

Richland County

Rules & Resolutions Committee and Ethics Board

FEBRUARY 17th, 2022

The Rules and Resolutions Committee and Ethics Board met on Thursday, February 17th, 2022, in person and via videoconference and teleconference at 3:00 p.m. in the County Board Room at the Richland County Courthouse.

Committee members present included: Kerry Severson, Chad Cosgrove, Shaun Murphy-Lopez, Don Seep with Melissa Luck logged on remotely.

Also present was: Clint Langreck, County Administrator, Attorney Mike Windle, Linda Gentes, Cheryl Dull, Assistant to the County Administrator in attendance, with Ingrid Glasbrenner, Clerk Derek Kalish, Jen, Sandy, Tracy Thorsen, WRCO, Daniele Rudersdorf and Marty Brewer logged on remotely. John Couey, Barb Scott and Jason Marshall from MIS were present in rotation running the teleconferencing

1. Call to Order - Committee Chair Murphy-Lopez called the meeting to order at 3:00 p.m.

2. Proof of Notification - Chair Murphy-Lopez confirmed with Assistant to the Administrator Dull that the meeting had been properly noticed.

3. Agenda Approval - Moved by Supervisor Cosgrove to approve the agenda, seconded by Supervisor Severson. All voting aye, motion carried.

4. Previous Meeting Minutes - Moved by Supervisor Severson to approve the minutes for the February 3rd meeting of the Rules and Resolutions Committee and Ethics Board, second by Supervisor Cosgrove. All voting aye, motion carried.

5. Public comments - *Topics raised in comments received from the public may be placed on a future agenda for Consideration* - Chair Murphy-Lopez ask for public comments. Hearing none, he moved on to agenda item #6.

6. Roles and responsibilities of the County Board Chair and Vice Chair – Chair Murphy-Lopez stated this item was on the agenda 2 weeks ago but due to time constraints, was postponed until today. The current roles and responsibilities of the Chair and Vice Chair are pretty brief so he reviewed State Statutes for the required duties. Most of rules he found are not listed in the current roles and responsibilities and wondered if it is because they are assumed responsibility. Clerk Kalish is on line, in conferring with him he confirmed that the Board Chair is signing documents from a County Board meeting.

Chair Murphy-Lopez read through the list of items to consider including in the roles and responsibilities and the following items were discussed and acted upon.

Section 1 Agendas: Moved Supervisor Cosgrove to add 1.b. *“Be responsible for the preparation of the agenda of the County Board in conjunction and with the assistance of the County Administrator and County Clerk.”* and to keep 1.f. and 1.g., 2nd by Supervisor Luck. All voting aye, motion carried.

Attorney Windle read the statutes wording concerning the Clerk preparing agendas. Kalish concurred that is how it is handled.

Section 2 Appointments: Chair Murphy-Lopez reviewed the list. Moved by Supervisor Cosgrove to strike, ~~2.1-Concur to the Administrator’s appointment of department heads of the County.~~ from Administrators job description. 2nd by Luck. All voting aye, motion carried.

Chair Murphy-Lopez reviewed Section 3 and 4. Moved by Supervisor Luck to add *“4.c. Acts as a voting member, if a quorum is not otherwise present for a Standing Committee.”*, 2nd by Supervisor Cosgrove. All voting aye, motion carried.

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Murphy-Lopez reviewed Section 5. County Board Meeting Procedures. After discussion, the current 5.e. needs revisions. Attorney Windle will look into this and provide feedback to the committee.

Chair Murphy-Lopez review Section 6. Law. Moved by Supervisor Cosgrove to modify 6.a. and add as “6.a. *Take care that all federal, state and local laws; rules, regulations and board policy pertaining to county government are enforced.*”, 2nd by Supervisor Luck. Chair Murphy-Lopez requested a roll call vote by Secretary Dull: Supervisor Seep – aye, Chair Murphy-Lopez - aye, Supervisor Cosgrove - aye, Supervisor Severson - aye, Supervisor Luck – aye. All voting aye, Motion carried.

Chair Murphy-Lopez reviewed Section 7. Miscellaneous. Moved by Supervisor Severson to add “7.a. *Such other powers and duties as are set forth in County ordinances or resolutions.*” and “7.b. *Direct Supervisors to attend meetings of a committee/board/commission where they are not a member.*”, 2nd by Supervisor Cosgrove. All voting aye, motion carried.

Chair Murphy-Lopez reviewed Section 8 and 9 with not changes.

Chair Murphy-Lopez reviewed Section 10. Referrals. Moved by Supervisor Severson to strike language in 10.b. revising it to read “10. b. *Assign to the appropriate committee when there is doubt.*”, 2nd by Chair Murphy-Lopez. All voting aye, motion carried.

