

ADMINISTRATIVE COMMITTEE MEETING

January 16, 2024

The meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:00 PM on Tuesday, January 16, 2024 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
Brian Floeter
Gene Thom
Dennis Mulder

Other County Employees Present: Liz Otto, County Clerk; County Administrator Cate Wylie; Corporation Counsel Jeff Mann; Sheriff Mark Podoll; Chief Deputy Matt Vandekolk; Ken Stephani, Finance Director; Jess McLean, County Treasurer; Renee Thiem-Korth, ROD; Bill Hutchison, IT Director; Tom Wastart, Medical Examiner

APPROVAL OF MINUTES – 11/30/2023

Motion/second (Thom/Bates) to approve the minutes of the 11/30/2023 minutes as presented with no additions or corrections. Motion carried with no negative vote.

ETHICS COMMITTEE/CODE REVISIONS

Corporation Counsel Jeff Mann presented the revisions he made to the Ethics Committee portion of the county code. Discussion held on further modifications. Mann will make the changes as recommended and bring it back to the committee at the February meeting.

CONSOLIDATION OF COMMITTEES FOR 2024 TERM

County Administrator Cate Wylie sent her proposed updates to committee members prior to the meeting. Discussion held. Wylie will update the changes as suggested and bring it back to the committee at the February meeting.

DISCUSSION AND ACTION ON QUORUM DISCLAIMER

County Clerk Liz Otto read a disclaimer used by Dodge County on their committee agendas which allows a quorum of other committees to attend all meetings to gather information only. Corporation Counsel Jeff Mann provided his opinion on the matter. *Motion/second (Floeter/Mulder)* to direct Mann to draft a quorum disclaimer for Green Lake County and present it at the next meeting. Motion carried with no negative vote.

Motion/second (Floeter//Mulder) to move the Closed Session to the end of the agenda and move Annual Reports up. Motion carried with no negative vote.

ANNUAL REPORTS:

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

Annual reports were summarized and discussed by the committee with input from each of the Department Heads and elected officials listed above.

CLOSED SESSION

- **The committee may meet in Closed Session under Wis. §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.**

Motion/second (Thom/Mulder) to move into Closed Session at 5:18 PM. Roll call vote – Ayes – 5, Nays - 0, Abstain - 0, Absent – 0. Motion carried.

RECONVENE INTO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

Motion/second (Bates/Thom) to reconvene into open session at 6:14 PM. Roll call vote – Ayes - 5, Nays – 0, Abstain - 0, Absent – 0. Motion carried.

DISCUSSION AND POSSIBLE ACTION ON SALARY FOR COUNTY CLERK, REGISTER OF DEEDS, AND TREASURER FOR 2024-2027 TERM

Motion/second (Floeter/Mulder) to approve the salaries for County Clerk, Register of Deeds, and County Treasurer for the 2025-2028 with a starting salary of \$78,026.21 which is the projected midpoint of Pay Grade 8 on the current wage scale with a COLA increase each of the four years. *Motion/second (Floeter/Bates)* to amend the motion to include a \$5,000 annual stipend for the County Clerk as long as payroll and benefits duties remain with that position. Motion carried with no negative vote. Motion carried with no negative vote on original motion as amended.

ADJOURNMENT

Chair Abendroth adjourned the meeting at 6:17 PM.

Submitted by,

Liz Otto

Liz Otto
County Clerk