

AMENDMENT NO. 117 ORDINANCE NO. 179

CHAPTER 2 THE GOVERNING BODY

BE IT ORDAINED BY THE COUNTY BOARD OF SUPERVISORS OF PEPIN COUNTY:

Section 1. Authority and Purpose. This ordinance is enacted under authority of Chapter 59 Wis. Statutes.

Section 2. That the Code of Ordinances of the County of Pepin be amended as follows:

2.04 COMMITTEES. (Ord. No. 179, Am. #108, 03-16-16, Am #115, 05-16-18, Am# 117, 03-20-19

(5) STANDING COMMITTEES:

(c) The following shall be the standing committees of the County Board and shall be composed as follows with duties as listed:

(2) Land Conservation, Planning & ~~UW Extension~~ /**Extension Pepin County**: Four members of the County Board, and one designated member of the Farm Service Agency (FSA) Committee. The FSA member shall also participate and vote on ~~U.W. Extension~~ **Extension Pepin County** matters. This Committee shall:

(c) According to Sect.59.56 (3) Wis. Stats., administer the County Extension programs jointly with the ~~UW Extension~~ **Extension Pepin County** Area Extension Director in the following areas:

(4) Administrative: A minimum of five members of the County Board, one of whom is the County Board Chairperson and the other members shall each be the chairperson of the following standing committees: Highway, Land Conservation, Planning & ~~UW Extension~~ /**Extension Pepin County**, Human Services, Law Enforcement, and the Board of Health. In the absent of a Committee chairperson at an Administrative Committee meeting, the Vice Chair is the only Supervisor that may attend as an alternate at the meeting as a voting Committee member is available. This Committee shall:

~~(7) Loan Review. The members of the Administrative Committee, the Finance Director, the Revolving Loan Fund Administrator, a member of the local banking community, and a local business law attorney. The Chairperson of the Administrative Committee shall be the chairperson of the Loan Review Committee. This Committee shall:~~

~~(a) Review, select and recommend loan applications to the County Board for final approval.~~

~~(b) Make policy recommendations for the administration of the revolving loan program.~~

(7) CONDUCT OF BUSINESS: Conduct of committee business shall be as follows:

(a) Meetings:

(1) Within 30 days after the organizational meeting, all standing committees shall meet and elect one of its members as chairperson and one as vice-chairperson by majority vote of all committee members. Minutes shall be kept of all committee meetings by the County Clerk or a person designated by the County Clerk. These minutes shall be the responsibility

of the County Clerk and become part of the permanent record of the County Board. A copy of all committee-meeting minutes shall be made available all supervisors.

(2) All committee meetings shall be scheduled in advance by entering the date and time upon the calendar outside the County Board room.

(3) The County Clerk shall be given a written notice of committee meetings, post notices in designated areas and shall give such written notice to the official County newspaper stating time and place.

(4) At the Committee meetings, the use of remote participation is permissible due to illness, disability, emergency or geographic distance subject to the following:

- (a) All meetings are conducted in accordance with the Open Meetings Law.
- (b) A majority of members must be physically present to constitute a quorum for the transaction of business of a Committee meeting.
- (c) Approval of the attendance by remote participation must be preapproved by the Committee Chairperson at least twenty-four (24) hours in advance of the meeting unless such advanced notice is impracticable. After approval, the county clerk will be informed to facilitate the process.
- (d) At the start of any meeting which a member will participate remotely, the Chairperson or person chairing the meeting must announce the name and member who is participating remotely.
- (e) The meeting must be chaired by a person who is physically present.
- (f) All Committee members who attend a meeting through remote participation shall be entitled to vote as if they were personally and physically present at the meeting, but their vote shall be recorded as done by electronic attendance.
- (g) All votes taken during a meeting in which a member participates remotely must be by roll call vote.
- (h) Any member wishing to participate electronically is responsible to provide their own equipment for remote access that is compatible with the County's communication system. Testing of equipment should be done prior to participation at any meeting.

Acceptable means of remote participation include telephone, internet, or satellite enabled audio or video conferencing, or any other technology that enables the remote participant and all persons present at the meeting location to be clearly audible to one another. Texts messaging, instant messaging, email and web chat without audio are not acceptable methods of remote participation.

- (i) Members who participate remotely and all persons present at the meeting location must be clearly audible to each other and must be connected at least 5 minutes prior to the start time of any meeting.

- (j) If technical difficulties arise as a result of utilizing remote participation, the Chairperson or in the chairperson's absence, the person chairing the meeting, may decide how to address the situation. Whenever possible, the Chairperson or person chairing the meeting is to suspend discussion while reasonable efforts are made to correct any problem that interferes with a remote participant's ability to hear or be heard clearly by all persons present at the meeting. If a remote participant is disconnected from the meeting, the minutes must note that fact and the time of which the disconnection occurred.
- (k) Members who attend remotely shall be paid one-half of the per diem meeting compensation and shall indicate on their reimbursement request that their attendance was done remotely. Members attending remotely are not entitled to receive any mileage.

Section 3. Effective Date. This amendment shall take effect March 28, 2019.

ADOPTED: March 20, 2019

RECOMMENDED BY THE PEPIN COUNTY ADMINISTRATIVE COMMITTEE:

/s/ Steven L. Anderson
Committee Chair

COMMITTEE MEMBERS VOTE
4 0 1 0
 In Favor Oppose Absent Abstain

COUNTY BOARD ACTION:

 X ADOPTED

 DEFEATED

 TABLED

by the Pepin County Board of Supervisors on this 20th day of March 2019

In favor - 11 Oppose - 0 Absent - 1 Abstain - 0

/s/ Audrey Bauer
County Clerk

/s/ Steven L. Anderson
County Board Chair