

ADMINISTRATIVE COMMITTEE MEETING
May 2, 2011

The meeting of the Administrative Committee was called to order by Chairman, Dan Priske at 4:30 PM on Monday, May 2, 2011 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Dan Priske
Tom Traxler
Joanne Guden
Gene Henke
Gene Thom

Also Present: Marge Bostelmann, County Clerk
Kathy Morris, Treasurer
Leone Seaman, Register of Deeds
John Selsing, Corporation Counsel
Maureen Schweder, Supervisor
Al Shute, Director of Planning & Zoning

AGENDA

Motion/second(Thom/Guden) to approve agenda. Motion carried.

MINUTES

Motion/second(Guden/Traxler) to approve the minutes from February 2, 2010. Motion carried.

PUBLIC COMMENTS None

APPEARANCES – None

CORRESPONDENCE None

REPORTS

Treasurer – Morris reported on the sales tax received, and the debt payments made on April 1st. She also reported on the sales tax balance of \$2,262,702.77,

Register of Deeds – Seaman reported on the move and how much she and her staff like the new vault. She also reported that her office is working on the conversion of microfilm into computer images. After the conversion is complete and the product is received they will work with IT to bring the 113,040 images to the Fidler System.

County Clerk – Bostelmann explained that she was on site for the move, both Friday and Saturday April 8th and 9th. Prior to the move she identified all phone numbers and jacks so the phones would be working on the first day in the new building. She and Bernhagen have learned the new key access software for the new facility and have issued key card to employees. She has been trained on the new sound system in the Board room and Training room. Her department oversaw the April election and the recount of the Justice of the Supreme Court race. She went to 2 redistricting trainings and has learned the WISE-LR software and worked with the Redistricting Committee to produce a tentative supervisory district plan. The auditors were here for a week and

she has been working on the implementation of the Budget Repair Bill.

Corporation Counsel – Selsing stated that he attended a WCA conference on the Budget Repair Bill. He stated that there has been an increase in mental health commitments. He is also waiting for a ruling from the Supreme Court on the case he presented in March.

Motion/second(Henke/Guden) to accept the reports as presented. Motion carried.

DISCUSS AMENDING CODE OF GREEN LAKE COUNTY BOARD OF SUPERVISORS ON TIE VOTES

Discussion was held on the number of members on Committees. Highway and Law Enforcement has 4 members and votes will result in tie votes.

Motion/Second(Henke/Traxler) to amend the Rules and Regulations to the County Board stating that the alternate would sit in at a meeting to break a tie vote. Motion carried

Bostelmann will work with Selsing on the language.

VOLUNTARY UNPAID LEAVE

Bostelmann presented a request for 5 days unpaid leave from Vicki Bernhagen and 4 days unpaid leave from Liz Otto.

Motion/second(Thom/Guden) to approve the unpaid leave for Vicki Bernhagen and Liz Otto. Motion carried.

CORPORATION COUNSEL

- John Selsing – Green Lake County Legal Counsel: Selsing presented a document comparing a full time corporation counsel to two part time attorneys. He explained how the current budget relates to Waushara County's full time corporation counsel budget and presented a resolution to continue the position as it is.
- Joanne Guden – Pros & Cons of in-house Corporation Counsel Financial Comparison Efficiency: Guden presented information regarding pros and cons for in-house counsel. She wants to send all of this information to the County Board Supervisors to be discussed at the May County Board meeting. Budget comparisons were presented for 16 other counties, 8 of which were not in-house.

Priske presented a letter stating he is opposed to a 5 year contract for corporation counsel and believe Green lake County needs a full time in-house corporation counsel.

RESOLUTION/ORDINANCES

Corporation Counsel: The resolution from last month that was tabled was presented and a resolution prepared by John Selsing to maintain the present corporation counsel office and re-elect Selsing for an additional 5 year contract. Discussion was held.

Motion/Second(Traxler/Henke) to table the resolution. Motion carried

Discussion held: The presentations will be discussed more by this committee at a June 6th special

meeting and not sent to the County board for discussion in May. The meeting will begin at 4:30. The agenda will have a closed session to discuss employee evaluations.

PURCHASE REQUESTS

A purchase request was presented from the Treasurer for a safe. The Committee recommended the electronic safe.

Motion/Second(Thom/Traxler) to approve the purchase of the electronic safe from Staples for \$345.99. Motion carried

CLOSED SESSION – None

COMMITTEE DISCUSSION

Future Meeting Date: Next special meeting will be June 6th at 4:30 pm. Next regular meeting will be August 1, 2011 at 4:30 PM.

Future Agenda Items: June 6th – Corporation Counsel.

ADJOURNMENT

Motion/second(Guden/Traxler) to adjourn at 5:50 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk