

Be sure the committee observes the 80/20 rule and spends most of its time articulating standards and measurements for the five or six duties that the county administrator must (absolutely must) Meet Standards.

That may require using the most recent evaluations done by board members and department heads. Department heads in particular raised several concerns and though I have struggled I have been unable to figure out a series of measurements we can use to ascertain that the standards are met.

- This is a process not a destination and is never complete. I'd expect to modify both the goals and measurements (review at least quarterly).
- I'd Group duties unique to the County Administrator. This will help county board members also. (I for one cannot look at this list and say for sure which duties would not exist if this were a county coordinator position.)
- Group other duties also: to public, to board, to elected officials, etc. (This may help in measuring performance as we may find one measure that relates to several duties).
- Twenty eight is a lot of duties. I don't know how the committee will be able to set the standard and select the measurement unless each committee member takes five or 6 to work on then comes together as a group to finalize.
- The administrator could be assigned to recommend standards and measurements for several that he in particular is best qualified to assess.
- Perhaps committee members could assign themselves the task of talking to county board members in other counties that have a county administrator to hear their experience. Perhaps get copies of their standards and particularly the measurement tools other counties use. (The 2013-14 Wisconsin County Officials Directory has their names and contact information (I counted 24 County Administrators in that book. In Dunn they use the title Manager in the Directory.) The "online" list I looked at showed several counties smaller than Iowa and several that employed an administrator with quite a few years in the same county
- Have we requested information from UWEXT's Local Government expert or seen what the WCA might have that would help?
- Again the 80/20 rule

ON A RELATED SUBJECT

Please think about a three level evaluation: "Meets Standards", "Exceeds Standards", "Does not Meet Standards". (I watched that work very well as our 15 member "ContinuUs (family care) board evaluated the director. Those three are the only answers to the question the board is being asked.

Jim Griffiths



State of Wisconsin



2013 Assembly Bill 613

Date of enactment: April 23, 2014

Date of publication*: April 24, 2014

2013 WISCONSIN ACT 373

AN ACT *to repeal* 59.23 (2) (j) and 59.23 (2) (k); *to amend* 5.62 (4) (b), 7.20 (1), 7.21 (2), 59.23 (1) (a), 59.23 (1) (b), 59.23 (1) (c), 59.23 (2) (a), 59.23 (2) (b), 59.23 (2) (c), 59.23 (2) (e), 59.23 (2) (f), 59.23 (2) (h), 59.23 (2) (m) 2., 59.23 (2) (n), 59.23 (2) (q), 59.23 (2) (r), 59.23 (2) (s) and 889.04; and *to create* 59.23 (2) (cm), 59.23 (2) (de), 59.23 (2) (dg), 59.23 (2) (di), 59.23 (2) (i) and 59.23 (2) (nm) of the statutes; **relating to:** modifying the duties of a county clerk; the counties in which a board of election commissioners is required; and staffing of a board of election commissioners in populous counties.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 5.62 (4) (b) of the statutes is amended to read:

5.62 (4) (b) The county board of election commissioners in counties having a population of more than ~~500,000~~ 750,000 shall prepare the official primary ballot. The commissioners shall arrange the names of all candidates for each office whose nomination papers are filed at the county level, using the same method as that used by the government accountability board under s. 5.60 (1) (b).

SECTION 2. 7.20 (1) of the statutes is amended to read:

7.20 (1) A municipal board of election commissioners ~~and a county board of election commissioners~~ shall be established in every city ~~and county~~ over 500,000 population. A county board of election commissioners shall be established in every county over 750,000 population.

SECTION 3. 7.21 (2) of the statutes is amended to read:

7.21 (2) The county clerk shall serve as executive director of the county board of election commissioners

~~may hire an executive director who. The clerk shall perform whatever duties the board of election commissioners assigns to him or her. The county board shall determine the salary of that executive director. Appointment and removal of that executive director shall be subject to civil service standards.~~ An executive director of the city board of election commissioners shall be appointed under s. 62.51.

