

Open meeting law complied with. Quorum verified.

Call to order:

The Legislative & Judicial Committee meeting was called to order at 9:03 A.M. in the Vilas County Courthouse conference rooms by Chairman Sig Hjemvick with the following committee members present: Jim Behling, Ron De Bruyne and Kathleen Rushlow. Steve Favorite was excused. Other persons present at various times during this meeting: Scott Jensen, Martha Milanowski, Joy Schmitz, Joe Fath, Chris Kamps and David Alleman.

Approve agenda to be discussed in any order by the Chair:

Motion by R. De Bruyne , 2nd by K. Rushlow to approve the agenda, with the agenda order to be presented at the Chair's discretion. All voted aye. Carried.

Approve February 13, 2012 meeting minutes:

Motion by R. De Bruyne , 2nd by K. Rushlow to approve the February 13, 2012 minutes as presented. All voted aye. Carried.

Resolution: Standing Rules and Committee Duties:

S. Hjemvick began by citing page 9 in the Standing Rules, regarding the auditing of claims (approval of bills) procedure. He wondered if any revision needed to be made to this language. The clerk responded that changes to any approval of bills procedures needed to be discussed by the Finance & Budget Committee. S. Hjemvick also recommends language that clearly gives the Communication Committee oversight of all county radio communication systems, including the Highway Dept. system. K. Rushlow suggested adding Highway Dept. under #8 of that section. J. Behling recommends giving the Public Property Committee oversight of all building design activities. This was discussed. **Motion by R. De Bruyne, 2nd by K. Rushlow to add language to the Public Property Committee section of the Standing Rules, giving that committee the duty of overseeing all building design activities. All voted aye. Carried.**

J. Behling questioned building lease language as previously amended in the Public Property Committee section. This was discussed. R. De Bruyne led discussion of Public Property Committee rule #11, governing of building construction and repair. K. Rushlow is concerned with the broad policy making oversight given the Public Property Committee regarding OSHA and ADA issues. This was discussed. By consensus the committee decided to limit Public Property Committee oversight of OSHA and ADA issues to those involving county buildings and infrastructure. **Motion by R. De Bruyne, 2nd by J. Behling to approve all Standing Rules revisions as presented and to forward a resolution approving same to the County Board for adoption. All voted aye. Carried.** M. Milanowski will include the aforementioned Standing Rule revisions in the draft copy.

Resolution: Assistant Corporation Counsel vacancy:

M. Milanowski announced the resignation of the assistant Corporation Counsel. Workloads in her department continue to increase, necessitating the filling of this pending vacancy. She presented a revised salary schedule for that position that better reflects current market conditions. **Motion by K. Rushlow, 2nd by R. De Bruyne to approve the Assistant Corporation Counsel hiring resolution and to forward same to the County**

Board. All voted aye. Carried. The committee discussed the possible need for the temporary employment of outside counsel due to this vacancy. **Motion by R. De Bruyne, 2nd by J. Behling to pre-approve the use of outside counsel as deemed necessary by the Corporation Counsel. All voted aye. Carried.**

K. Rushlow was excused from the meeting at 9:41 A.M.

Child Support report, bills and travel:

J. Schmitz presented her monthly report of operations. Current budget data is unavailable. Department bills were presented and initialed. She requested permission to attend a meeting in Stevens Point on May 3rd and 4th including travel, lodging and meal costs. By consensus the committee approved this request. She also notified the committee that a computer router serving her department needed replacement at a cost of \$4,790.50. No funds were budgeted for this replacement, as her department was not notified of the need until after budget approval. This issue will be tabled until the next meeting. Staffing and Court Commissioner issues were also discussed.

Veteran's Service report, bills and travel:

S. Jensen presented an abbreviated budget report. There are no current budget issues. Department bills were presented and initialed. S. Jensen would like approval to send his assistant to a training session in Kewaunee on April 20th. S. Hjemvick recalled that the committee previously gave approval to S. Jensen allowing him to independently approve department in-state travel as necessary. This was discussed. **Motion by R. De Bruyne, 2nd by J. Behling to independently allow S. Jensen to approve all future in-state travel, as needed by his department and within budgetary guidelines. All voted aye. Carried.** Grave marker purchases were discussed. Planning continues for Memorial Day ceremonies.

County record retention ordinance:

M. Milanowski reported that she continues to work on possible revisions to this ordinance. She is now recommending adoption of a state approved, WCA model records retention ordinance, describing it as superior to the county's current ordinance. The departments are being polled for their responses.

Corporation Counsel report:

M. Milanowski reported on her department's February 2012 activities and workloads. Animal control issues are increasing. A petition to form a lake district is pending. She also presented her department's 2011 annual report for approval and forwarding to the County Board. **Motion by R. De Bruyne, 2nd by J. Behling to accept the Corporation Counsel 2011 annual report and to forward same to County Board for their acceptance. All voted aye. Carried.** Monthly vouchers were presented for approval. **Motion by R. De Bruyne, 2nd by J. Behling to approve Corporation Counsel bills. All voted aye. Carried.** No travel requests were presented.

Judicial update:

Nothing presented.

Legislative update:

J. Behling updated the committee on pending state legislation that would adversely affect the County's ability to inspect and regulate lodging establishments.

Letters and Communications:

Nothing presented.

Future meeting date:

The next regular meeting will be held at 8:30 A.M. on Monday, April 9, 2012.

Adjournment: S. Hjemvick adjourned the meeting at 10:50 A.M.

Respectfully submitted by:
David R. Alleman
Vilas County Clerk.

Minutes reflect the recorder's notations and are subject to approval by the appropriate board or committee.