

ADMINISTRATIVE COMMITTEE MEETING
March 24, 2016

The meeting of the Administrative Committee was called to order by Chairman, Jack Meyers at 6:00 PM on Thursday, March 24, 2016 in the County Board Room, Government Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Jack Meyers
 David Richter
 Paul Schwandt
 Harley Reabe
 Mike Starshak

Also Present: Marge Bostelmann, County Clerk Dawn Klockow, Corporation Counsel
 Jay Dampier, UWEX Sheriff Podoll
 Tony Daley, Berlin Journal

AGENDA

Motion/second(Reabe/Richter) to approve the agenda as presented. Motion carried.

RESOLUTION

- Relating to Recognition of Service to the Green Lake County Board.

Motion/second(Richter/Starshak) to approve the resolution and sent to the County Board. Motion carried.

COMPARISON OF THE ANSWERS TO THE QUESTION THE CLERK ASKED THE CLERK AND CHAIR OF THE 6 COUNTIES.

The committee reviewed the comparison developed by Dampier. Summary: Some stated that a change in personnel occurred which led to a evaluating the county structure, mostly stated the change to county administrator was positive, county administrator eliminated internal politicking, Discussion held: Younger supervisors do not have a lot of time to spend here at the County. County Administrator has more statutory authority over more departments than an Administrative Coordinator

COMPARISON OF AUTHORITY GIVEN TO AN ADMINISTRATIVE COORDINATOR AND GIVEN TO A COUNTY ADMINISTRATOR

Administrative coordinator does not have authority over HHS director, highway commissioner and other specific department heads which the County Administrator does.

A memo from Phillip J. Freeburg, J.D., Local Government Law Educator was read by Dampier. Starshak stated that Klockow said that the statutes are gray. However the document just read basically stated there is no definitive no, but more powers can be given to the position we have here and that the ordinance from Dunn outlines a more substantial job duties.

Richter stated that the statutes are specific for the duties of the county administrator and believes that the county administrator position will attract stronger candidates than an administrative coordinator position.

Klockow interpreted the statutes that the county administrator and county executive have specific powers that cannot be given to an administrative coordinator.

COMPARISON OF FOUR ADMINISTRATIVE COORDINATOR JOB DESCRIPTIONS WHICH WERE PROVIDED BY THE WCA

The comparison compiled by Dampier was reviewed. Starshak added summary columns to the comparison for the administrative coordinator and county administrator. The Committee looked at the comparison line by line.

DISCUSSION AND ACTION ON COUNTY ADMINISTRATION POSITION

Meyers stated that we were charged to study and come back to the County board with recommendations.

Motion/second(Richter/Reabe) to draft a resolution to be forwarded to the April 19th County Board meeting creating the position of county administrator and recommend that an ad hoc committee be formed to develop a job description, salary range, fiscal review and ordinance to establish the position of county administrator. Roll call vote, 3 ayes, 1 nay (Starshak), 1 absent (Schwandt).

Meyers thanked Starshak for the information and research he presented

COMMITTEE DISCUSSION

Future Meeting Date: Regular meeting – May 2, 2016 at 5:00 pm

Future Agenda Items:

ADJOURNMENT

Motion/second(Starshak/Richter) to adjourn at 7:50 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk