

**RULES AND RESOLUTIONS COMMITTEE  
AND ETHICS BOARD**

January 7, 2021

The Rules and Resolutions Committee and Ethics Board met on Thursday, January 7, 2021, at 3:00 p.m. virtually.

Committee members present included: Shaun Murphy-Lopez, Chad Cosgrove, Kerry Severson, Melissa Luck and Donald Seep.

Also present was: Victor Vlasak, County Clerk.

Committee Chair Murphy-Lopez 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 Luck, second by Cosgrove that the agenda be approved. Motion carried.

Motion by Severson, second by Cosgrove for approval of the minutes for the previous meeting. Motion carried.

**County Board Rule # 1 – Wednesday Mail-Out Rule** – Motion by Seep, second by Luck to present a resolution amending Rule 1 of the Rules of the Board to state that “Resolutions or Ordinances, or subsequent drafts of Resolutions or Ordinances, which were not timely sent out may be considered by the County Board as long as long as they are approved by the County Board Chair, unless the County Board adopts a motion objecting to consideration of a specific Resolution and Ordinance.” Motion carried.

**County Board Rule # 19 – Requirement that Resolutions and Ordinances be signed -** This Rule has been proven difficult to accomplish due to restrictions imposed by the coronavirus pandemic. Motion by Luck, second by Cosgrove to present a resolution to the County Board for approval to temporarily suspended this signature requirement until the likely end of the pandemic. Motion by Severson, second by Cosgrove to amend the motion to explore the optional digital signature approach or Adobe signature approach and enact them should they prove successful before June 30<sup>th</sup>. Motion carried on the amendment. Motion carried, as amended.

**Redistricting Timeline** – Discussed was establishing a timeline for drawing new County supervisory districts based upon the 2020 census results. Motion by Seep, second by Luck to present a resolution to the County Board to establish a timeline for the purposes of drawing new County Supervisory districts according to forthcoming results of the 2020 census. Motion carried. The proposed timeline is as follows:

February – March	Determine the Board size and appoint a redistricting committee
March	Establish guidelines for redistricting
April – May	Develop a tentative plan
June – July	Create municipal wards
August – September	Finalize and adopt the redistricting plan

**Administrative Transition Committee Amendments** – Motion by Severson, second by Cosgrove to present a resolution to the County Board increasing the size of the Administrator Transition Committee from three members to five members and changing the expiration date of the Committee from February 1, 2021 to June 1, 2021. Motion carried.

### **Future Agenda Items**

- Preparation cover sheets or attachments for agenda items.
- Clarification on process of presenting resolutions.
- Employee attendance tracking.
- Per diem claims process for virtual meetings.

Motion by Severson, second by Couey to adjourn. Motion carried. The meeting adjourned at 2:12 p.m.

Victor V. Vlasak  
Richland County Clerk