

ADMINISTRATIVE COMMITTEE

November 5, 2012

The meeting of the Administrative Committee was called to order by Chair Jack Meyers at 4:30 PM on November 5, 2012 in the Committee Room, Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Jack Meyers David Richter Joanne Guden
 Mike Stoddard Paul Schwandt Deb Schubert

Absent:

Also Present: Vicki Bernhagen, Deputy County Clerk
 Kathy Morris, Treasurer,
 Leone Seaman, Register of Deeds
 Dan Sondalle, Acting Corporation Counsel
 Sue Wendt, County Board Supervisor District #10
 Sarah Guenther, County employee

The Pledge of Allegiance was recited.

AGENDA

Motion/second (Schubert/Richter) to approve agenda. All Ayes. Motion carried.

MINUTES 7/24/12, 8/6/12 & 9/6/12

Motion/second (Guden/Stoddard) to approve minutes of 7/24/12, 8/6/12 & 9/6/12. All ayes. Motion carried.

PUBLIC COMMENTS – None

CORRESPONDENCE – None

REPORTS

- Treasurer Report: Morris reported that they are in the process of preparing the tax bills and tax roll cycle. On Nov 16, 2012 having a meeting with local clerks and treasurers and go over items and information pertinent to the tax cycle. Sales tax receipts have met or exceeded the projections of the Department of Revenue.

County took a tax deed to one property in the City of Berlin and the bid opening will be on Nov 29th. Still have one property on County Road C for sale as well and the Finance Committee lowered the minimum bid on that property. Other properties remain unpaid but I have been aggressively pursuing the owners at this time.

- Register of Deeds: Seaman asked if the committee had any questions on her report that was mailed to them in the packet.

Supervisor Guden thank Leone Seaman for all the years of service with the County.

- County Clerk: Bostelmann included her report in the packet and if you had any questions to please call her.
- Corporation Counsel: Sondalle reported that he has been busy with Zoning, Child Support, Emergency Detention cases, guardianships and protective placements. Also had the closing on the Gold Street property and everything went well.

Motion/Second (Guden/Schubert) to accept the reports from the Treasurer, Register of Deeds, County Clerk and Corporation Counsel. All ayes. Motion carried.

RESOLUTION/ORDINANCE

- Resolution 28-2012 Relating to Green Lake County Meal Reimbursements

Motion/Second (Stoddard/Guden) to approve Resolution 28-2012 Relating to Green Lake County Meal Reimbursement and forward on to County Board. All ayes. Motion carried.

- Ordinance 1036-2012 Amending Code of Green Lake County, Chapter 9 Board of Supervisors, Article III

Motion/Second (Schubert/Richter) to approve Ordinance 1036-2012 Amending Code of Green Lake County, Chapter 9 Board of Supervisors, Article III and forward on to County Board. All ayes. Motion carried.

APPROVE UNPAID LEAVES: None

PURCHASE REQUESTS: None

CLOSED SESSION

Motion/Second (Richter/Guden) To move into closed session per ss19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Corporation Counsel Selection and County Clerk Office Evaluations. Roll call vote, 5 ayes, 0 nays and 0 absent, motion carried.

RECONVENE TO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE ON MATTERS DISCUSSED IN CLOSED SESSION

Motion/Second (Schubert/Guden) to reconvene into open session. Roll call vote, 5 ayes, 0 nays, 0 absent, motion carried.

Motion/Second (Guden/Schwandt) to approve the evaluations of Vicki Bernhagen, Elizabeth Otto and Sara Radloff. All ayes. Motion carried.

COMMITTEE DISCUSSION

Future Meeting Date: to be announced later

Future Agenda Items for action & discussion:

ADJOURNMENT

Motion/second (Schubert/Stoddard) to adjourn at 5:13 PM. Motion carried.

Submitted by,

Vicki Bernhagen
Deputy County Clerk