

**RULES AND RESOLUTIONS COMMITTEE
AND ETHICS BOARD**

August 24, 2016

The Rules and Resolutions Committee and Ethics Board met on Wednesday, August 24, 2016, at 1:00 p.m. in the County Board Room, located in the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Fred Clary, Richard Rasmussen, Don Seep, Dave Turk and Ruth Williams.

Others present included: Victor Vlasak, County Clerk; and Ben Southwick, Corporation Counsel.

Committee Chairman Clary called the meeting to order.

The Clerk verified that the meeting was properly noticed. Copies of the agenda were mailed to all Rules and Resolutions Committee members; a copy was posted on the Courthouse Bulletin Board and County web site; a copy was faxed to The Richland Observer; and copies were emailed to Fruit Broadcasting, LLC and County Department Heads.

Motion by Williams, second by Seep that the agenda be approved. Motion carried.

Motion by Rasmussen, second by Williams that the July 6th minutes be approved. Motion carried.

The Committee reviewed the draft of language prepared by Corporation Counsel Southwick dealing with citizen appointments to boards, commissions or committees. Motion by Seep, second by Williams to present a resolution for approval of the proposed changes to the language of Rule 5 of the Rules of the Board. Motion carried. The proposed language is as follows:

“In the event of a prolonged, unexcused absence of a Supervisor or citizen member of a committee or board or commission, the chair of that committee or board or commission shall notify the County Board Chair of the absence. Except as to the Highway Committee and the Board of Trustees of Pine Valley ~~Healthcare and Rehabilitation Center~~ Community Village, the County Board Chairman shall have the authority to make a temporary appointment upon the prolonged, unexcused absence of any Supervisor or citizen member of any committee, ~~or board or commission member~~, after the approval of such appointments by ~~a majority~~ of the County Board. Such temporary appointments shall cease upon the return of the absent member. Permanent vacancies of a citizen member seat on a committee, board, or commission, except the Board of Trustees of Pine Valley Community Village, the Veterans Service Commission and the Commission on Aging, shall be filled by the County Board after receiving

the recommendation of the supervising committee, board or commission which shall have solicited nominations for the vacancy by a two consecutive week notice in The Richland Observer, which notice shall also be posted on the County's website”.

The Committee reviewed the draft of language prepared by Corporation Counsel Southwick dealing with the selection of a secretary to take the minutes for board, commission or committee meetings. Motion by Williams, second by Turk to present a resolution for approval of the proposed changes to the language of Rule 23 of the Rules of the Board. Motion carried. The proposed changes are as follows:

Each committee composed entirely of Supervisors shall elect or appoint a secretary who need not be a Supervisor. In the event of the absence of the elected or appointed secretary, the committee chair shall appoint a secretary to take the minutes for that meeting. The secretary shall take minutes of all meetings of the committee. The secretary shall, within 14 days after the meeting, type up the proposed minutes of the meeting and file them with the County Clerk. The minutes shall indicate the supervisors who are in attendance at the meeting and those who were excused. The Chairman of boards, commissions or committees shall be a Supervisor when a majority of the members of the board, commission or committee is made up of Supervisors”.

Motion by Williams, second by Turk to adjourn. Motion carried. The meeting adjourned at 1:25 p.m.

Victor V. Vlasak
Richland County Clerk