

## **\*AMENDED MINUTES**

Executive & Legislative Committee

Tuesday, June 3, 2014; 3:00 P.M.

Sauk County West Square Building, County Board Room 326-A, 505 Broadway, Baraboo, WI

Members Present: Krueger, Fordham, Czuprynyko, Fish and Polivka

Members Absent:

Others Present: Pate, \*Jelinek, Schauf, DeMars, Liebman and E. Robkin, L. Olah, C. Schlender, T. Damos, W. Wenzel, J. Ashford, B. Michalek

Chair Krueger called the meeting to order at 3:00 P.M. and compliance with the Open Meeting Law was verified.

MOTION (Polivka/Czuprynyko) to adopt the agenda moving item # 14 before # 6 (MIS Department report. Motion carried unanimously.

MOTION (Fordham/Czuprynyko) to approve minutes of the regular meeting on May 6, 2014. Motion carried unanimously.

### **Public Comment:**

1. Craig Schlender, Sauk County Pheasants Forever; re: Status of IBOMC/BOMC and Board appointment
2. Eugene Robkin; re: Status of IBOMC/BOMC and Board appointment (*two handouts on file*)
3. Mary Carol Solum; re: Status of IBOMC/BOMC and Board appointment
4. Laura Olah, re: distributed a brochure –Songs of the Badger Tallgrass Prairie

### **Communications:**

- a. Letter dated 5/21/14: Town of Merrimac
- b. Letter dated 5/23/14: Kris Rasmussen Sauk Prairie Area Chamber of Commerce
- c. Copy of NACo Prescription Drug Discount Card Program
- d. Letter dated 5/22/14: Rick Stadelman, Wi Towns Assoc., Executive Director
- e. Copy of letter from WCA, re: Training & Certification Requirements for County Elected Officials

### **Status of IBOMC/BOMC and Board Appointment.**

Liebman presented a brief summary of the history of the BOMC, Badger reuse plan and the MOU between parties, the intergovernmental agreement to implement and the legal responsibility of the county for the plan. Review of the initial structure included Sauk County, Town of Merrimac, \*Town of Sumpter, DNR and Ho-Chunk. BOMC has been operating with Ho-Chunk as a voting member; however, Liebman pointed out that he is unsure if they signed the agreement, and additionally noted concerns at the last meeting. The BOMC is a useful & cooperative entity for the public; but seems to have strayed and suggested that the intergovernmental agreement/voting members under the agreement must be maintained. They should re-task and get orderly during the meetings. Chair Krueger commented he has met with Supervisor Wenzel in late May and again two weeks later, only to note no constructive changes in BOMC meetings; clarifying quorum requirements and an orderly process must be followed at the meetings. He noticed political parties leaving the May meeting due a dysfunctional BOMC. It needs to be re-tooled and made functional. Supervisor Fordham also attended May 15 meeting agreeing the BOMC needs to be restored. Supervisor Wenzel disagreed with the comments that the BOMC is dysfunctional. He chaired the May BOMC meeting in which airing of ideas were discussed and stated the BOMC is not dysfunctional.

### **MIS Department:**

- a. S. Pate presented his monthly report and list of bills for his department.  
MOTION (Fordham/Polivka) to receive the report and approve bills in the amount of \$ 72,204.77. Motion carried unanimously.
- b. Computer Donations. None.

- c. Discussion of program review form for 2015 Budget. Pate presented his budget issues, and draft goals, for his department highlighting compliance and security as high priorities. System Management, Disaster Recovery and Business Process Support were additionally reviewed.
- d. Authorization for MIS Staff to travel to San Diego in July for the ESRI user conference. This training provides the latest technology in our GIS applications. He has two staff involved with the GIS application. Funding for this will come out of Land Records Modernization budget/training. Estimated cost is \$2,000 per person. MOTION (Czuprynko/Polivka) to approve the attendance of two staff at this training. Motion carried unanimously.

