

SPECIAL ADMINISTRATIVE COMMITTEE MEETING

December 20, 2022

The special meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:30 PM on Tuesday, December 20, 2022 in person and via remote format at the 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: Dave Abendroth
Ken Bates
Brian Floeter
Dennis Mulder
Gene Thom

Other County Employees Present: Liz Otto, County Clerk; County Administrator Cate Wylie; Interim Corporation Counsel Dan Sondalle, Sheriff Mark Podoll, Chief Deputy Matt Vandekolk, HHS Director Jason Jerome

ADMINISTRATOR'S REPORT

County Administrator Cate Wylie gave an overview of her first two weeks in this position. She requested monthly meetings of the Administrative Committee for the time being. Wylie stated she has met with all Department Heads and also gave an update on the Corporation Counsel. Wylie also informed the committee that she will be renegotiating the Medical Examiner contract with Marquette County in January.

UPDATE REGARDING RECRUITMENT FOR CORPORATION COUNSEL POSITION

County Administrator Cate Wylie stated that there are 3 solid candidates for the position and she has conducted phone interviews with all of them.

REQUEST ACTION FOR ON-SITE INTERVIEWS FOR CORPORATION COUNSEL WITH ADMINISTRATIVE COMMITTEE

County Administrator Cate Wylie requested onsite interviews on January 10, 2023 with input from the Administrative Committee. She will also be speaking with Department Heads to find out if they have specific questions for the candidates.

DISCUSSION AND STATUS UPDATE ON SHARED REVENUE FUNDING WITH EXPECTED IMPACT ON 2022 AND 2023 BUDGETS

County Administrator Cate Wylie informed the committee of an error made on the 2019 levy limit worksheet which resulted in a Department of Revenue shared revenue penalty. Discussion held.

PERSONNEL POLICY DISCUSSION:

- **Employee status – exempt**
- **Compensation for hours worked**

County Administrator Cate Wylie stated that there is currently no written policy in regard to flex time for exempt employees. Discussion held. *Motion/second (Floeter/Thom)* to allow Sheriff Mark Podoll to speak. Motion carried with no negative vote. Podoll referred to the ability to show appreciation for employees and compensate them for time worked. The committee agreed by general consensus to have Administrator Wylie look into this issue further and advised against developing a flex policy for the future.

COMMITTEE DISCUSSION

- **Future Meeting Dates: TBD**
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chair Abendroth adjourned the meeting at 5:23 PM.

Submitted by,

Liz Otto
County Clerk

DRAFT