

## RULES & REGULATIONS COMMITTEE MINUTES

COMMITTEE: RULES & REGULATIONS

DATE: TUESDAY, JANUARY 7, 2020

TIME: 3:30 P.M.

PLACE: COUNTY BOARD ROOM

### CALL TO ORDER

Chairman Bunda called the meeting to order at 3:42 p.m. and read the agenda.

### ROLL CALL

Members Present: Bunda, Campbell, Dehart, Goode, Gretzinger, Laabs & Matuszewski

Absent:

Others present: Erin Mayer, Jason Theune, Steve Kircher & Tom Tallier

### APPROVE AGENDA

Motion by Gretzinger to approve the agenda, second by Campbell. All present voting AYE.

Motion carried.

### APPROVE MINUTES FROM THE DECEMBER 3, 2019 MEETING

Motion by Goode to approve the minutes from the Rules & Regulations, December 3, 2019 meeting, second by Campbell. All present voting AYE. Motion carried.

### PUBLIC COMMENT ON AGENDA ITEMS

None

### DISCUSSION AND POSSIBLE ACTION ON A FOREST COUNTY PURCHASING POLICY

Suggested changes include adding page numbers. Changing "The competitive bidding procedure outlined herein shall be used for any contract for public work with an estimated cost of \$25,000..." to "The competitive bidding procedure outlined herein shall be used for any contract for public work with an estimated cost in excess of \$25,000..." under section III.

PROCEDURE FOR PURCHASING PUBLIC WORKS PROJECTS on page 3.

Changing "Bid Opening: Once the bid deadline has passed, the oversight committee or its designee may open and tabulate the bids." to "Bid Opening: Once the bid deadline has passed, the oversight committee or its designee shall open and tabulate the bids." under section III.

PROCEDURE FOR PURCHASING PUBLIC WORKS PROJECTS on page 4.

There was discussion about the definition of "Competitive bidding is not required to purchase machinery or equipment" under section IV. EXCEPTIONS TO COMPETITIVE BIDDING on page 4.

Motion by Laabs to send Purchasing Policy to full County Board for discussion, second by Goode.

DISCUSSION AND POSSIBLE ACTION ON LAND CONSERVATION COMMITTEE UPDATES AND POSSIBLE RESOLUTION FOR FEBRUARY COUNTY BOARD FOR DISCUSSION

Kircher, County Conservationist-Land Information/GIS Director was present. There was discussion on what should all be included in the Land Conservation Committee. Land Conservation Committee will need to update and bring back to the Rules & Regulations Committee.

DISCUSSION AND POSSIBLE ACTION ON THE EMERGENCY MANAGEMENT COMMITTEE AND POSSIBLE RESOLUTION FOR THE FEBRUARY COUNTY BOARD FOR DISCUSSION

Theune brought in suggested changes, "Emergency Government/911 Committee – This committee shall consist of three (3) members. This committee shall perform the duties as provided for in Wis. Stats. Chapter 323.14. Further, this committee shall perform such duties as has been or may hereafter be provided for by appropriate resolution or enactment of the County Board." Tallier brought up discussion about the towers. Where do the towers fit in? Should Emergency Management and 911 Committees be combined? Motion by Dehart to table, second by Goode.

DISCUSSION AND POSSIBLE ACTION ON THE FORESTRY COMMITTEE UPDATES AND POSSIBLE RESOLUTION FOR THE FEBRUARY COUNTY BOARD FOR DISCUSSION

No changes. Motion by Campbell to send to County Board as is for discussion, second by Dehart.

POSSIBLE FUTURE AGENDA ITEMS

- Purchasing Policy
- Personnel Committee
- Social Services Committee

NEXT MEETING DATE

February 4, 2020 at 4:30 p.m. in the County Board Room.

ADJOURNMENT

Motion by Laabs to adjourn, second by Matuszewski. All present voting AYE. Motion carried. Meeting adjourned at 4:38 p.m.