

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
March 19, 2018
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

The meeting was called to order by Chair David Weber at 10:00 a.m.

Roll call was conducted. Members present included Chair David Weber, Vice Chair Charlene Staples, and Supervisors Dan Kilkenny, Susan Pruessing and Nancy Russell. A quorum was declared.

Others in Attendance

County staff: County Administrator David Bretl; Deputy County Administrator-Finance Nicki Andersen; Volunteer Coordinator Colleen Lesniak; Director of Health and Human Services (HHS) Elizabeth Aldred

Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to move item 10. b for consideration before item 8. a, and to approve the agenda as amended. Motion carried by voice vote.

On motion by Supervisor Pruessing, seconded by Vice Chair Staples, the minutes of the February 19, 2018 and March 13, 2018 meetings were approved by voice vote.

Public Comment – There was none.

Consent Items – expense/mileage reimbursement claims

- Allan Polyock, county representative on WRRTC, in the amount of \$263.50

Vice Chair Staples made a motion, seconded by Supervisor Russell, to approve the claim of Allan Polyock. Motion carried 5-0.

New Business

- Resolution Proclaiming April 15-22, 2018 Volunteer Week in Walworth County and Recognizing Walworth County Volunteers

Walworth County Volunteer Coordinator Colleen Lesniak said Walworth County recognizes the significant contributions of its volunteers every year in April. County staff who supervise volunteers were encouraged to nominate volunteers who have done a superb job for Volunteer of the Year; thus far, there are four nominees. The volunteer luncheon will be held April 11, and Lesniak will send invites and the 2017 volunteer impact study to Board members. Individual departments also recognize their volunteers by hosting pizza parties, etc., on an ongoing basis. She added it is important to publicly acknowledge their efforts and impact, and will publish notice of Volunteer Week in the media. **Vice Chair Staples made a motion, seconded by Supervisor Russell, to approve the resolution proclaiming April 15-22, 2018 Volunteer Week in Walworth County. Motion carried unanimously.**

Appointments

Recommendations regarding County Administrator's nominations:

- CDBG Southern Housing Consortium – appointment of Nicole Hill

Supervisor Russell made a motion, seconded by Vice Chair Staples, to recommend the appointment of Nicole Hill to the CDBG Southern Housing Consortium. Motion carried 5-0.

Unfinished Business

- Discussion and possible action concerning citizen vacancies on various committees including Agriculture and Extension Education Committee and library boards, possible changes to committee ordinances and establishing consistent guidance for committee appointments

County Administrator David Bretl said he incorporated the Committee's recommendations into the draft ordinance concerning citizen committee membership. One of the changes includes representation on the Agriculture and Extension Education Committee. Currently, there are more citizen members than County Board members. The new draft reduces committee membership to a representative of county school administrators, a designee of the USDA Farm Service Agency, and a citizen member with a background in agriculture or education. The Committee is required under the present ordinance to hold an annual public hearing to solicit citizen input on UW-Extension issues. He summarized the history of the Committee, which included a former advisory committee which had 16 members. Other changes to Chapter 2 include: removal of reference to the former Economic Development Advisory Committee; removal of redundant language stating the County Administrator must nominate all members of municipal library boards; and reinforcing term limits. Membership on the Walworth County Metropolitan Sewerage District is governed by state statute. Supervisor Russell added that the County Board is held responsible to its constituents for making policy and citizen members should not comprise a majority on any committee. In addition, the duties of the Committee have been diminished because of UW-Extension's implementation of the nEXT Generation program. Bretl asked for input on the draft ordinance.

Supervisor Russell recommended the following changes: on page 4 of the ordinance, Line 11, put a period after the word "years" and eliminate the remainder of the sentence; and change the text on page 4, Line 25 from paragraph (d) to (c). **Supervisor Kilkenny made a motion, seconded by Supervisor Russell, to direct staff to incorporate Supervisor Russell's recommendations into the ordinance, and to recommend approval. Motion carried 5-0.**

Bretl asked the Committee if they still wished to interview candidates, and consensus was to continue that practice. Interviews can be waived if the candidate was interviewed within the last 12 months of appointment/re-appointment.

New Business

- Approval of the 2018-2019 County Board of Supervisors Meeting Schedule

Vice Chair Staples made a motion, seconded by Supervisor Kilkenny, to recommend approval of the 2018-2019 County Board Supervisors Meeting Schedule as presented. Motion carried 5-0.

- Resolution Proclaiming April 22-28, 2018 as Fair Housing Week in Walworth County
Bretl said the resolution proclaiming a Fair Housing Week was driven by the Southern Housing Consortium, as part of the community development block grant it administers. The resolution acknowledges the 50th anniversary of the Federal Fair Housing Law, the 53rd anniversary of the Wisconsin Open Housing law, and commends those involved in promoting fair housing. **Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to recommend approval of the resolution proclaiming April 22-28, 2018 as Fair Housing Week in Walworth County. Motion carried unanimously.**

Reports/announcements by Chairperson – There were none.

Confirmation of next meeting date and time: The next regular business meeting was confirmed for Monday, April 23, 2018 at 10:00 a.m.

Claims and Litigation

The committee convened in closed session at approximately 10:43 a.m. on **motion and second by Supervisor Kilkenny and Vice Chair Staples** pursuant to the exemption contained in Section 19.85(1)(g) of the Wisconsin Statutes, “conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved,” relative to the items listed below. A roll call vote was conducted and all members present voted “aye.” Remaining in closed session were County Administrator David Bretl, Deputy County Administrator-Finance Nicki Andersen and Director of HHS Elizabeth Aldred.

- a) Itemized Notice of Claim – Cieara Kendall
- b) Opioid Litigation

The committee reconvened in open session at approximately 11:05 a.m. on motion and second by Vice Chair Staples and Supervisor Kilkenny.

Supervisor Kilkenny made a motion, seconded by Vice Chair Staples, to deny the claim by Cieara Kendall, and to proceed as discussed in closed session on item b, Opioid Litigation. Motion carried 5-0.

Adjournment

On motion by Vice Chair Staples, seconded by Supervisor Kilkenny, Chair Weber adjourned the meeting at 11:06 a.m.