



# *GREEN LAKE COUNTY*

*571 County Road A, Green Lake, WI 54941*

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**Original Post Date: 4/18/2024**

**Amended Post Date:**

**The following documents are included in the packet for the Administrative Committee Meeting on April 23, 2024:**

- 1) Agenda
- 2) Minutes – 04/12/2024
- 3) Committee Consolidation



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto  
County Clerk

Office: 920-294-4005  
FAX: 920-294-4009

## Administrative Committee Meeting Notice

**Date: Tuesday, April 23, 2024 Time: 3:00 PM**  
**Green Lake County Government Center,**  
**County Board Room, 571 County Rd A, Green Lake WI**

### AGENDA

Committee  
Members

*Dave Abendroth- Chair*  
*Dennis Mulder*  
*Brian Floeter*  
*Gene Thom-Vice Chair*  
*Bob Schweder*

*Elizabeth Otto,*  
*Secretary*

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access is a quorum attending in person, the meeting will proceed as scheduled.

This agenda gives notice of a meeting of the Administrative Committee. It is possible that individual members of other governing bodies of Green Lake County government may attend this meeting for informative purposes. Members of the Green Lake County Board of Supervisors or its committees may be present for informative purposes but will not take any formal action. A majority or a negative quorum of the members of the Green Lake County Board of Supervisors and/or any of its committees may be present at this meeting. See State ex rel. Badke v. Vill. Bd. of Vill. of Greendale, 173 Wis.2d 553, 578, 494 N.W. 2d 408 (1993).

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Approval of minutes – 4/12/2024
5. Election of Vice Chair
6. Discussion and Possible Action on Committee Consolidation
7. Closed Session
  - Move into Closed Session Per WI 19.85(1)(f): “Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations”; *to wit conduct concerns.*
8. Reconvene into Open Session to take action, if appropriate, on matters discussed in Closed Session
9. Adjourn

This meeting will be conducted through in person attendance or audio/visual communication. Remote access can be obtained through the following link:  
Please accept at your earliest convenience. Thank you!

**Microsoft Teams** [Need help?](#)

[Join the meeting now](#)

Meeting ID: 236 545 070 514

Passcode: dVAXUd

**Dial-in by phone**

[+1 920-515-0745,609650478#](#) United States, Green Bay

[Find a local number](#)

Phone conference ID: 609 650 478#

For organizers: [Meeting options](#) | [Reset dial-in PIN](#)

Please accept at your earliest convenience. Thank you!

[Org help](#) | [Privacy and security](#)

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Elizabeth Otto

**Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.**

## ADMINISTRATIVE COMMITTEE MEETING

April 12, 2024

The meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 3:00PM on Friday, April 12, 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  
Brian Floeter  
Gene Thom  
Dennis Mulder  
Ken Bates

Absent:

Other County Employees Present: Liz Otto, County Clerk; County Administrator, Cate Wylie; Corporation Counsel, Jeff Mann; Sheriff Mark Podoll; Matt Vande Kolk, Chief Deputy; Ken Stephani, Finance Director; Renee Thiem-Korth, ROD (Remote)

### **APPROVAL OF MINUTES – 03/11/2024**

*Motion/second (Thom/Mulder)* to approve the minutes of the 03/11/2024 minutes as presented with no additions or corrections. Motion carried with no negative vote.

### **DISCUSSION AND POSSIBLE ACTION REGARDING COMMITTEE CONSOLIDATION**

County Administrator Cate Wylie explained the current flow chart for approvals and the proposed chart to improve the process. Committee updates reviewed. Discussion held on timing issue for the County Board meeting on April 16 to include this as an agenda item and in the packet. *Motion/second (Mulder/Floeter)* to add this as an agenda item for the County Board meeting with a limit of 15 minutes for discussion. Motion carried with no negative vote.

### **DISCUSSION AND POSSIBLE ACTION REGARDING WINNEBAGO COUNTY RESOLUTION 327-022024**

No action or discussion on this matter.

### **RESOLUTIONS**

- Resolution Relating to Recognition of Service to the Green Lake County Board

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

### **CLOSED SESSION**

- Move into Closed Session per WI §19.85(1)(f) considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations – regarding forensic audit.

*Motion/second (Thom/Bates)* to enter into Closed Session at 3:40 PM. Roll call vote – Ayes - 5, Nays - 0, Absent - 0, Abstain - 0. Motion carried.

