

**ADMINISTRATIVE COMMITTEE MEETING**  
**June 2, 2008**

The meeting of the Administrative Committee was called to order by Chairman, Orrin Helmer at 4:00 PM on Monday, June 2, 2008 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  
                  Kathy Morris, Treasurer  
                  Kim Zills, UWEX

**AGENDA**

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

**MINUTES**

*Motion/second(Stoddard/Thom)* to approve the minutes of March 11, 2008. Motion carried.

**PUBLIC COMMENTS** None

**APPEARANCES** None

**150<sup>TH</sup> ANNIVERSARY OF GREEN LAKE COUNTY**

Kim Zills stated that she is looking for a recommendation for the 150<sup>th</sup> Anniversary items. Zills stated that she has looked into balloons at an average of .14/ piece for 1000 balloons and the helium is very expensive, \$40 for approximately enough for 50 balloons. This would target kids 8 years old or under. Zills has also been working with the Historical Societies of the county and presented a calendar for 2008 and 2009 on a page (8 ½ x 11) with a historical account of the county on the back side. Dan Priske was able to find a cost to laminate the calendar/history for \$150 for 1000 pieces. The calendar will also have the names of the current county board and the current elected officials. The county board will have their own space at the fair to give away these items. The hours will be from 5 pm to 8 pm on Thursday, Friday and Saturday and 1 to 3:30 pm on Sunday.

Helmer stated that the local state representatives, Luther Olsen and Joan Ballweg; Tom Petrie, Herb Kohl and Russ Feingold and Governor Doyle should be invited to the ceremony.

*Motion/second(Thom/Schroeder)* to appropriate \$500 for the keepsakes and invite the state, and federal elected officials. Motion carried.

**CORRESPONDENCE**

A letter from Dan Priske was presented from March 21<sup>st</sup> regarding Corporation counsel's need to document hours worked. Bostelmann explained the corporation counsel and his legal secretary are providing time sheets.

## **REPORTS**

Treasurer – Morris stated that she sent out 5082 reminders for second half taxes. She stated that over \$12 million is left to collect which is 33.29% of the roll compared with 32.86% in 2007. The tax deed letters have also been sent out. AB 77 was a law that was passed stating that the state school tax will now be paid to the County and the County will distribute the tax to the school. This will streamline that payment of taxes. Morris told the Committee that she graduated from CPM class in 2003 and she was recently asked if her project could be included in a booklet that the CPM is publishing.

Register of Deeds – Seaman stated that Hannah Lueneberg is filling it at the Highway Department on a limited term basis because of a retirement in the office staff. She stated that many people are coming in to do family research. Seaman is getting bids on having the old records books transferred on to CDs.

County Clerk – Bostelmann explained that the April 1<sup>st</sup> election went well. The County had over 45 ballot styles. Bostelmann reported that Bernhagen was off work on family medical leave during March, April and part of May. Pence and Wendt worked over 45 hours of overtime each during the absence. The overtime was required for the election work, county audit work and payroll processing. Things are back to normal now. Bostelmann also stated that time sheets have been implemented and it is working very well.

Corporation Counsel – Selsing has been working on streamlining the mental commitment process. Individuals are sent to a facility in Waupaca which has been a very good procedure for the County. Child support is going very smooth with the new administrator. Law Enforcement has been busy.

***Motion/second(Stoddard/Priske)*** to accept the Treasurer's report, the Register of Deed's report the County Clerk's report and the Corporation Counsel's report. Motion carried.

**PURCHASE REQUESTS:** None

## **RESOLUTIONS/ORDINANCES**

Relating to Appropriating Funds for 150<sup>th</sup> Sesquicentennial Commemorative Keepsakes:

***Motion/second(Schroeder/Thom)*** to approve the resolution with \$500 coming from the contingency fund and send it on to the June County Board meeting.

## **COMMITTEE DISCUSSION**

**Next Meeting:** August 4, 2008 at 4:00.

Future Agenda Items: 2008 Budgets

## **ADJOURNMENT**

***Motion/second(Stoddard/Thom)*** to adjourn at 5:10 PM. Motion carried.

Submitted by,



Marge Bostelmann  
County Clerk