

ADMINISTRATIVE COMMITTEE MEETING
January 4, 2005

The meeting of the Administrative Committee was called to order by Chairman, Orrin Helmer at 5:30 PM on Tuesday, January 4, 2005 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Orrin Helmer
 Bernie Kasierski
 Dan Priske
 Gene Thom
 Mike Stoddard

Also Present: Marge Bostelmann, County Clerk
 Leone Seaman, ROD Office

AGENDA

Motion/second(Stoddard/Priske) to approve the agenda. Motion carried.

RESOLUTIONS/ORDINANCES

Bostelmann presented a request from Mark O'Connell to pass a resolution for two advisory referenda questions on the April 2005 election. One related to the cost/funding of state mandates relating to the court system and one relating to the cost/funding of state mandated human services.

Helmer explained the background of the request and stated that this resolution would be expensive and that the legislature will not act on it. Priske will be attending the January 10th WCA legislative meeting and will bring this up then, and report back on the reaction of other Counties.

Motion/second(Thom/Stoddard) to send the request to the Finance Committee to determine if passing this resolution will benefit the County. Motion carried.

REVIEW OF VACANT POSITIONS

County Clerk: Bostelmann told the Committee that Bev Roeder has given her notice of retirement. Her last day will be January 14th. Bostelmann would like to post the position. Bostelmann presented an updated job description for Committee review.

Register of Deeds: Leone Seaman explained to the Committee that Renee Schuler worked part time in the ROD office and was the successful post into the full time position in her office. She would now like to request approval to post the part time position. The part time job description did not need to be updated.

Helmer reviewed the ordinance relating to filling employment vacancies and had each question discussed and answered.

Motion/second(Thom/Stoddard) to approve sending the requests on to the Personnel Committee for review. Motion carried.

COMMITTEE DISCUSSION

Next Meeting: February 1st at 4:30.

ADJOURNMENT

Motion/second(Thom/Kasierski) to adjourn at 6:00 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk