



Winnebago County

The Wave of the Future

**AD-HOC TASK FORCE ON THE WRITTEN RULES OF THE 2024-2026 WINNEBAGO COUNTY
BOARD OF SUPERVISORS MEETING MINUTES
THURSDAY, MARCH 13, 2025**

A. Call to Order

The meeting was called to order by Chairman Hanson at 4:30 p.m. in the Susan T. Ertmer Conference room at 112 Otter Avenue, Oshkosh, WI.

Roll Call: Chairman Conley Hanson, Supervisor Ralph Harrison, Supervisor Morris Cox, Supervisor Karen Powers, Supervisor Rachael Dowling, and Supervisor Tom Swan.

Absent: Supervisor Billy Halbur

Also Present: County Board Chairman Tom Egan, County Board Vice-Chairman Chuck Farrey, Supervisor Frank Frassetto, Corporation Counsel Mary Anne Mueller, and County Clerk Julie Barthels.

B. Public Comments

- Chairman Hanson noted that he will be enforcing the 2-minute rule that is used at County Board meetings. He commented that the disrespect that has been shown to other task force members and to the chairman of the committee is unacceptable.*
- Supervisor Dowling, District 1, commented on the roles of the Chairman of the Task Force that they are not to limit discussion or to restrict speech, but to ensure that an orderly and productive meeting is held where all voices are heard. She urged committee members to consider the precedent these actions set and what it means for future dialogue and fair governance.*
- Vice-Chairman Farrey had two comments on resolutions submitted to the County Board. At the liberty of the chair, he asked if changes could still be submitted for those resolutions.*
- Supervisor Powers asked if Supervisor Dowling's items could be submitted to the Task Force because Supervisor Farrey's could be considered?*
- Supervisor Cox inquired as to where the rule changes for Section 22 are and why the resolution was not presented. Chairman Cox discussed Section 22 with Corporation Counsel and it was determined that this item could be discussed at this meeting.*

C. Adopt Agenda

Motion by Supervisor Swan, seconded by Supervisor Harrison to adopt the agenda as presented. Supervisor Dowling requested to amend the agenda to include the six items that she had presented. It was determined that the agenda would not be amended, it is the Chairman's discretion as to what is placed on the agenda.

Vote on Agenda as Presented: CARRIED BY VOICE VOTE. ABSTAIN 2 - Dowling and Powers. (4 - 0 - 2)

D. Approval of Minutes

1. Approval of February 6, 2025, Meeting Minutes

Motion by Supervisor Swan, seconded by Supervisor Harrison to approve the minutes for February 6, 2025. CARRIED BY VOICE VOTE. (6-0)

2. Approval of February 13, 2025, Meeting Minutes

Motion by Supervisor Swan, seconded by Supervisor Harrison to accept the minutes for February 13, 2025.

Supervisor Swan noted a discrepancy between the minutes and what was noted in the resolution for rule 18.7 that was presented. This discrepancy will be looked in to.

CARRIED BY VOICE VOTE. (6-0)

E. Comments from the Chair

1. Excused Members

No one asked to be excused.

2. Progress to date of the Ad-Hoc Task Force of the Rules of the Winnebago County Board of Supervisors by Chairman Conley Hansen.

Chairman Hanson noted that the decision not to include some items on the agenda was very hard, but the Chair has the right to set the agenda. Chairman Hanson will speak at the upcoming County Board Meeting during the Reports from Committees, Commissions and Boards portion of the meeting.

F. Business Items

1. Discussion/Action: Winnebago County Board of Supervisors Rules, Section 9, Definitions

- Rule 9.12 - Veto: The refusal of assent by the County Executive to a resolution or ordinance passed by the County Board.

Rule 9.12 - Chairman Hanson asked that an amendment be made to this resolution. He would like to add: "Refer to Wisconsin State Statute §59.17(6)" at the end of the definition. The new definition would read as follows:

VETO: The formal power exercised by the County Executive to reject, in whole or in part, a resolution or ordinance passed by the County Board. This action prevents the resolution or ordinance from becoming effective unless the County Board overrides the veto, requiring a two-thirds majority vote. Refer to Wisconsin State Statute §59.17(6).

Supervisor Dowling formally accepted the offer of the amendment to her revision. Vote to advance this definition as amended: CARRIED BY VOICE VOTE. 6-0

2. Discussion/Action: County Board Rules Section 22 - Committee Meetings

- Rule 22.51 For purpose of transcribing minutes as well as agenda 'preparation'. A designated person shall be assigned to the committees of 'jurisdiction' to plan and setup agendas, transcribe meeting minutes, organize filing of 'agendas and minutes' and gather materials for Packet preparation.

Chairman Hanson noted that there was a concern regarding Section 22, that it falls under Committee Structures. Chairman Hanson discussed this with Corporation Counsel and determined that the committee structure was not being changed. Corporation Counsel noted that there was a specific line in the original resolution stating that the task force shall not discuss any rules regarding committee structure. This section of the rules is labeled Committee Meetings.

