

MINUTES

Executive & Legislative Committee

Tuesday, February 8, 2016 at 9:00 a.m.

Sauk County West Square Building, Room 213, 505 Broadway, Baraboo WI

Members Present: Krueger, Fordham, Polivka, Fish & Czuprynko

Members Absent:

County Personnel: Jeff Jelinek, Emergency Management; Janelle Krueger, Criminal Justice Coordinator; Steve Pate, MIS Coordinator; Becky Evert, Sauk County Clerk; Todd Liebman, Corporation Counsel and Brentt Michalek, Interim Administrative Coordinator

Others Present: Supervisors Kriegl, Lombard, Vedro, Deitrich and Gramling.

Chair Krueger called the meeting to order at 9:00 a.m. and compliance with the Open Meeting Law was verified.

MOTION (Fordham/Fish) to adopt the agenda moving item #12 to take place after item #8. Motion carried unanimously.

MOTION (Fordham/Polivka) to approve the minutes of the special meeting on February 4, 2016. Motion carried unanimously.

Public Comment: None.

Communications:

- a) 01/19/16 Notice: M.A.T.C District Board Appointment Committee – 03/07/2016 at 5:00 p.m.
- b) 01/20/16 Notice: Western Technical College District Appointment Committee – (3) Vacancies
- c) 01/21/16 Letter: Village of Lake Delton Emergency Management
- d) 01/25/16 Notice: Western Technical College District Appointment Committee – March 24, 2016
- e) 01/27/16 Letter: John Erpenbach regarding listening session
- f) 01/29/16 Letter: Administrative Coordinator Status Update
- g) 02/01/16 Letter: Regarding Judge James Evenson – Lifetime Jurist Award

Jeff Jelinek, Emergency Management:

a) Jelinek presented the monthly report and list of bills for his department.

MOTION (Fordham/Czuprynko) to receive the report and approve bills in the amount of \$355.45 (2015) and \$222.30 (2016). Motion carried unanimously.

Janelle Krueger, Criminal Justice Coordinator:

a) J. Krueger presented the monthly report and list of bills for her department.

MOTION (Polivka/Fish) to receive the report and approve bills in the amount of \$3,899.33 (2016). Motion carried unanimously.

b) Consideration of Resolution authorizing the creation of one full-time (1.0 FTE) Project Position outside the Budget Process. MOTION (Fordham/Czuprynko) to forward the resolution to the February 15, 2016 county board meeting if approved by all other committees listed on the resolution. Motion carried unanimously.

Steve Pate, MIS Department:

a) Pate presented the monthly report and list of bills for his department.

MOTION (Czuprynko/Fish) to receive the report and approve bills in the amount of \$65,588.72 (2015) and \$94,263.62 (2016). Motion carried unanimously.

b) Consideration of computer donation requests. MOTION (Fordham/Polivka) to approve the computer donation. Motion carried unanimously.

Discussion and consideration of structure and possible amendments to the Rules of the Board:

Proposed Rule Change #1

Current Rule Text: I A. As provided by statute, the Sauk County Board of Supervisors ("Board") shall organize on the third Tuesday of April in even numbered years and adopt rules and regulations for the ensuing term. Regular and special meetings of the Board shall be held and conducted in accordance with the provisions of Wis. Stat. § 59.11. The Board shall hold an annual meeting on the Tuesday after the second Monday of November in each year for the purpose of transacting business and the adoption of the budget. When the day of the meeting falls on November 11, the meeting shall be held on the next succeeding day.

Proposed Change: I A. As provided by statute, the Sauk County Board of Supervisors ("Board") shall organize on the third Tuesday of April in even numbered years and adopt rules and regulations for the ensuing term. Regular and special meetings of the Board shall be held and conducted in accordance with the provisions of Wis. Stat. § 59.11. The Board shall hold an annual meeting on the Tuesday after the second Monday of November in each year for the purpose of transacting business and the adoption of the budget. When the day of the meeting falls on November 11, the meeting shall be held on the next succeeding day. *Board sessions shall be one year in length running from the date of the regular meeting in April through the day prior to the regular meeting in the following April.*

Proponent: Corporation Counsel

Legal Review: Legally recommended.

Liebman spoke to his proposal and discussion took place. The committee agreed to change the shaded wording to read "Board sessions shall be one year in length running from the date of the organizational/regular meeting in April through the day prior to the meeting in the following April."

Proposed Rule Change #2:

Current Rule Text: B. The Chairperson of the County Board ("Chair") and Vice-Chairperson ("Vice-Chair") shall be elected biennially by the Board at the April meeting in even-numbered years. Such officers shall take office upon election.

Proposed Change: B. The Chairperson of the County Board ("Chair"), ~~and~~ Vice-Chairperson ("Vice-Chair") and Sergeant at Arms shall be elected biennially by the Board at the April meeting in even-numbered years. Such officers shall take office upon election. *If the former Chair is considering running for reelection, the Chair shall turn the meeting over to the Vice-Chair to chair the meeting during the election. If the Chair and Vice-Chair are both running for election to Chair, the meeting shall be chaired by Corporation Counsel until a new Chair is elected.*

Proponent: Chair Krueger

Legal Review: No legal objection.