#### **Emergency Management**

- a. J. Jelinek presented his \*written monthly report and list of bills for his department. MOTION (Czuprynko/Fordham) to receive the report and approve bills in the amount of \$ 97.99. Motion carried unanimously.
- b. Discussion of program review form for 2015 Budget. MOTION (Fordham/Czuprynko) to postpone to next month's meeting. Motion carried unanimously.

#### **County Clerk Department:**

- a. B. DeMars presented her monthly report and list of bills for her departments. MOTION (Fish/Fordham) to receive the report and approve bills in the amount of \$ 38.15. Motion carried unanimously.
- b. Discussion of program review form for 2015 Budget. DeMars presented her budget issues, goals and objectives for her department highlighting; elections; continuing to provide SVRS services; preparing for the possibility of an increase in domestic partnership applications for marriage licenses, issuance of passports and currently continues to prepare for purchasing new election equipment in 2015. At this time, the same amount of \$ 550,000 is in her CIP budget for next year. She will be following up with DVS as to an estimated submission date to the EAC and to GAB for approval. Chair Krueger will discuss with WCA possibly participating in pursuing an agreement for all counties interested in purchasing new election equipment thereby generating a cost savings.

#### **Corporation Counsel Department:**

- a. T. Liebman, Corporation Counsel, presented the monthly report and list of bills for his department. MOTION (Polivka/Fordham) to receive the report and approve bills in the amount of \$ 2,736.66. Motion carried unanimously.
- b. Discussion of program review form for 2015 Budget. Liebman presented his budget goals, issues and objectives for his department highlighting; reviewing Sauk County Code of Ordinances, providing professional legal support and guidance to Sauk County government and economic development in Sauk County, the implementation of new paperless file technology that will interface with research software enabling all attorneys access to files and information for complete synergy.

#### **Administrative Coordinator Department:**

- a. K. Schauf, Administrative Coordinator, presented the monthly report and list of bills for her department. MOTION (Czuprynko/Fordham) to receive the report and approve bills in the amount of \$ 245.00. Motion carried unanimously.
- b. Discussion of program review form for 2015 Budget. Schauf presented her budget goals, issues and objectives for her department highlighting; implementing strategies for improving communications between the board and departments, and the county with constituency, developing organizational processes for updating county policies and succession planning including future Sauk County data and development of performance measurements. (*handout on file*)

#### **County Board Chair Report:**

- a. Chair Krueger presented his monthly report of meetings, activities and concerns over the past month and highlighted upcoming events and meetings.

**Selection of delegate from the E & L Committee to the Capital Improvements Plan Committee.**

MOTION (Fordham/Fish) to nominate Marty Krueger as the delegate to the Capital Improvements Plan Committee. No other nominations. MOTION (Polivka/Czuprynko) to close nominations. Motion carried unanimously.

**Discussion and consideration of recording committee meetings.**

Pate presented an overview of data from the Granicus System and the County Website from the months of March and April 2014. Discussion as to the cost to install recorders in all current rooms for meetings or start out with a limited number of rooms such as Room 213, County Board Gallery, EMBS room and possibly room B30 for only county committee meetings. These rooms would designated only for county meetings and not available for public meetings. Costs would be budgeted in 2015 out of the County Board budget. If the county needs to cut costs in the 2015 budget; this type of service is eliminated. At this time; continue to record E & L meetings and post meetings on Granicus. The current hand held recorder will continue to be brought each month.

**Consideration and discussion of Board Training – departmental informational sessions.**

Schauf reported on a few possible ideas of training such as video online training or presentations prior to County Board meetings; however, the presentations would have be kept short and must pertain to topics on the agenda. One component of key information and communication is the budget. Current challenges were discussed such as supervisors learning roles, responsibilities and parliamentary procedures.

MOTION (Polivka/Czuprynko) to adjourn until July 1, 2014 at 9:00 A.M. Motion carried unanimously and the meeting adjourned at 5:58 P.M.

Respectfully submitted:

Rebecca A. DeMars, County Clerk/Secretary