- Rule 22.35 - Motion by Supervisor Cox, seconded by Supervisor Swan to amend Rule 22.35 to read as follows: For an item to be included on the agenda, it must be presented to the Committee, Commission, Consortium, or other Chair no later than noon of the week prior to the calendar meeting. Chairman Hanson asked for an amendment that was requested by several supervisors to include: "noon 7 calendar days prior to the meeting". CARRIED BY VOICE VOTE. 6-0. This item will advance to resolution form.
- Rule 22.1 - Supervisor Dowling would like to see "Consortium" added to this rule. After discussion, she withdrew her amendment.
- Rule 22.50 - No discussion was held on this rule. This rule will be advanced as currently written in the resolution.
- Rule 22.51 - Supervisor Cox presented a new rule that reads as follows: For the purpose of transcribing minutes as well as agenda 'preparation', a designated person shall be assigned to the committees of 'jurisdiction' to plan and set up agendas, transcribe meeting minutes, organize filing of 'agendas and minutes' and gather materials for packet preparation." Supervisor Cox explained his reasoning for adding this rule. Corporation Counsel Mueller recited "Statute 59.23(2): Duties of the Clerk: shall act as clerk of the board at all the board's regular, special, limited term, and standing committee meetings under the direction of the County Board chairperson or committee chairperson. Create the agenda for board meetings, keep and record true minutes of all the proceedings of the board in a format chosen by the clerk, including all committee meetings."

There are committees and boards that have their own people that do the agendas and minutes. It was noted that minutes are not a transcription, they should include motions, seconds, amendments and votes. Discussion was held regarding who is responsible for taking minutes at meetings.

Motion by Cox, seconded by Swan, to postpone to March 27, 2025. CARRIED BY VOICE VOTE.

3. Pending other possible introductions from Task Force Members

Motion by Supervisor Farrey, seconded by Chairman Hanson to amend Section 0.0 - Lines 79 & 81 of the resolution.

- *Line 79 - Supervisor Farrey requested to have "unless excused by illness" added at the end of line 79. Chairman Hanson asked to amend Supervisor Farrey's amendment by changing the wording to "unless excused". Supervisor Farrey agreed with the amendment. Vote with Amended Language: Carried by Voice Vote. 6-0*
- *Line 81 - Motion by Supervisor Farrey, seconded by Supervisor Swan to amend line 81 to say "unless excused" at the end of the sentence. The word "held" will be stricken from the end of the sentence and "unless excused" will be added after "meetings". Vote: CARRIED BY VOICE VOTE. 6-0. This item will be advanced in resolution form.*

Supervisor Cox brought forward Rule 0.6 regarding the removal process for county board supervisors. Motion by Supervisor Cox, seconded by Supervisor Swan to amend Lines 70 & 72 by changing "a simple majority vote" to "a two-thirds" vote.

- *Line 70 - To change from a simple majority to a two-thirds vote. Vote: AYES: 2 - Cox & Swan; NAYS: 4 - Powers, Dowling, Hanson, & Harrison. FAILED.*
- *Line 72 - To change from a simple majority to a two-thirds vote. Vote: AYES: 4; NAYS: 2 - Hanson and Dowling. This will be amended and move forward into resolution form.*

Supervisor Farrey requested to discuss and amend Section 5 of the rules.

- *Line 35 & 36 - Motion by Supervisor Farrey, seconded by Supervisor Hanson to amend Line 35 by deleting "(or Vice Chair)". Discussion ensued regarding whether the Chairman needed to leave his seat and go to the podium. Supervisor Dowling noted that she was interrupted during her last speaking time, so she wanted to finish her thoughts. Vote on Amendment: AYES: 5; NAYS: 1 - Dowling. This amendment will move forward into the resolution form.*

Motion by Supervisor Dowling to postpone the revised 3.0 until the task force has received copies of the communication from other Supervisors regarding this rule. This motion dies for lack of a second.

- *Rule 3.3 - This rule is regarding the Organization Meeting. The reason for changing this rule is to add that the Chair and Vice-Chair candidates should be allowed time to introduce themselves, and speak to the County Board before being voted in. Motion by Supervisor Dowling, seconded by Supervisor Harrison to accept the changes as presented. Revision to Rule 3.3: A quorum being present, the Board shall proceed to the election of the Chair and Vice Chair. Each candidate will be granted 3 minutes to introduce themselves and their experience. Election of the Chair and Vice-Chair shall be by a majority vote of those members present. Should no supervisor gain a majority vote of those members present for either position, the lowest vote-getter shall be deleted from each subsequent ballot until only two candidates for the position remain on the ballot. In the event of a tie vote, each candidate will be given a brief 2-minute statement in support of their candidacy.*

Motion by Supervisor Harrison, seconded by Supervisor Swan to amend the rule to strike the last line.

Vote to strike last line: AYES: 2 - Harrison and Swan: NAYS: 3 - Dowling, Hanson & Powers; ABSTAIN: 1 - Cox. The rule will stay as amended.

Vote to move forward: AYES: 5: ABSTAIN: 1 - Cox. This amendment will move forward into resolution form.

The task force discussed changes and concerns that were brought forward regarding the rule changes by other Supervisors.

4. Feedback from other County Board Supervisors

Items for the next agenda: Creating Rule 6.8 regarding conduct at county board meetings.

Other items that were presented to Chairman Hanson by County Board Supervisors.

G. Next Meeting Date

The next meeting of the Ad-Hoc Task Force will be held on March 27, 2025 at 4:30 p.m. at the Susan T. Ertmer Conference Room, 112 Otter Avenue, Oshkosh.

H. Adjourn

Motion by Supervisor Dowling, seconded by Supervisor Powers to adjourn. CARRIED by VOICE VOTE.

The meeting was adjourned at 7:17 p.m.