County Clerk Liz Otto left the meeting. County Administrator Cate Wylie took over duties of minutes.

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

*Motion/second (Thom/Mulder)* to reconvene into Open Session at 4:15 PM. Roll call vote – Ayes - 5, Nays - 0, Absent - 0, Abstain - 0. Motion carried.

**ADJOURNMENT**

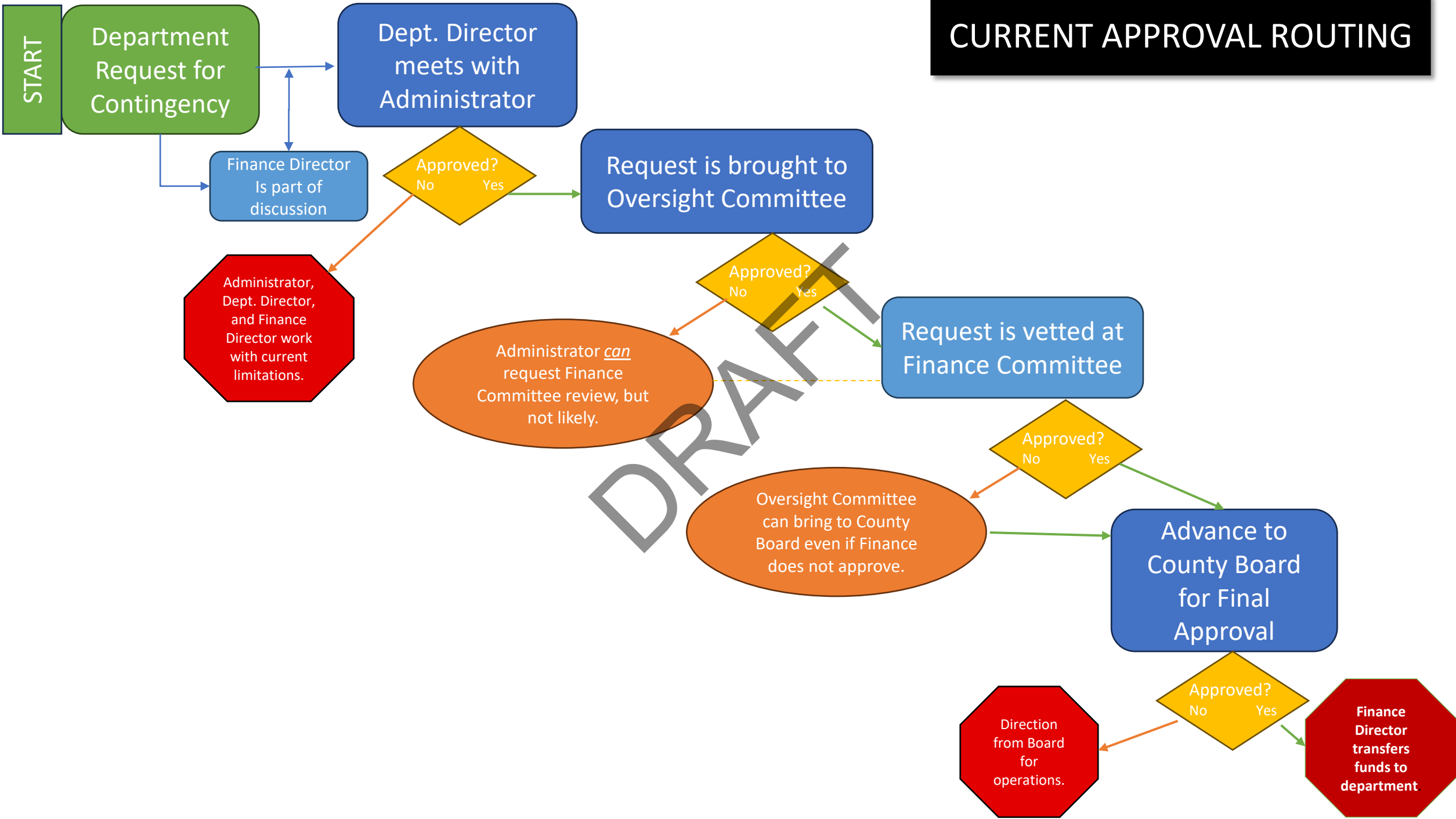
Chair Abendroth adjourned the meeting at 4:16 PM.

Submitted by,

Liz Otto  
County Clerk

DRAFT

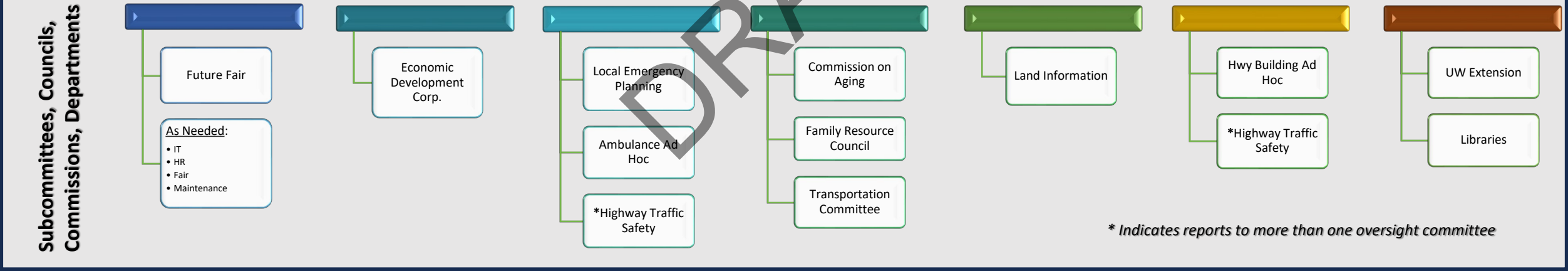
# CURRENT APPROVAL ROUTING





Committees	ADMINISTRATIVE	FINANCE & INSURANCE	PUBLIC SAFETY & JUDICIAL	HEALTH & HUMAN SERVICES BOARD	LAND PLANNING & ZONING	HIGHWAY	LAND, PARKS AND COMMUNITY
	7 Members: CB Chair, CB Vice, Chairs of all Committees except Finance	5 Members (CURRENTLY 6)	6 Members (no change)	9 Members: 5 CB Supervisors; 4 Laypersons	5 members (no changes)	6 Members (no change)	7 Members: 4 CB Supervisors; 3 Laypersons

Departments	<ul style="list-style-type: none"> <li>Administrator</li> <li>Corporation Counsel</li> </ul>	<ul style="list-style-type: none"> <li>Finance Director</li> <li>Treasurer</li> <li>County Clerk</li> </ul>	<ul style="list-style-type: none"> <li>Clerk of Courts</li> <li>Courts</li> <li>Sheriff</li> <li>District Attorney</li> <li>Emergency Management</li> <li>Medical Examiner</li> <li>Emergency Medical/Ambulance</li> </ul>	<ul style="list-style-type: none"> <li>HHS Admin</li> <li>Aging Unit</li> <li>Behavioral Health Unit</li> <li>Children and Family</li> <li>Economic Support</li> <li>FRI</li> <li>Public Health</li> <li>Veterans</li> </ul>	<ul style="list-style-type: none"> <li>Register of Deeds</li> <li>Land Use, Planning &amp; Zoning</li> </ul>	<ul style="list-style-type: none"> <li>Highway</li> </ul>	<ul style="list-style-type: none"> <li>Land Conservation</li> <li>Parks</li> </ul>
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Other Committee & Commissions	<b>STAND ALONE:</b> (Not required to report to CB) <ul style="list-style-type: none"> <li>Drainage Board</li> <li>Security and Facilities</li> <li>Criminal Justice Collaborating Committee</li> <li>Board of Adjustment (BOA)</li> <li>Act 184 Ad Hoc Committee</li> <li>Local Emergency Planning Commission</li> <li>Veterans Service Commission</li> </ul>	<b>PARTNERSHIPS:</b> (CB member appointed) <ul style="list-style-type: none"> <li>Economic Development Corporation (EDC)</li> <li>County Libraries</li> </ul> <b>UPDATE REPORTING TO THE COUNTY BOARD:</b> <ul style="list-style-type: none"> <li>Inter County Collaboration (ICC)</li> <li>Railroad Consortium</li> </ul>	<b>AD HOC /SUBCOMMITTEES:</b> (Reports to an Oversight Committee) <ul style="list-style-type: none"> <li>Commission on Aging</li> <li>Future Fair</li> <li>Highway Ad Hoc</li> <li>Highway Traffic Safety</li> <li>Transportation Committee</li> <li>Family Resource Council</li> </ul>
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