

**Ad Hoc Committee – County Administrator
July 12, 2016**

The meeting of the Ad Hoc Committee – County Administrator was called to order by Chairman Harley Reabe at 6:00 PM on Tuesday, July 12, 2016, in the Green Lake County Board Committee Room, 571 County Road A, Green Lake, WI 54941. The requirements of the open meeting law were certified as being met.

Present: Harley Reabe, Chairman
Vicki Bernhagen
Joe Gonyo
Larry Jenkins
David Richter
Mike Starshak
Joy Waterbury

Absent:

Also Present: Marge Bostelmann, County Clerk/Administrative Coordinator
Dawn Klockow, Corporation Counsel
Sheriff Mark Podoll
Liz Otto, Secretary
Jay Dampier, UWEX Community Resource Agent

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE MINUTES OF 06/20/2016 MEETING

Motion/second (Richter/Bernhagen) to approve the minutes of the June 20, 2016 meeting. All ayes. Motion carried.

FINALIZE JOB DESCRIPTION

Discussion held on job description as presented. *Motion/second (Starshak/Waterbury)* to change wording on first bullet point from “Recommends” to “Provides input on”. Ayes – 6, Nays -1 (Richter). Motion carried. *Motion/second (Richter/Bernhagen)* to approve the job description and send to County Board for final approval. All ayes. Motion carried.

FINALIZE SALARY REQUIREMENTS

Motion/second (Richter/Bernhagen) to establish a salary range of \$95,000 to \$115,000 and send to County Board for final approval. Discussion held. Ayes – 6, Nays – 1 (Starshak). Motion carried.

RESOLUTION RELATING TO COUNTY ADMINISTRATOR JOB DESCRIPTION, SALARY RANGE AND AUTHORIZATION TO CONDUCT CANDIDATE SEARCH

Motion/second (Jenkins/Starshak) to approve and send a resolution to County Board Relating to County Administrator Job Description, Salary Range and Authorization to Conduct Candidate Search. All ayes. Motion carried.

ORDINANCE CREATING THE OFFICE OF COUNTY ADMINISTRATOR AND ABOLISHING THE OFFICE OF ADMINISTRATIVE COORDINATOR

Motion/second (Starshak/Bernhagen) to approve and send an ordinance to County Board Creating the Office of County Administrator and Abolishing the Office of Administrative Coordinator. Discussion held. All ayes. Motion carried.

COMMITTEE DISCUSSION

- **Future meeting dates:** Chairman Reabe stated this committee will be abolished if County Board approves all recommendations. Reabe thanked the members and all others involved for their time and contributions.
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chairman Reabe adjourned the meeting at 7:15 PM.

Submitted by,

Liz Otto
Deputy County Clerk