

**Walworth County Board of Supervisors
Executive Committee Meeting Minutes
Monday, June 15, 2020
Walworth County Government Center, County Board Room 114
100 West Walworth Street, Elkhorn, Wisconsin**

Chair David Weber called the meeting to order at 10:00 a.m.

Roll call confirmed all members were present either in person or remotely: Chair David Weber, Vice Chair Daniel Kilkenny, Supervisors Brian Holt, Susan Pruessing and Nancy Russell. A quorum was declared.

Others in Attendance

County Board Supervisors: Kathy Ingersoll, Ryan Simons, and Rick Stacey

County staff: County Administrator Mark W. Luberda; Corporation Counsel/Director of Land Use and Resource Management (LURM) Michael Cotter; Finance Director Jessica Conley; Geographic Information Systems (GIS) Supervisor/Land Information Officer Dale Drayna; Information Technology Director John Orr; Director of Health & Human Services Elizabeth Aldred; and County Clerk Kimberly Bushey

Members of the Public: Jim Van Dreser

On motion by Supervisor Pruessing, second by Supervisor Russell, the agenda was approved with no withdrawals.

On motion by Supervisor Pruessing, second by Supervisor Holt, the minutes of the May 18, 2020 Executive Committee Meeting were approved.

Public Comment – There was none.

Consent Items – expense/mileage reimbursement claims submitted by:

- a) Rick Stacey, County Board Supervisor, in the amount of \$47.61
- b) Anna Seaver, citizen member on Board of Adjustment, in the amount of \$32.66

Supervisor Russell offered a motion, second by Supervisor Holt, to approve the expense/mileage reimbursement claims for Rick Stacey in the amount of \$47.61 and Anna Seaver in the amount of \$32.66. Motion carried 5-0.

Appointments. Recommendations regarding County Administrator's nominations:

- Aging and Disability Resource Center (ADRC) Governing Board – appointment of Terrence Dignan, Laura Berg, and Kit Deubel
- County Zoning Agency – appointment of Richard Kuhnke, Sr. and Jim Van Dreser
- Elkhorn Matheson Memorial Library Board – appointment of Debbie Adams
- Wisconsin River Rail Transit Commission – appointment of Richard Kuhnke, Sr.

County Administrator Mark W. Luberda requested the appointment of Kit Deubel be laid over to the next Executive Committee meeting, as the Administrative Office has not received confirmation that Ms. Deubel has personally signed the Notice of Intent to Serve.

Supervisor Holt offered a motion, second by Supervisor Pruessing, to approve the appointment of Terrence Dignan to the Aging and Disability Resource Center (ADRC) Governing Board. Motion carried 5-0.

Supervisor Holt offered a motion, second by Supervisor Russell, to approve the appointment of Laura Berg to the Aging and Disability Resource Center (ADRC) Governing Board. Motion carried 5-0.

Chair Weber asked Mr. Van Dreser a series of questions regarding his qualifications, experience, desire to serve on the County Zoning Agency, and whether he had any conflicts of interest that would prohibit him from serving. **Supervisor Pruessing offered a motion, second by Supervisor Russell, to approve the appointment of Jim Van Dreser to the County Zoning Agency. Motion carried 5-0.**

Administrator Luberdia stated Richard Kuhnke, Sr. was invited to attend the meeting and suggested his interview and appointment be laid over to the next Executive Committee meeting, since he was not present.

Supervisor Pruessing offered a motion, second by Supervisor Holt, to approve the appointment of Debbie Adams to the Elkhorn Matheson Memorial Library Board. Motion carried 5-0.

Supervisor Russell offered a motion, second by Supervisor Pruessing, to approve Richard Kuhnke, Sr. to the Wisconsin River Rail Transit Commission. Motion carried 5-0.

New Business

- Correspondence from County Clerk Kimberly Bushey regarding the upcoming redistricting process/timeline including Res. No. 50-09/09 – Requesting the Southeastern Wisconsin Regional Planning Commission (SEWRPC) to Prepare a Redistricting Plan for Walworth County Following the 2010 United States Census
County Clerk Kimberly Bushey briefly explained the purpose of her email and Res. No. 50-09/09. Bushey’s intent was to notify Administrator Luberdia and County Board Chair Russell that in 2009 the Executive Committee discussed the process that should be taken relative to redistricting due to the 2010 United States Census, which resulted in Res. No. 50-09/09 – Requesting the Southeastern Wisconsin Regional Planning Commission (SEWRPC) to Prepare a Redistricting Plan for Walworth County Following the 2010 United States Census. Bushey said once the 2020 census numbers are finalized, there will be a short time frame to create the redistricting and now is the time to discuss how the Executive Committee would like to handle the process. Discussion then focused on the information that will be provided by the 2020 United State Census; parameters and rules that need to be complied with when setting up the districts, how the districts are demographically similar, and what the communities of interest are that must be protected. Supervisor Russell and Corporation Counsel/Director of Land Use and Resource Management (LURM) Michael Cotter recommended creating and passing a similar resolution allowing SEWRPC to prepare a redistricting plan and to draw up a contract if necessary. Cotter stated the County Board of Supervisors will set the redistricting parameters and briefly explained the process. **Supervisor Russell offered a motion, second by Vice Chair Kilkenny, to request a resolution similar to Res. No. 50-09/09 be prepared with the correct dates and for it to be sent to the County Board for approval, as soon as possible, so that SEWRPC can incorporate this into their work schedule.** County Administrator Mark W. Luberdia recommended moving forward with SEWRPC and stated the Deputy Director of SEWRPC has indicated their interest in preparing a redistricting plan. Luberdia will work with SEWRPC to create a timeline and contract, if required. Vice Chair Kilkenny inquired as to a potential increase of County Board Supervisors, which would impact the way districts are defined. Bushey said criteria of increasing the County Board could be given to SEWRPC. **Motion carried 5-0.**

- Correspondence from County Board Vice Chair Jerry Grant in regards to requiring committee citizen members be residents of Walworth County
County Board Vice Chair Jerry Grant briefly explained the purpose of his correspondence and stated he believes a citizen member candidate should either be a resident or employed in Walworth County to be eligible to serve on the Wisconsin River Rail Transit Commission or any other committee/board. Discussion then focused on the difficulties that may arise either when trying to fill a vacancy or when a highly qualified candidate may be disqualified from serving because they are neither a resident nor employed by Walworth County. Supervisor Russell agreed with Grant and believes it is important for a citizen member to have a vested interest in the County. Vice Chair Kilkenny suggested inserting a preference clause in the ordinance for an applicant to either reside or work in Walworth County. Supervisor Holt suggested setting the requirement as a baseline for an applicant and then allowing a vote to be taken due to an extraordinary measure. Administrator Luberdia briefly summarized the committee’s options. **Supervisor Holt offered a motion, second by Supervisor Russell, to adopt the language of “preference” into our appointees for citizen members of committees with notification to the Board if for**

some reason they do not live or work in Walworth County. Motion carried 5-0. The Executive Committee asked Luberda to draft the proposed ordinance; review the application questionnaire to make certain it includes the question “Do you work or live in Walworth County”; and to bring the proposed ordinance back to the Executive Committee for review.

Reports/announcements by Chairperson – There was none.

Confirmation of next meeting date and time: The next meeting was confirmed for Monday, July 20, 2020 at 10:00 a.m.

Adjournment

On motion and second by Vice Chair Kilkenny and Supervisor Russell, Chair Weber adjourned the meeting at 10:40 a.m.

Submitted by Patricia Sommers, Administrative Assistant. Meeting minutes were approved at the July 20, 2020 Executive Committee meeting.