

**RULES AND RESOLUTIONS COMMITTEE  
AND ETHICS BOARD**

June 8, 2016

The Rules and Resolutions Committee and Ethics Board met on Wednesday, June 8, 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, David Turk and Ruth Williams.

Others present included: Victor Vlasak, County Clerk; Jeanetta Kirkpatrick, County Board Chair; Ben Southwick, Corporation Counsel; and Patrick Metz, Health and Human Services Director.

Clary called the meeting to order.

Clary announced that the first order of business would be the election of a Chairman. Rasmussen nominated Clary. Motion by Turk, second by Williams that the nominations be closed and the Clerk instructed to record that a unanimous ballot was cast for Clary. Motion carried and Clary was declared elected Chairman.

Clary announced that the next order of business was the election of a Vice Chairman. Seep nominated Rasmussen. Motion by Turk, second by Williams that the nominations be closed and the Clerk instructed to record that a unanimous ballot was cast for Rasmussen. Motion carried and Rasmussen was declared elected Vice Chairman.

Clary announced that the next order of business was the election of a Secretary. Motion by Rasmussen, second by Seep that the Clerk serves as Secretary for the Committee. Motion carried.

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 Williams to approve the February 24<sup>th</sup> minutes. Motion carried.

The Committee discussed the start times for sessions of the Board. Currently all meetings start at 10:00 a.m. with the exception of the May, June, July and August sessions which start at 7:00 p.m. Requests have been received to consider having all sessions of the county Board take place in the evenings. The start time for the evening sessions was discussed. Motion

by Turk, second by Williams to present a resolution to amend the Rules of the Board to state that all sessions of the County Board take place in the evenings and start at 7:00 p.m. Motion carried.

Kirkpatrick addressed the Committee regarding items presented at the County Officials Workshop which differ from Richland county's Rules of the Board.

The first item is voting by ballot for the Committee on Committees and the Highway Committee. Richland County's rule makes the first ballot an informal ballot. The rule then states that each succeeding ballot is then a formal ballot and supervisors may only vote for persons who received the top three numbers of votes on the informal ballot for that seat. At the Workshop it was indicated that there should be no elimination of names that are nominated. Corporation Counsel Southwick stated that there is no legal prohibition against Richland's current practice.

The next item is Richland County's rule requiring every member to vote on questions unless for some special cause excused by the Chairman. At the Workshop it was indicated that members do not have to vote on every question put before the Board. Corporation Counsel Southwick noted that any possible violation of the ethics law would require that a member not vote or even participate in the discussion. Southwick will research the issue.

The next item was including on County Board agendas an item allowing for a period of public comment. Corporation Counsel Southwick noted that no action could be taken on comments because discussion of the subject, if not already on the County Board agenda, would be a violation of the open meetings law. Motion by Turk, second by Seep to modify Rule 3 of the Rules of the Board to allow for a period for public comment. Discussion continued regarding possible issues with allowing public comment. The motion failed.

Chairman Kirkpatrick suggested that the budget summary be placed on the County web site. The MIS Department will be contacted about fulfilling the request.

The Committee discussed a recommendation from the Health and Human Services Board that citizen member vacancies on boards, commissions and committees be filled after the vacancies have been advertised and after a selection has been made from a pool of applicants received. Motion by Seep, second by Turk that Corporation Counsel Southwick prepares a draft of a resolution with language for advertising citizen vacancies. Motion carried.

The Committee discussed the language in Rule 5 of the Rules of the Board regarding the prolonged absence of a member of a committee or board. The Board Rules state that in the event of a prolonged, unexcused absence of a member of a committee or board, the chair of that committee or board shall notify the County Board Chair of the absence. Except as to the Highway Committee and the Board of Trustees of Pine Valley Healthcare & Rehabilitation Center, the Chairman shall have the authority to make temporary committee appointments upon the prolonged unexcused absence of any committee or board 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.

The Committee discussed language in Rule 5 of the Rules of the Board regarding the length of service on a board, commission or committee. The Rules state that except for committees elected by ballot and members serving on a related State board or committee, no Supervisor or citizen member shall serve without interruption for the equivalent of more than three consecutive, two year terms on any committee or board. Service by a Supervisor for a partial Supervisory term is not counted.

The Committee discussed the County Board Chairman position. Kirkpatrick noted that currently the only authority granted to the County Board Chair is to conduct the meetings of the County Board as set forth in the Rules of the Board. Kirkpatrick noted complaints received from employees involving problems with the operation of the courthouse elevator. Also noted were issues with department head compliance with the Administrative Manual. The authority of the Board Chair position will be discussed at the next Rules and Resolutions Committee meeting.

The Corporation Counsel's job description was briefly discussed.

The next meeting is scheduled for July 6<sup>th</sup> at 1:00 p.m.

Motion by Williams, second by Turk to adjourn. Motion carried. The meeting adjourned at 2:48 p.m.

Victor V. Vlasak  
Richland County Clerk