



**AD-HOC TASK FORCE ON THE WRITTEN RULES OF THE 2024-2026 WINNEBAGO COUNTY
BOARD OF SUPERVISORS MEETING MINUTES
THURSDAY, SEPTEMBER 26, 2024**

A. Call to Order

Chairman Conley Hanson called the meeting to order at 4:30 p.m. from the David W. Albrecht Administration Building at 112 Otter Avenue.

Members Present: 7 – Chairman Conley Hanson, Supervisor Tom Swan, Supervisor Ralph Harrison, Supervisor Karen Powers, Supervisor Morris Cox, Supervisor Rachael Dowling, and Supervisor Billy Halbur.

Also Present at the Meeting:

Julie Barthels, County Clerk

Chuck Farrey, County Board Vice-Chairman, District 30

Mary Anne Mueller, Corporation Counsel

Rhys Phillips, Public Policy Paralegal

B. Public Comments

Vice-Chairman Farrey commented on his research regarding the approval of this Task Force, the timeline and importance of reviewing the County Board Written Rules. He stated next year this Task Force will cease to exist and what they propose will affect the current board. That is the importance of Rule 3.8. Supervisor Cox proposed a recommendation to amend this rule. Supervisor Farrey voiced his support and encouraged the Task Force to support this amendment. Supervisor Cox voiced his concerns about Rule 3.8 and does not want to allow anyone to be able to change the current committee structure.

Supervisor Powers mentioned that some words, sentences, and paragraphs were discussed for too long at the previous meetings. Ms. Powers asked the members to limit their discussion time for a paragraph or less to 20 minutes and if they cannot move forward, she suggested putting the item being discussed aside. Supervisor Powers also suggested if an item takes more than 2 meetings, it should be taken to the full board and asked for their input.

C. Adopt Agenda

Motion by Supervisor Halbur, seconded by Supervisor Swan, to adopt the agenda for tonight's meeting. CARRIED BY VOICE VOTE.

D. Approval of Minutes

Chairman Hanson suggested holding the approval of the minutes from the last two meetings. Motion by Supervisor Swan, seconded by Supervisor Dowling, to postpone the approval of minutes from August 26, 2024, and September 10, 2024, until the next meeting. CARRIED BY VOICE VOTE.

E. Comments from the Chair

Chairman Hanson hoped to make some great progress at this meeting. He appreciated Supervisor Powers earlier comments regarding the timing of items being discussed. Chairman Hanson is looking at scheduling one meeting in October, and two for November.

F. Business Items

1. Discussion/Action: County Board Rules Section 3

There were no additional items in Section 3 that members wanted to discuss. Chairman Hanson moved onto the next agenda item.

2. Discussion to amend Rule 3.4

Supervisor Swan recapped where the Task Force was regarding Rule 3.4.

Corporation Counsel recited state statutes regarding the selection of Committee on Committees.

Motion by Supervisor Swan, seconded by Supervisor Halbur, to write an amendment to Rule 3.4.

Chairman Hanson moved for a 5-minute recess at 4:49 p.m.

Chairman Hanson called the meeting back to order at 4:53 p.m.

Motion by Supervisor Swan, seconded by Supervisor Halbur, to compose an amendment to Rule 3.4 that reads: "The Board shall nominate 10 Supervisors for Committee on Committees, representing a cross-section of Winnebago County, to be presented to advise the Chair in selection of committee members. The board shall then vote to Confirm the 10 Supervisors Nominated".

Rule 3.45: The Board Chair shall appoint a Committee On Committees to advise the Chair in selection of Committee members. The Committee on Committees shall consist of five (5) Board members, selected from the confirmed ten (10), to include the Chair and four additional members representing a cross-section of the County. The Committee on Committees shall, when making recommendations for committee assignments, make every effort to distribute committee assignments between supervisors, keeping in mind varying levels of responsibility and time commitment related to various committee assignments. The Board shall then vote to Confirm Committee members.

Discussion was held regarding the choosing of the 10 supervisors, keeping the rules the same and defining what a cross-section is.

Motion by Supervisor Swan, seconded by Supervisor Powers, to withdraw Rule 3.4 and 3.45. CARRIED BY VOICE VOTE.

