

## ADMINISTRATIVE COMMITTEE MEETING

February 6, 2023

The regular meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:00 PM on Monday, February 6, 2023 in person and via remote access 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  
Dennis Mulder  
Gene Thom

Absent: Brian Floeter

Other County Employees Present: Liz Otto, County Clerk; County Administrator Cate Wylie; Interim Corporation Counsel Dan Sondalle; Bill Hutchison, IT Director; Jess McLean, Treasurer; Renee Thiem-Korth, Register of Deeds

### **MINUTES: 11/08/2022, 11/17/2022, 12/20/2022, 01/06/2023**

***Motion/second (Mulder/Bates)*** to approve minutes from the 11/08/2022, 11/17/2022, 12/20/2022, and 01/06/2023 with no errors or corrections. Motion carried with no negative vote.

### **PUBLIC COMMENT** – none

### **RESOLUTIONS**

- **Request State to Revise the Current Real Estate Transfer Fees Revenue Sharing Formula**

Register of Deeds Renee Thiem-Korth stated that the Wisconsin Counties Association (WCA) and the Wisconsin Register of Deeds Association (WRDA) are recommending passage of this resolution. Currently the county retains 20% of the transfer fees and this resolution would request increasing that to 50%. Discussion held.

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

### **DISCUSSION REGARDING THE CREATION OF AN EXECUTIVE COMMITTEE**

County Administrator Cate Wylie provided information and a handout outlining her suggestion to consolidate several committees including Administrative, Finance, Personnel, and Property & Insurance into one Executive Committee. Wylie provided examples of other counties and stated that this would eliminate inefficiencies and reduce costs. County Clerk Liz Otto provided an example and stated that this would also improve cohesiveness due to lack of agenda items and canceled meetings. Discussion held. The committee requested that Wylie provide a more detailed flow chart and bring this back for further discussion.

### **DEPARTMENT/ANNUAL REPORTS**

- **Corporation Counsel**
- **County Administrator**
- **County Clerk**
- **IT**
- **Register of Deeds**
- **Treasurer**

Corporation Counsel and County Administrator will resubmit an annual report. Both provided quarterly reports for this meeting. Discussion held on all other department annual reports.

### **COMMITTEE DISCUSSION**

- **Future Meeting Dates: TBD**

- **Future agenda items for action & discussion:**

### **ADJOURNMENT**

Chair Abendroth adjourned the meeting at 4:43 PM.

Submitted by,

A handwritten signature in black ink, appearing to read "Liz Otto". The signature is fluid and cursive, with the first name "Liz" and last name "Otto" clearly distinguishable.

Liz Otto  
County Clerk