

ADMINISTRATIVE COMMITTEE MEETING
February 1, 2005

The meeting of the Administrative Committee was called to order by Vice-Chairman, Bernie Kasierski at 4:30 PM on Monday, February 1, 2005 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Orrin Helmer
 Bernie Kasierski
 Dan Priske
 Gene Thom
 Mike Stoddard

Also Present: Marge Bostelmann, County Clerk
 John Selsing, Corporation Counsel
 Kathy Morris, Treasurer
 Leone Seaman, ROD office

AGENDA

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

APPEARANCES

MINUTES

Motion/second(Kasierski/Thom) to approve the minutes of November 8, 2004 and January 4, 2005. Motion carried.

CORRESPONDENCE None

REPORTS

Treasurer: Morris stated that her office has been collecting first half taxes for the Town of Brooklyn and for the Town of Kingston. She stated that this works very well for the municipalities and wishes more municipalities would take advantage of this service. Morris requested permission to attend her Spring and Fall district meetings, Summer Seminar and the Fall seminar and the WCCO meeting in March.

She also requested permission for the Real Property Lister to attend the Spring district meeting, Fall Seminar and the assessor's meeting in FDL.

Motion/second(Stoddard/Kasierski) to approve the Treasurer and Real Property Lister attending the meetings as requested and in accordance with County policy. Motion carried.

Register of Deeds: Applications are being accepted for the part time position in the ROD office. The applications are open until February 4^m. Seaman is still finishing up the year-end reports. Seaman requested permission to attend the following conference: Spring WCCO meeting in Madison, June Conference, Fall in Janesville in October and a few district meetings during the year and the

Fiddler computer system software users group twice a year.

Motion/second(Stoddard/Priske) to approve Seaman attending the meetings as requested and in accordance with County Policy. Motion carried.

Helmer stated that if part-time help is required she should talk to the Governing Committee Chair and the Administrative Coordinator. He stated that since the new Personnel Policy has been adopted the process for temporary help is more complicated.

County Clerk: Bostelmann requested permission to attend the WCCO conference in March, the WCCA conference in June and the WCA /WCCA conference in September and two County Clerk District meetings. She also explained that she has been asked to serve on the Statewide Voter Registration System task force. She is one of 5 County Clerks that have been asked to be on the task force. Expenses are paid by the state.

Motion/second(Stoddard/Thom) to approve Bostelmann attending the meetings as requested and in accordance with County Policy. Motion carried.

Bostelmann also presented a Certificate of Appreciation for Jim Wyse to be presented at the February County Board. Helmer stated that he has put an add in the paper requesting applications for the supervisory district vacated by Wyse. No applications have been received to date.

Corporation Counsel: Selsing stated that he is involved in the Highway PP tree cutting case. It will now go to trial. Selsing stated that individuals who purchase tax deed property couldn't get clear title and have called him to complain. He has talked to someone at Waushara Abstract, and he is confident that they will give title insurance.

PURCHASE REQUESTS None

CLOSED SESSION

Motion/second(Thom/Priske) to move into closed session per ss. 19.85(1)(g)(c) for employee performance evaluations. Roll call vote, 5 ayes, 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Thom/Kasierski) to resume open session. Roll call vote, 5 ayes, 0 nays, motion carried.

Motion/second(Stoddard/Thom) to approve the evaluation for Jean Reitz. Motion carried.

RESOLUTIONS/ORDINANCES

Relating to Placing Referenda Question on the April Ballot: Finance has recommended approval to send the resolution to County Board. Helmer stated that 40 counties have passed the resolution and the Executive of City of Milwaukee would not sign the resolution unless it was unanimous because of the election and ballot costs.

Motion/second(Thom/Priske) to send the resolution to the County Board. Motion carried.

Relating to Opposing Further Legislation on Green Lake County Ability to Levy Necessary Taxes.

Motion/second(Thom/Kasierski) to approve the resolution and send it on to the County Board. Motion carried.

Relating to Electronic Storage of Documents by Register of Deeds: Seaman explained that a resolution needs to be passed for compliance with Statute.

Motion/second(Kasierski/Priske) to approve the resolution and send it to the County Board. Motion carried.

Helmer stated that he has received a resolution from Jefferson County regarding disposition of computers and that the manufacturers of computers should find a way to dispose of them with out cost to the consumer. He also presented a resolution from Winnebago County requesting the Section 59.13(2) (a) and (b) be deleted from the Statutes. No action was taken on these resolutions.

COMMITTEE DISCUSSION

Next Meeting: February 16th for interviews
Regular meeting May 3rd at 4:30.

Discussion was held regarding the County Name Badges. Helmer will be mentioning to the County Board that everyone is to wear their County name badge when conducting County business.

ADJOURNMENT

Motion/second(Stoddard/Priske) to adjourn at 5:30 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk