jim Mode.

Others Present: Ben Wehmeier - County Administrator; Connie Freeberg - Paralegal II; Barb Frank - County Clerk, Tammie Jaeger - Administrative Secretary; Phil Ristow - Corporation Counsel; Supervisor Dick Schultz, Brian Lamers - Finance Director.

**3. Certification of compliance with Open Meeting Law Requirements**

Staff certified compliance with the open meeting law.

**4. Review of Agenda**

**5. Public Comment**

None

**6. Approval of January 29, 2014 Administration & Rules Committee meeting minutes**

Motion made by Supervisor Mode; Second by Supervisor Babcock to approve the January 29, 2014 Administration & Rules Committee meeting minutes as printed. (Ayes-All) Motion carried.

**7. Approval of February 11, 2014 County Board minutes**

Corrections were distributed for the committee members to review.

Motion made by Supervisor Braughler; Second by Supervisor Mode to approve the February 11, 2014 County Board meeting minutes as corrected. (Ayes-All) Motion carried.

**8. Communications - None**

- Administrator's Report

**9. Review bids and recommendation on County's official newspaper**

Two bids were received: Watertown Daily Times - .68 cents per line and Jefferson Daily Union - .77 cents per line. The committee discussed the circulation area of the two papers. The Daily Union has almost double the circulation in comparison to the Watertown Daily Times. The committee contacted Rob from the Jefferson Daily Union for clarification on the bid. The Daily Union's intent was to reduce the price per line by 5% and that would be .72 cents per line. The committee felt that the circulation was important and recommended the Jefferson Daily Union as the official paper.

Motion made by Supervisor Babcock; Second by Supervisor Braughler to recommend the Jefferson Daily Union as the county's official newspaper at .72 cents per line (Ayes-3) Motion carried. Jim Mode abstained.

**10. Review of JCATC recommendation for RFP Case Management Services**

Ben Wehmeier explained that the Case Management Services is affiliated with the TAD Grant that was received for alcohol court. Bids were solicited and proposals were received from ACS, LSS and WCS. All three firms were invited for interviews. Ben Wehmeier, the District Attorney, Public Defender, Human Services Director and the Sheriff interviewed the firms. The team recommends Wisconsin Community Services (WCS). This recommendation will go to the County Board for their consideration.

Motion made by Supervisor Mode; Second by Supervisor Molinaro to accept the proposal from WCS to provide Case Management Services. (Ayes-All) Motion carried.

**11. Discussion and review of Ordinance 2013-24 (meeting dates for 2014-2016 County Board)**

Currently there are conflicts with villages and townships for April meetings. A copy of the statutes was provided for the committee to review. Phil Ristow reviewed the statute and discussed the options available. The committee discussed changing the time of the meeting. It was suggested that an email be sent out to County Board Supervisors letting them know that the proposed April meeting time is 4:00 p.m.

Motion made by Supervisor Braughler; Second by Supervisor Babcock to recommend moving April County Board meetings to 4:00 p.m. to avoid other meeting conflicts. (Ayes-All) Motion carried.

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

- Douglas County Resolution "Creation of New Nonpartisan Procedures for Legislative and Congressional Redistricting Supported"

The committee has already discussed this resolution. No action taken.

**13. Review Administration and County Board Financial Report.**

Financial reports were provided for the committee to review. Both departments came in under budget for 2013. No action taken.

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

Ben Wehmeier provided a report for the committee to review.

**15. Tentative Future Agenda Items and Meeting Dates**

- Approval of February 26, 2014 Administration & Rules Committee meeting minutes
- Approval of March 11, 2014 County Board meeting minutes
- Discussion and possible action on resolutions, letters or reports from other governmental agencies
- County Administrator's monthly report
- Discuss renewing the Wisconsin River Rail Transit Commission (WRRTC) membership at the May meeting

**16. Adjourn**

Motion made by Supervisor Babcock; Second by Supervisor Mode to adjourn at 9:45 a.m. (Ayes-All) Motion Carried.

**Future Tentative Meeting Dates**

March 20, 2014	April 30, 2014
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