SECTION 4. 59.23 (1) (a) of the statutes is amended to read:

59.23 (1) (a) Every clerk shall appoint in writing one or more deputies and file the appointment in the clerk's office. The deputy or deputies shall aid in the performance of the duties of the clerk under the clerk's direction, and in case of the absence or disability of the clerk or of a vacancy in the clerk's office, unless another is appointed therefor as provided in par. (c), shall perform all of the duties of the clerk during the absence or until the vacancy is filled. The board may, at any meeting its annual meeting or at any special meeting, provide a salary for the deputy or deputies.

SECTION 5. 59.23 (1) (b) of the statutes is amended to read:

* Section 991.11, WISCONSIN STATUTES: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication."

59.23 (2) (i) *Chief election officer, election duties.* As the chief election officer of the county, perform all duties that are imposed on the clerk in relation to the preparation and distribution of ballots and the canvass and return of votes at general, judicial, and special elections.

SECTION 21. 59.23 (2) (j) of the statutes is repealed.

SECTION 22. 59.23 (2) (k) of the statutes is repealed.

SECTION 23. 59.23 (2) (m) 2. of the statutes is amended to read:

59.23 (2) (m) 2. Except as otherwise provided, receive and file the official oaths and bonds of all county officers and upon request shall certify under the clerk's signature and seal the official capacity and authority of any county officer so filing and charge ~~therefor~~ the statutory fee. Upon the commencement of each term every clerk shall file the clerk's signature and the impression of the clerk's official seal in the office of the secretary of state.

SECTION 24. 59.23 (2) (n) of the statutes is amended to read:

59.23 (2) (n) ~~Taxes; election duties.~~ Perform all duties that are imposed on the clerk in relation to the assessment and collection of taxes, ~~and to the preparation and distribution of ballots and the canvass and return of votes at general, judicial and special elections.~~

SECTION 25. 59.23 (2) (nm) of the statutes is created to read:

59.23 (2) (nm) *Timber harvest notices.* Provide notice to a town chairperson regarding the harvesting of raw forest products, as described in s. 26.03 (1m) (a) 2.

SECTION 26. 59.23 (2) (q) of the statutes is amended to read:

59.23 (2) (q) *County highway commissioner; notify of election.* ~~Except in counties having a population of 150,000 or more, notify~~ Notify a county commissioner of highways of the commissioner's election within 10 days thereafter.

SECTION 27. 59.23 (2) (r) of the statutes is amended to read:

59.23 (2) (r) *County tax for road and bridge fund.* ~~Except in counties having a population of 150,000 or more, notify~~ Notify the proper town officers of the levy and rate of any tax for the county road and bridge fund.

SECTION 28. 59.23 (2) (s) of the statutes is amended to read:

59.23 (2) (s) *List of ~~municipal officers~~ local officials.* Annually, on the first Tuesday of June, transmit to the secretary of state a ~~typewritten or printed~~ list showing the name, phone number, electronic mail address, and post-office address of local officials, including the chairperson, mayor, president, clerk, treasurer, council and board members, and assessor of each municipality, and of the elective or appointive officials of any other local governmental unit, as defined in s. 66.0135 (1) (c), that is located wholly or partly within the county. Such lists shall be placed on file for the information of the public. The clerk, secretary, or other administrative officer of a local governmental unit, as defined in s. 66.0137 (1) (ae), shall provide the county clerk the information he or she needs to complete the requirements of this paragraph.

SECTION 29. 889.04 of the statutes is amended to read:

889.04 County and municipal ordinances. Matter entered or recorded in any ordinance ~~or~~ record book, or other format authorized under ss. 59.23 (2) (b), 60.33 (1) and (2), 61.25 (3) and 62.09 (11) (c) or printed in any newspaper, book, pamphlet, or other form purporting to be so published, entered or recorded by any county, town, city or village in this state as a copy of its ordinance, bylaw, resolution or regulation, is prima facie evidence thereof; and after 3 years from the date of such publication, entry or recording such book or pamphlet shall be conclusive proof of the regularity of the adoption and publication of the ordinance, bylaw, resolution or regulation.