

## ADMINISTRATIVE COMMITTEE MEETING

August 3, 2021

The meeting of the Administrative Committee was called to order by Chairman Harley Reabe at 10:00 AM on Tuesday, August 3, 2021 in the County Board and via Zoom format at the Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via Zoom. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Harley Reabe  
Brian Floeter  
Keith Hess (Zoom)  
Katie Mehn  
Dennis Mulder

Other County Employees Present: Liz Otto, County Clerk; Amanda Toney, Treasurer; Cathy Schmit, County Administrator; Corporation Counsel Dawn Klockow; Renee Thiem-Korth, Register of Deeds; Dave Abendroth, Supervisor #4 (Zoom); Patti Garro, Supervisor #8; Bill Hutchison, IT Director; Sheriff Mark Podoll.

### MINUTES

*Motion/second (Mulder/Mehn)* to approve the minutes of February 1, 2021; March 15, 2021; March 24, 2021; and March 31, 2021 as presented with no errors or corrections. Motion carried with no negative vote.

### PUBLIC COMMENT

Sheriff Mark Podoll thanked the IT department and staff for all of their help in getting the Sheriff's Office body camera project implemented.

### ORDINANCES

- **Amending Ordinance No. 11-2021 Green Lake County Board of Supervisors Electronic Meetings Ordinance**

Corporation Counsel Dawn Klockow explained the amendment to retain any meeting recordings for 120 days as well as changing the use of electronic meetings to be an option for all meetings instead of only in emergencies.

*Motion/second (Floeter/Mulder)* to approve the ordinance and forward to County Board for final approval. Motion carried with no negative vote.

### RESOLUTIONS

- **Resolution Relating to Consortium Agreement for the Chief Elected Officials of the Fox Valley Workforce Development Area for 2021-2022**

*Motion/second (Mulder/Floeter)* to approve the resolution and forward to County Board for final approval. Motion carried with no negative vote.

Chair Reabe stated that the final resolution will be voted on at the end of the meeting.

### DISCUSSION ON REDISTRICTING REQUEST

This was left on the agenda from a previous meeting. A redistricting committee will be appointed at the August County Board meeting.

### COUNTY BOARD PER DEIM & SALARIES FOR 2022-2024

Discussion held on the current per diem rates and chair salary. Committee meetings are currently paid at \$45.00 per meeting and County Board is \$50.00 per meeting. The Chair's salary is set at \$6,000 annually.

*Motion/second (Floeter/Mulder)* to leave as is with no changes and forward to County Board. Motion carried with no negative vote.

## **2022 BUDGET DISCUSSION**

Budgets from all departments were submitted to the Supervisors via email. No discussion.

## **REPORTS**

Submitted written reports were reviewed and the following updates were given:

- Corporation Counsel – Klockow explained the MISC category
- County Administrator – discussion held on the pandemic policy (Attachment B in the Administrative Manual) and the termination language in Directive #6 online.
- County Clerk – Alio Time payroll software is working well with no issues
- IT – Bill Hutchison stated that the storm from last week proved to be a “non-event” for the IT Department due to the many procedures in place to prevent outages, etc. Discussion held on changing the Closing Notice on the home page of the county website.
- Register of Deeds – discussion held on the internal/external posting of open positions
- Treasurer – update given on ARPA funds and tax deed properties. Also a discussion on the audit situation.

## **RESOLUTIONS (continued)**

- **Resolution Implementing a County Wide Ambulance Service**

Brian Floeter, Chair of the AdHoc Ambulance Committee, thanked all of the members and county administration for their input in developing this resolution. He encouraged all to support it and forward it to County Board.

*Motion/second (Mulder/Floeter)* to approve the resolution and forward to County Board. *Motion/second (Floeter/Mulder)* to amend Lines 89-91 to include that the contracts with outside service providers be approved by County Board. Discussion held. Deputy County Clerk Samantha Stobbe stepped in to finish meeting minutes at 11:18AM, County Clerk Liz Otto left the meeting. Floeter withdrew his motion to amend, Mulder withdrew his second. *Motion/second (Floeter/Mehn)* to amend lines 87-88 to add to the end of line 88 the following language: “and the bids shall be reviewed by the Judicial Law/Emergency Management Committee, who shall make a recommendation to the County Board. The County Board shall make the final decision on the winning bidders with a 2/3 majority vote”. Motion carried with no negative vote. *Motion/second (Floeter/Mulder)* to change “EAC” throughout the resolution to Emergency Management Services Committee. Motion carried with no negative vote. All ayes to approve the resolution as amended with no negative vote.

## **COMMITTEE DISCUSSION**

**Future Meeting Dates: Special meeting prior to County Board on August 17, 2021 at 5:30 PM for an IT budget adjustment.**

**Future Agenda items for action & discussion:** annual review/quarterly feedback session regarding County Administrator

## **ADJOURNMENT**

Chair Reabe adjourned the meeting at 11:33 AM.

Submitted by,



Liz Otto  
County Clerk