Chair Murphy-Lopez reviewed Section 11. Relationships (Internal and External). Moved by Supervisor Luck to add “11.b. *Represent the County at legislative hearings, conventions or other matters pertaining to the county. The Chair may delegate to department heads, County Administrator, other elected and appointed officers and other Board members such roles and responsibilities.*” and “11.e. *Acts as the chief elected spokesperson, and coordinates with the Administrator, who is the chief administrative spokesperson for the County.*”, 2nd by Supervisor Seep. All voting aye, motion carried.

Chair Murphy-Lopez reviewed Section 12. Removals. Attorney Windle advised the committee that 17.10(3) does not apply when there is an Administrator. Moved by Supervisor Seep to add 12.a. with modifications as follows “12. a. *Remove appointed committee members with approval by majority of the County Board members voting.*”, 2nd by Supervisor Cosgrove. All voting aye, motion carried.

Chair Murphy-Lopez reviewed Section 13 and 14 with no changes.

Chair Murphy-Lopez reviewed Section 15. Voting at County Board Meetings. Moved by Chair Murphy-Lopez to change 15.d. to read “15.d. *Vote on a call of ayes and noes and abstentions.*”, and strike 15.e., 2nd by Supervisor Cosgrove. All voting aye, motion carried.

7. Process for running for Board Chair/Vice Chair - Chair Murphy-Lopez stated in January a motion was made to adopt language for running for Chair and Vice Chair and after that vote, a question was raised at the WCA's webinar on January 18th about open meeting issues related to candidates for County Board Chair and Vice Chair campaigning for those positions. Attorney Andy Phillips said the election of the Board Chair is an item of business for the Board. If that item is discussed outside of the confines of County Board meetings, the County Board is inviting potential violations of the open meetings law. He recommended limiting conversations outside the County Board meeting to make the campaigning process as clean as possible.

Luck pointed out that our current rules clearly spell out how or when information is collected and presented to the board and the public at the same time.

Moved by Supervisor Luck to amend step #5 to read. “*Candidates for County Board Chair and Vice Chair may not directly contact County Board member select to campaign for the positions.*”, 2nd by Supervisor Cosgrove. Chair Murphy-Lopez requested a roll call vote by Secretary Dull: Chair Murphy-Lopez - aye, Supervisor Cosgrove - aye, Supervisor Severson - aye, Supervisor Luck – aye, Supervisor Seep – aye. All voting aye, motion carried.

Supervisor Cosgrove left the meeting at this point.

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Moved by Supervisor Luck to amend 7. to read: *“7. At the organizational meeting, nominations shall be made and seconded, and the election of Chair and Vice Chair shall follow after each candidate is allowed 10 minute to speak and answer questions.”*, 2nd by Supervisor Seep. All voting aye, motion carried.

8. Committee restructuring – Supervisor Luck presented her hybrid proposal identified as 8a, for committee restructuring and explained her thought process behind the design.

Supervisor Brewer expressed his concerns of the restructuring with regards to the UW Platteville-Richland as this structure changes the involvement with the Campus to be more of a property management role instead of involvement in organization and planning.

Supervisor Luck explained that just because this is a Public Works committee does not mean they can't handle more than just property issues if they are brought forward to them.

Administrator Langreck advised the committee that per the agreement with the campus, our actual roll is wrote to be about property and building conditions.

Chair Murphy-Lopez reviewed the overview language for the UW Platteville-Richland Committee. He stated other items of concerns could be brought to that committee but this is designed as a structural shift in what we as a committees handle.

Chair Murphy reviewed Restructuring Framework presented as 8b and explained what happens to the “Other Bodies”, the removal of committees that no longer exist, committees with just a representative and supporting information for those.

Moved by Supervisor Seep to adopt a framework for committee/commission/board restructuring and return to the Rules & Resolutions Committee with a revised Committee/Commission/Board Structure document incorporating the changes, 2nd by Severson. All voting aye, motion carried.

Supervisor Luck recommended when this is all put together that we ask another county that uses this structure to come speak with our committee.

9. Bid process complaint – Supervisor Seep asked to speak. He feels this is a moot point as this was worked out at the Board meeting, except to possibly defer to Attorney Windle for a response. Chair Murphy-Lopez feels this is an important item to discuss as there was a lot of things said at the county board meeting. Moved by Supervisor Seep to set this aside and discuss it in closed session. Supervisor Severson disagrees, it should be discussed in open session. There were allegation, including items mentioned on the radio, that should be address. Supervisor Seep stated that a complaint was made to him and he felt it was his responsibility to report that complaint to County Board prior to the vote, not mentioning any names or businesses.

Supervisor Seep left the meeting at this point.

10. Future agenda items – Supervisor Murphy-Lopez – none; Supervisor Luck - none; Supervisor Severson – none.

11. Adjournment – Next meeting will be Thursday, March 10th at 1:00 pm. Moved by Supervisor Luck to adjourn at 5:55 p.m., seconded by Supervisor Murphy-Lopez. All voting aye, motion carried.

Minutes respectfully submitted by

Cheryl Dull

Assistant to the County Administrator