Chair Krueger spoke to his proposal and discussion took place. The committee agreed to include the language to read "Corporation Counsel/Board Parliamentarian, until a new chair is elected."

Current Rule Text: **Current Rule Text:** II B. 9. The Chairperson of the County Board ("Chair") and Vice-Chairperson ("Vice-Chair") shall be elected biennially by the Board at the April meeting in even-numbered years. Such officers shall take office upon election.

Proposed Change: II B. 9. Election of a Chair, and Vice-Chair, and Sergeant at Arms.

Proponent:

Legal Review:

MOTION (Fish/Czuprynko) to accept proposal by adding that the Sergeant at Arms is elected after the chair and vice chair and prior to voting on E&L members and forwarding on for consideration. Motion carried unanimously.

MOTION (Fordham/Polivka) to accept proposal by inserting the language identifying who will chair the meeting during reelection. Motion carried unanimously.

Proposed Rule Change #3:

Current Rule Text: I. F. All comments, debates and discussions shall be appropriate and to the point of the topic under discussion, and conducted in a manner that is civil, and respectful of all concerned.

Proposed Change: I. F. All comments, debates and discussions shall be appropriate and to the point of the topic under discussion, and conducted in a manner that is civil, and respectful of all concerned. *The Sergeant at Arms, under the direction of the Chair, maintains order and decorum among the members and all persons present at a meeting and may expel persons from the meeting if their conduct is such as to disrupt the orderly conduct of the meeting*

Proponent: Marty Krueger

Legal Review: No legal objection.

Chair Krueger spoke to the proposal and discussion took place. The committee agreed to remove the job description of the Sergeant at Arms, therefore no action was taken on this proposal.

Proposed Rule Change #4:

Current Rule Text: V. D. The supervisor elected Chair shall be entitled to receive the compensation provided for the part-time position of Chair consisting of a salary of \$400.00 per month in addition to any other per diem and mileage entitlement available to other supervisors in accordance with Rule V.A., as provided by Sauk Co. Code § 35.03.

Proposed Change: V. D. The supervisor elected Chair shall be entitled to receive the compensation provided for the part-time position of Chair consisting of a salary of ~~\$400.00~~ *(New compensation amount to be determined by E&L)* per month in addition to any other per diem and mileage entitlement available to other supervisors in accordance with Rule V.A., as provided by Sauk Co. Code § 35.03.

Proponent: Judy Ashford

Legal Review: No legal objection. This is the proper time to consider changing the compensation for the chair.

Chair Krueger spoke to the proposal and announced that he has requested documentation from WCA as to what other counties pay their County Board Chair and will relay the results to the board. No action taken at this time.

Proposed Rule Change #5:

Current Rule Text: VI. C. Any member wishing to speak to a question shall be permitted to do so at least once, and a motion for the previous question shall not be in order until every member has had such opportunity. No member may speak twice on any question until every member choosing to speak has spoken; nor shall any member, or other person, speak more than three minutes upon being recognized on a question.

Proposed Change: VI. C. Any member wishing to speak to a question shall be permitted to do so at least once, and a motion for the previous question shall not be in order until every member has had such opportunity. No member may speak twice on any question until every member choosing to speak has spoken; nor shall any member, or other person, speak more than ~~three minutes~~ *ninety seconds* upon being recognized on a question. Once every supervisor who wishes to enter debate has spoken once on a matter, debate shall be closed and the matter considered, unless the board approves by a majority vote to continue debate, during which time any supervisor wishing to speak may speak once for sixty seconds. When a motion to amend is pending on the floor, each supervisor may speak once to the amendment for sixty seconds.

Proponent: Wally Czuprynko

Legal Review: No legal objection.

Supervisor Czuprynko spoke to this proposal and discussion took place.

Took a five minute break at 10:48 a.m.

MOTION (Czuprynko/Fordham) to accept proposal allowing each supervisor to speak three minutes each in the first round, second round and amendments each supervisor can speak one minute each, with a majority vote a third round will be allowed with each supervisor allowed to speak for one minute .

MOTION (Czuprynko/Polivka). Motion carried unanimously.

MOTION (Czuprynko/Polivka) that meeting times for April through October begin at 6:00 p.m. and November through March at 2:00 p.m. Motion carried.

Proposed Rule Change #6:

Current Rule Text: VI. E. Every motion shall be reduced to writing if called for by the Chair or any member of the Board. After motion is made and stated by the Chair, it shall be deemed to be in the possession of the Board, but may be withdrawn at any time before decision or amendment.

Proposed Change: VI. E. Every motion shall be reduced to writing if called for by the Chair or any member of the Board. After motion is made and stated by the Chair, it shall be deemed to be in the possession of the Board, but may be withdrawn at any time before decision or amendment *by a majority vote of the Board.*

Proponent: Corporation Counsel

Legal Review: The process for withdrawing a motion that is made and stated and in possession of the board is unclear under the current rules. This clarifies that withdrawal of a motion is by majority vote of the Board. Presumably, the maker of the motion would move to withdraw the motion. If the second on the original motion concurred, then a vote would be held on the withdrawal.

