

**Rock County Agriculture & Extension Education Committee**  
**Wednesday, March 9, 2016 – 7:00 p.m.**  
**2<sup>nd</sup> Floor Courthouse Conference Room**  
**Rock County Courthouse**  
**Janesville WI**

**Unapproved Minutes**

**Committee Members Present:** Supervisor Bostwick, Supervisor Wiedenfeld, Supervisor Davis, Supervisor Sweeney

**Committee Members Absent:** Supervisor Owens

**Staff Members Present:** Donna Duerst, Nick Baker, Sheila DeForest, Randy Thompson

**Guests:** Seniors from Beloit Memorial High School: Alexandria Guzman, Antonio Salas; Supervisor Wiedenfeld's Guest: Gene Wendt

1. Call to Order  
Meeting was called to order at 7:00 p.m.
2. Approval of Agenda  
Motion by Supervisor Sweeney, Second by Supervisor Davis; Motion Carried
3. Approval of February 10, 2016, Meeting Minutes  
Motion by Supervisor Wiedenfeld, Second by Supervisor Sweeney; No changes; Motion Carried.
4. Citizen Participation, Information and Announcements  
Students from Beloit Memorial High School introduced themselves.
5. Educator Report: Sheila DeForest, WNEP Program Coordinator  
Shared Federal budget allocations for SNAP-ED & her proposal for FY17; in addition to the proposed changes, needs to come up with an additional \$7,000 reduction. Hopefully there will not be any layoffs for FY17. Working with Youth Services Center and Aramark to provide healthier meals.
6. 4-H Fairgrounds Maintenance and Contracts
  - a. **Fair Board Report**  
The Fair Board is looking at a variety of ways to reduce costs. Thompson shared 2016-17 Fairgrounds Mutual Working Agreement; added #17 re: sale of alcoholic beverages is prohibited for the term of the contract.

b. **Approval of Fairground Rental Contracts:** - See Attached Motion by Supervisor Sweeney, Second by Supervisor Wiedenfeld; Motion carried.

7. Discussion and Possible Action regarding Fairgrounds Manager and Maintenance Positions

Steve Doll, Fairgrounds Maintenance, has resigned effective 4/29/16; Randy Thompson will leave the Manager position at the same time; suggests combining the 2 positions. Meetings have been held with Administration regarding options for filling the position(s). Thompson provided fairground staffing financial information. Could increase pay if don't have to pay Manpower; other options were discussed.

Decisions to be made:

- Position Description
- Hiring
- Oversight

Supervisor Sweeney recommended making a proposal to the Fair Board. Employee (combined position) would be supervised by the Fair Board; would report to the A&E Committee; UW-Extension would oversee County Contract/Bidding processes; expectations and lines of accountability would need to be clearly defined in an MOU.

Question: Who would do the hiring process? Fair Board would take the lead and work with A&E Committee to do the hiring; it is important to work together. Committee will support making a proposal to the Fair Board after running it by Administration.

Supervisor Sweeney moved to propose a package that includes \$50,000 for Fairground Manager & Maintenance position with a caveat that an MOU is developed between the Fair Board and Rock County that spells out the requirements of the new position to report to UW-Extension Staff & A&E Committee on contracts, budgeting, capital improvement plan and other maintenance issues. Second by Supervisor Bostwick; Motion Carried.

Supervisor Bostwick & Supervisor Sweeney will attend the next Fair Board Meeting.

8. Approval of Extension/Bills/Transfers/Encumbrances

Motion by Supervisor Sweeney, Second by Supervisor Davis; Motion Carried.

9. Recommendations for Drainage Board  
Baker presented the choices which were presented at the February meeting: Jim Reilly, Sean Crull, Stanley Vielhuber, William Krebs, Dennis Everhart, and Matthew Everhart. Three members are needed. Supervisor Sweeney moved to recommend Vielhuber, Crull & Krebs, Second by Supervisor Bostwick; Motion Carried
10. Discussion and Possible Action regarding proposed restructuring of UW-Extension  
The County Administrators of Rock, Walworth and Jefferson met to discuss their next steps; eventually will involve the A&E Committee Members and Extension staff.
11. **Discussion and Possible Action regarding MOU with Rock County 4-H Leaders Council**  
Donna Duerst discussed the idea to amend the MOU to make the percentage paid by the Leader's Council more flexible. She will bring an amended MOU to next meeting for approval.
12. Department Update: WACEC State Conference, June 20-21 in Wausau  
Will distribute registration information when it arrives.
13. Comments from the Committee  
None
14. Adjourn  
Motion by Supervisor Sweeney; Second by Supervisor Davis  
Meeting Adjourned at 9:25 p.m.

Minutes taken by Donna Duerst  
Transcribed by Sheila JaDoul

Minutes are not official until approved at 4/13/16 A&E Committee Meeting