Motion by Supervisor Halbur, seconded by Supervisor Powers to discuss edits to 3.4 and the addition of the 3.45 at the next meeting. CARRIED BY VOICE VOTE.

3. Discussion/Vote on Rule 3.8

Motion by Supervisor Cox, seconded by Supervisor Powers, to make an amendment. On line 19, after the word emergency., remove "All Winnebago County Board of Supervisors' rule changes affecting committee structure shall be postponed to a later time and the Winnebago County Board of Supervisors shall adhere to the usually organizational majority voting requirement at said meeting(s)."

After further discussion.

Motion by Supervisor Dowling, seconded by Supervisor Powers, to make an amendment. On line 20, after the word time, put a period and strike "and the Winnebago County Board of Supervisors shall adhere to the usually organizational majority voting requirement at said meeting(s)." CARRIED BY VOICE VOTE. Naves: 1 - Cox.

Motion by Supervisor Cox, seconded by Supervisor Harrison, to make an amendment. On line 16, strike "two-thirds" and replace with "three-fourths".

Motion by Supervisor Halbur to call the question. CARRIED BY VOICE VOTE. Naves: 1 - Cox. MOTION CARRIED. 6-1.

Vote on amendment. Ayes: 2 - Cox and Harrison; Naves: 5 - Dowling, Halbur, Powers, Swan and Hanson. MOTION FAILED

4. Review and Discussion/Action: Winnebago County Board of Supervisors Rules, Section 9 Definitions *Compose definition Most Natural Break

Motion by Supervisor Swan to move agenda item no. 5, Review and Discussion/Action: Sections 4-6 ahead of agenda item no. 4, Section 9. This could not take place as the Task Force had already adopted the agenda at the beginning of the meeting.

Motion by Chairman Hanson to change Rule 9.9. After a little discussion, Chairman Hanson pulled Rules 9.9 and 9.10 and postponed these items for discussion at the next meeting.

Motion by Supervisor Dowling, seconded by Supervisor Powers to revise section 9.11 to state: "9.11 Recess: A recess is a brief intermission during a meeting of the Winnebago County Board of Supervisors, Committees, Commissions, Boards, and/or Task Forces that temporarily suspends proceedings without concluding the meeting or disrupting its continuity as a single gathering. Upon resumption, proceedings continue from the point where they were interrupted." CARRIED BY VOICE VOTE. 7-0.

Motion by Supervisor Dowling, seconded by Supervisor Powers to add Section 9.16 as stated, "9.16 Suitable Location: A Winnebago County venue capable of accommodating the County Board of Supervisors, which consists of 36 members, along with supporting staff and members of the public attending the meeting. This includes adequate space for seating, accessibility features, technical infrastructure for presentations or recordings, and facilities for public participation and comfort. See Rule 22.1 of the County Board rules." CARRIED BY VOICE VOTE. 7-0.

Motion by Supervisor Dowling, seconded by Supervisor Powers to add Section 9.17 as stated, "9.17 Orientation Meeting: A meeting held every two years following the election of a new county board. See Section 2.0 for an outline of the contents of this meeting." CARRIED BY VOICE VOTE. 7-0.

Motion by Supervisor Dowling, seconded by Supervisor Halbur to add Section 9.18 as stated, "9.18 Organization Meeting: A meeting to be held in April of even-numbered years. See Section 3.0 for an outline of the contents of this meeting." CARRIED BY VOICE VOTE. 7-0.

Supervisor Swan would like to see a cross-section definition included. Supervisor Halbur will look into this matter.

5. Review and Discussion/Action: Sections 4-6

Motion by Supervisor Halbur, seconded by Supervisor Cox to postpone discussion of Sections 4-6 until the next meeting. CARRIED BY VOICE VOTE.

G. Set next two meeting dates and times

The next two meetings will take place on Thursday, October 24, 2024, at 4:30 p.m., and Thursday, November 14, 2024, at 4:30 p.m., in the Susan T. Ertmer Conference Room (Room 120) at the David W. Albrecht Administration Building.

H. Adjourn

Motion by Supervisor Cox, seconded by Supervisor Powers, to adjourn at 6:54 p.m. CARRIED BY VOICE VOTE.

*Submitted by:
Julie Barthels
Winnebago County Clerk*