

**RULES AND RESOLUTIONS COMMITTEE
AND ETHICS BOARD**

November 13, 2019

The Rules and Resolutions Committee and Ethics Board met on Wednesday, November 13, 2019, at 10:00 a.m. in the County Board Room, located on the third floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: David Turk, Chad Cosgrove, Ed Pulvermacher and Jayme Walsh. Don Seep absent.

Others present included: Victor Vlasak, County Clerk; Jeanetta Kirkpatrick, County Board Chair; Ben Southwick, Corporation Counsel; and Barb Scott, MIS Director.

Committee Chair Turk called the meeting to order.

The Clerk verified that the meeting was properly noticed. Copies of the agenda were emailed 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 a copy was emailed to Fruit Broadcasting, LLC.

Motion by Cosgrove, second by Walsh for approval of the agenda. The motion carried unanimously.

Motion by Cosgrove, second by Pulvermacher for approval of the printed copies of the minutes for the October 17th meeting of the Rules and Resolutions Committee and Ethics Board. The motion carried unanimously.

Census Resolution – The Committee reviewed a draft of a resolution prepared by Corporation Counsel Southwick. The resolution pledges support for encouraging participation in the census without committing resources. Motion by Cosgrove, second by Pulvermacher to forward the resolution to the County Board. The motion carried unanimously.

Open Records Ordinance – The Committee reviewed Ordinance No. 13-13 (Amended) Setting Fees for Locating and Copying County Records. Corporation Counsel Southwick noted the need to address digital requests in the ordinance. Several changes were recommended by Committee members under the heading of TYPE OF RECORD. Corporation Counsel Southwick will prepare a draft of an ordinance reflecting the suggested changes.

Committee Structure – The Committee discussed reviewing the Committee Structure to remove language that would conflict with the duties of the County Administrator. Committee members will review the County Administrator job description and discuss changes to the Committee Structure at their next meeting.

Code of Ethics – The Committee discussed Ordinance No. 06-28 Establishing A Code Of Ethics For County Employees And Creating An Ethics Board. Corporation Counsel Southwick noted that there is language in the State Statutes that deals with ethics for elected officials.

The next meeting is scheduled for December 11th at 10:30 a.m.

Motion by Cosgrove, second by Pulvermacher to adjourn. The motion carried unanimously. The meeting adjourned at 11:40 a.m.

Victor V. Vlasak
Richland County Clerk