

**RULES AND RESOLUTIONS COMMITTEE
AND ETHICS BOARD**

July 6, 2016

The Rules and Resolutions Committee and Ethics Board met on Wednesday, July 6, 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; Jeanetta Kirkpatrick, County Board Chairman; Ben Southwick, Corporation Counsel; Patrick Metz, Health and Human Services Director; and Kerry Severson.

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 Turk to approve the agenda. Motion carried.

Motion by Rasmussen, second by Turk to approve the minutes for the June 8th meeting. Motion carried.

The Committee discussed advertising to fill vacant citizen member positions on boards, commissions or committees that are not elected. Exceptions would be the Pine Valley Board of Trustees members who are elected and the Veterans Service Commission members who are appointed by the County Board Chairman. Motion by Rasmussen, second by Seep that nominations for vacant citizen member seats on boards, commissions or committees be solicited by the Supervising Committee advertising the vacancy for two consecutive weeks in The Richland Observer. Motion carried. Corporation Counsel will bring another draft of the proposed rule change back to the Committee.

The Committee discussed absences of a member of a board, commission or committee. Chairman Clary noted that historically as long as notification was given by a member in advance of a scheduled meeting that they would be absent, it is considered an excused absence.

The Committee discussed draft language adding "Public Comment" to the County Board agenda. The proposed language would allow citizens to comment on any item of possible County business, except the Chair shall not recognize any Supervisor to speak in response to a public comment unless the item is on the agenda. Chairman Clary noted possible open meetings violations if Supervisors respond to a public comment on items not on the County Board agenda. No action was taken on the discussion.

The Committee discussed the County Board Rule which states that the first ballot for any committee seat shall be an informal ballot. Each succeeding ballot shall be a formal ballot and supervisors may only vote in formal ballots for all persons who have received the top three numbers of votes on the informal ballot for that seat. Corporation Counsel Southwick reported that counties, in terms of organizational powers or administrative powers, can do whatever they want as long as it is not prohibited by the U.S. Constitution or the Wisconsin Constitution or any State statute.

The Committee discussed the County Board Rule which states that every member present when a question or election is put shall vote on the same, unless for some special cause excused by the Chairman. Corporation Counsel Southwick noted that Section 59.15 of the Wisconsin Statutes states that any supervisor who refuses or neglects to perform any of the duties which are required of the supervisor by law as a member of the board, without just cause, shall for each such refusal or neglect forfeit not less than \$50 nor more than \$200. Failure to vote on a question could be considered neglecting one's duty as a member.

The Committee discussed Rule 23 which states that each committee composed entirely of supervisors shall elect a secretary. It was noted that some committees have a staff member take the minutes. The suggestion was to change the language to state that each committee shall elect or appoint a secretary who needs 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. Corporation Counsel Southwick will prepare draft language for the Committee to review at its next meeting.

The authority of the Board Chair as defined in Section 59.12 of the Wisconsin Statutes was discussed. Chairman Kirkpatrick reviewed job descriptions from other counties for the position of Chair. Compliance with policies of the County was discussed. Corporation Counsel Southwick noted that actions by the County Board are the laws of the County. No action was taken on the agenda item.

Motion by Williams, second by Seep to adjourn to Wednesday, August 24th at 1:00 p.m.
Motion carried.

Victor V. Vlasak
Richland County Clerk