

ADMINISTRATIVE COMMITTEE MEETING
February 2, 2009

The meeting of the Administrative Committee was called to order by Chairman, Orrin Helmer at 4:30 PM on Monday, February 2, 2009 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Orrin Helmer
 Dan Priske
 Gene Thom
 Gene Schroeder
 Mike Stoddard

Also Present: Marge Bostelmann, County Clerk
 John Selsing, Corporation Counsel
 Leone Seaman, Register of Deeds

AGENDA

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

MINUTES

Motion/second(Thom/Stoddard) to approve the minutes of November 3, 2009 as presented. Motion carried.

PUBLIC COMMENTS None

CORRESPONDENCE

Morris presented a letter from Frans Eliason stating that his taxes went up 44.7% in one year. Morris said that this is the worst year for individual taxes going up and down because of reassessments and taxes raised by municipalities. Discussion held.

REPORTS

Treasurer – Morris updated the committee on the tax collection. \$8, 33,766.52 has been collected for the 4 municipalities that Morris collects for. This is consistent with last year's percentages. Investments are still around 3% with the exception of one sales tax CD at the Markesan State Bank. Morris also presented the total sales tax figures for 2008 as well as the 2008 foreclosures throughout the state.

Morris also requested permission to attend the Spring conference, location yet to be determined, Summer conference in La Crosse on June 10-12, Fall Conference in Door County on October 14-16 and the WCCO Conference in Madison on March 2-4 and for the Real Property Lister to attend the RPL conferences. The Spring and Fall conference location are yet to be determined and the Fall assessor's meeting is in Fond du Lac in November.

Motion/second(Priske/Schroeder) to accept Morris's report and approve attending the meetings as requested.

Register of Deeds – Seaman stated that home sales are down but many people are refinancing. She presented a comparison of foreclosures over the last few years. Last year there were 106 foreclosures in Green Lake County, and in January this year there have been 11. Two hundred and thirty old books in the ROD office have been scanned. There are 30 larger books that still need to be scanned. Seaman asked for permission to attend her annual conferences in Madison on March 1-4, in La Crosse on June 10-12 and in Eau Claire on October 7-9. The ROD office will

be hosting a training by the State on how to fill out the Wisconsin Real Estate Transfer Return. **Motion/second(Thom/Stoddard)** to accept Seaman's report and approve attending the meetings as requested. Motion carried.

County Clerk – Bostelmann permission to attend the WCCO conference in Madison on March 2-4, the County Clerk's Annual Conference in Crawford County on June 22-24, the WCA Convention/WCCA meeting in La Crosse on September 13-15 and several district meetings. She also stated that she has been invited to attend a insurance conference with the GHT board member in Dallas from May 30 to June 4th. All expenses will be paid. She explained that her office has been working on the upcoming spring elections. A primary will be held on February 17th this year. She has also updated the memoranda of understanding with the local municipalities for election services.

Motion/second(Priske/Thom) to accept her report and approve her meetings and recommend approval for out of state travel to the County Board. Motion carried.

Corporation Counsel – Selsing reported that he has been working with Putzke on some employee issues. He has also reviewed contracts related to the building project. He is working with Child Support and trying to work with parents who have legitimately lost their job. Selsing has appointed Jim Pebbles to do terminations of parental rights in the future. Discussion was held on the high expense for TPRs in 2008. This involved two court trials which increased the costs substantially because of the time involved in preparing for the trials.

Motion/second(Stoddard/Thom) to accept the Corporation Counsel's report. Motion carried.

PURCHASE REQUESTS – None

CARRYOVER FUNDS

Bostelmann requested approval to carryover \$2000 for a copy machine.

Motion/second(Priske/Thom) to approve the carryover request and send it on to the Finance Committee. Motion carried.

CLOSED SESSION

Motion/second(Thom/Stoddard) to move into closed session per ss. 19.85(1)(c) employee evolutions and confer with legal counsel. Roll call vote, 5 ayes, 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Stoddard/Priske) to resume open session. Roll call vote

Motion/second(Schroeder/Stoddard) to accept the evaluation of Jean Reitz and the 6 month evaluation for Liz Otto. Motion carried.

RESOLUTION/ORDINANCES:

Relating to Supplemental Payment/Certified Public Expenditure Program for County Nursing Homes. Discussion was held.

Motion/second(Schroeder/Priske) to approve the Resolution and send it on to County Board. Motion carried.

COMMITTEE DISCUSSION

Update Long Range plans

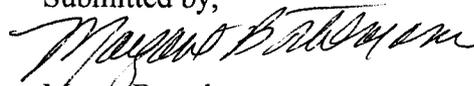
Priske stated that he is concerned with the bond rate. Dave Anderson from PFM will be at the next Finance Committee meeting to discuss the bond issue.

Next Meeting: Regular meeting on May 4th at 4:30.
Future Agenda Items:

ADJOURNMENT

Motion/second(Stoddard/Priske) to adjourn at 6:20 PM. Motion carried.

Submitted by,



Marge Bostelmann
County Clerk