

**RULES AND RESOLUTIONS COMMITTEE AND ETHICS BOARD**  
**October 7, 2021**

The Rules and Resolutions Committee and Ethics Board met on Thursday, October 7th, 2021, in person and virtually at 10:02 a.m. in the County Board Room at the Richland County Courthouse.

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

Also present was: Jasen Glasbrenner remotely, Mike Windle, County Attorney and Clinton Langreck, County Administrator, Marty Brewer remotely with Cheryl Dull, County Administrator Assistant taking minutes.

1. **Call to Order** - Committee Chair Murphy-Lopez called the meeting to order at 10:01 am.
2. **Proof of Notification** - Chair Murphy-Lopez confirmed the meeting had been properly noticed.
3. **Agenda Approval** - Moved by Cosgrove to approve the agenda, seconded by Severson. All voting aye, motion carried.
4. **Previous Meeting Minutes** - Moved by Seep to approve the minutes for the September 1st meeting of the Rules and Resolutions Committee and Ethics Board, second by Severson. All voting aye, motion carried.
5. **Changes to the County Committee Structure Document and Rules of the Board** - Clint Langreck presented suggested changes as:
  - 1) Recommend a resolution to the County Board to replace existing Committee Structure Document language regarding Committee on committees (as presented/with amendments), and recommend resolution to the Richland County Board.
  - 2) Recommend resolution to the County Board to amend the Rule 6 of the County Board regarding committee on committee and filling vacant positions (as presented/ with amendments) and recommend resolution to the Richland County Board. (*See Attachment*)

Melissa Luck questioned if the changes to Rule 6 would remove being able to address lack of attendance to meetings. Clint stated he felt it was addressed in another article concerning removal from a committee. Shaun expressed concerns about getting applicants with removing posting in the paper. Moved by Shaun postpone action until the November meeting, seconded by Cosgrove. Motion carried.
6. **Changes to the County committee, boards, and commissions organization** - Clint Langreck reviewed the recommended changes. (*See Attachment*). Recommended to adopt the proposed restructuring of county committees, boards and commissions as depicted on the roster document (as presented, with amendments), and to make necessary changes to the committee structure document to reflect these changes, and to recommend resolution to the Richland County Board to adopt these changes effective with the beginning of the 2022-2024 County Board Session.

Clint Langreck reviewed recommended changes to Standing Committees (*See Attachment*), proposed Boards and Commissions. (*See Attachment*), Sub committees (*See Attachment*), Seated committees (*See Attachment*), Elected Bodies (*See Attachment*), Supervisor Interest Survey (*See Attachment*), Supervisor Interest Survey (*See Attachment*) and Supervisor Appointment Matrix (*See Attachment*).

Seep recommended that the Veterans Committee be left at 5 with 2 people being from the public and a Commission of 3 with 2 being from the committee.

Shaun Murphy-Lopez questioned who is appointing Vice Chair and Secretary due to problems getting minutes to the County Clerk as directed. Shaun also had concerns about the timeline of surveys that will be sent to the supervisors.

Kerry Severson recommends eliminating the secretary and make a chair pro tempore structure.

Chad Cosgrove concurred on the secretary issue. He requested clarification of appointments to board or commissions by state statutes on who does appointments.

Clint explained the difference between the different surrounding counties.

Attorney Mike Windle interpretation of the State Statutes is the same and will review the ordinance for language when it is prepared. He added, statutorily the administrator already has the authority to do appointments.

Severson, Murphy-Lopez and Seep recommended that request to be committee chair be submitted with a resume' or be asked to speak to the board about their experience, interests and abilities they bring to the job. Luck agreed with this.

Severson asked the history of this change and why are we at this position. Clint explained his concern on upcoming budgets and changes in the timing of committee creation.

Murphy-Lopez recommends a presentation to county board prior to any changes.

Moved by Murphy-Lopez to present this recommendation to County Board for review, 2<sup>nd</sup> by Seep with discussion. Severson recommending the administrator send out an email to all county board members to review the documents prior to the County Board meeting.

Motion to amend by Severson to only be a discussion item on the County Board agenda, seconded by Seep to amend the motion. All voting yah. Amended motion carries.

Moved by Shaun Murphy-Lopez postpone action until the November meeting, seconded by Chad Cosgrove. Motion carried.

7. **Discussion and possible action regarding a county flag** - Continued discussion and possible action regarding the development of a flag for Richland County. Shaun Murphy-Lopez is recommending we accept and file the research. Derek Kalish had contacted Vic Vlasak and found it lead back to Sandra Kramer. Sandra reached out to Derek & Clint with the history of the flag in great detail. Shaun contacted Fred Clary for more history but didn't acquire any more information than what was provided. Shaun contacted surrounding communities to see what they have if anything for a flag. Lone Rock and Viola have designed welcome signs. Shaun was able to obtain 3 case studies that have been provided to Clint and MIS which are now uploaded to the website. Shaun continued to explain in detail how other communities have done it. Jasen Glasbrenner shared Power Point slides on what he has been working on for the City of Richland Center, presenting logos from surrounding Counties and how it carries across departments for continuity. Moved by Seep to receive and file the report concerning the county flag, seconded by Severson. All voting aye, motion carried.
8. **Discussion and possible action regarding the Ethics Ordinance** - Continued discussion and possible action regarding amendments to the Richland County Ethics Ordinance. Shaun Murphy-Lopez did an overview of what he discovered in his research of the Ethics Ordinance, State Statutes and reviewing other counties ordinances. (*See Attachment*) Shaun felt the Counties Ethics Ordinance is very out of dated and public officials can and maybe should be included in the Ethics Ordinance. Informational only, not action taken.
9. **Future Agenda Items** - Don Seep – County's Bonding and who is covered. Melissa Luck – Have WCCA Andrew Phillips either speak to us or she could present and do an overview of information she received. Chad Cosgrove – none. Kerry Severson – Use of a County vehicle for personal purposes.
10. **Adjournment** - Next meeting will be November, 4th 2021 at 10:00 am. Moved by Seep to adjourn at 12:03 pm, seconded by Cosgrove. All voting aye, motion carried.

Minutes respectfully submitted by

Cheryl Dull

Assistant to the County Administrator