Corporation Counsel spoke to this proposal and discussion took place.

MOTION (Fordham/Fish) to accept proposal to insert language and forward on for consideration.

Motion carried unanimously.

Proposed Rule Change #7:

Current Rule Text: VI I. Any budget alterations shall require authorization by two-thirds of the membership of the Board, except that the Finance Committee may authorize transfers of funds between budgeted items of an individual office, department or activity which have been separately appropriated by the Board in its budget, in accordance with Wis. Stat. § 65.90(5).

Proposed Change: VI. I. Any budget alterations shall require authorization by two-thirds of the membership of the Board , ~~except that the Finance Committee may authorize transfers of funds between budgeted items of an individual office, department or activity which have been separately~~

appropriated by the Board in its budget, in accordance with Wis. Stat. § 65.90(5). *Alterations include but are not limited to amounts exceeding \$5,000 moved between budget line items within departments, salary and wage adjustments recommended by the Personnel Committee after research as described in Sauk Co. Code § 13.21(1).*

Proponent: Tom Kriegl

Legal Review: More restrictive than state statute and confuses budget alterations under the statute with expenditures within line items of adopted budgets. This rule, although arguably a rule of procedure is actually a policy change that is within the purview of the Finance Committee.

Corporation Counsel spoke to this proposal and discussion took place.

MOTION (Fordham/Czuprynko) to not accept the proposal based on the legal review from Corporation Counsel. Motion carried unanimously.

Proposed Rule Change #8:

Current Rule Text: VII F. No claim by any County officer or employee for payment of costs or reimbursement of expenses shall be paid in connection with attendance at or travel to any convention, conference, seminar, training session, symposium, etc., which is held at a location greater than 300 miles from the county seat unless the particular department's oversight committee, and both the Personnel and Finance Committees, have first specifically authorized such attendance.

Proposed Change: ~~VII F. No claim by any County officer or employee for payment of costs or reimbursement of expenses shall be paid in connection with attendance at or travel to any convention, conference, seminar, training session, symposium, etc., which is held at a location greater than 300 miles from the county seat unless the particular department's oversight committee, and both the Personnel and Finance Committees, have first specifically authorized such attendance.~~

Proponent: Staff

Legal Review: No legal objection.

Corporation Counsel spoke to this proposal and discussion took place.

MOTION (Czuprynko/Polivka) to accept the proposal removing the language and forward on for consideration. Motion carried unanimously.

Proposed Rule Change #9:

RULE IX COMMITTEES: The following proposals must be accomplished pursuant to statutory changes.

The following Human Services Committees that were formerly required by statute are abolished or changes pursuant to statutory changes:

The Long Term Support Planning Committee is hereby abolished.

The Family Support/Birth to 3 Advisory Committee is hereby renamed Children's Community Options Program/Birth to 3 Advisory Committee to comply with new State of Wisconsin Department of Health Services Community Options Program requirements.

Legal Note: Both authorized and necessary due to state law changes.

Liebman spoke to this proposal and discussion took place.

MOTION (Fordham/Czyuprnko) to accept proposal and forward on for consideration. Motion carried unanimously.

Proposed Rule Change #10:

OTHER ORGANIZATIONAL ISSUES:

Michalek spoke to the proposal regarding the organizational structure of committee meetings and discussion took place. No action taken.

Proposed Rule Change #11:

OTHER ORGANIZATIONAL ISSUES:

Reduce the size of the County Board to 25. Proposed by John Deitrich. This action is authorized pursuant to Wis. Stat. § 59.10(3)(cm), but is not appropriate for proposal as a rule change. Liebman spoke to this proposal and discussion took place. No action taken.

Becky Evert, County Clerk Department:

a) Evert presented the monthly report and list of bills for her department.

MOTION (Fordham/Fish) to receive the report and approve bills in the amount of 12,935.72 (2016).

Motion carried unanimously.

b) Discussion of process on designation of the Official Sauk County Newspaper for the 2016-2018 term. Consensus of committee was to begin process as done in the past.

Todd Liebman, Corporation Counsel Department:

Liebman presented the monthly report and list of bills for his department.

MOTION (Polivka/Czuprynko) to receive the report and approve bills in the amount of \$1,458.46 (2016).

Motion carried unanimously.

Brentt Michalek, Interim Administrative Coordinator:

a) Michalek presented the monthly report and list of bills for the department.

MOTION (Fordham/Czuprynko) to receive the report and approve bills in the amount of \$157.47 (2016).

Motion carried unanimously.

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.

Chair Krueger announced that there will be a special E&L meeting on February 17, 2016 at 1:00 pm that will take place in closed session with Bob Roberts, Moffett and Associates regarding the Administrative Coordinator recruitment.

MOTION (Polivka/Czuprynko) to postpone the performance evaluation of the Corporation Counsel to the special meeting on February 17, 2016.

MOTION (Polivka/Fish) to adjourn until March 2, 2016 at 8:30 a.m. Motion carried unanimously and the meeting adjourned at 11:58 a.m.

Respectfully submitted,

Becky Evert
Sauk County Clerk