

## ADMINISTRATIVE COMMITTEE MEETING

August 8, 2024

The meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:00 PM on Thursday, August 8, 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         | Absent: |
|          | Brian Floeter (remote) |         |
|          | Joe Gonyo              |         |
|          | Gene Thom              |         |
|          | Dennis Mulder          |         |
|          | Bob Schweder           |         |
|          | Nancy Hoffmann         |         |

Other County Employees Present: Liz Otto, County Clerk; County Administrator, Cate Wylie (remote); Ken Stephani, Finance Director; Jeffrey Mann, Corporation Counsel

### **APPROVAL OF MINUTES – 07/12/2024 MINUTES**

*Motion/second (Mulder/Schweder)* to approve the minutes of the 07/12/2024 minutes as presented with no additions or corrections. Motion carried with no negative vote.

### **REPORTS**

- **County Administrator** – Cate Wylie stated she is currently working on the WPPA contract in the Sheriff's Office and the EMS contract. She stated that most of her updates were discussed in Closed Session last month. She is also working on a partnership of services with the City of Green Lake.
- **Corporation Counsel** – Jeff Mann expanded on his submitted written report. He also gave an update on a dementia summit he attended in Madison with several HHS employees.
- **HR/County Clerk** – Discussion held on County Clerk Liz Otto's submitted written report in regard to the ETF health insurance.

### **LAYPERSON APPOINTMENTS TO COMMISSION ON AGING**

County Administrator Cate Wylie stated that the appointments are not available at this time. This will be taken care of at the County Board meeting.

### **RESOLUTIONS**

- **Resolution to Approve Employee Travel Reimbursements**

County Administrator Cate Wylie stated that the purpose of the resolution is to change the policy from specific limits as outlined in the Personnel manual to reasonable guidelines as determined by the County Administrator and Finance Director. Discussion held.

*Motion/second (Thom/Schweder)* to approve the resolution and forward to the full County Board. Motion carried.

### **CLOSED SESSION**

- Move into Closed Session per Stat §19.85(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 conduct concerns

*Motion/second (Thom/Schweder)* to move into Closed Session at 4:28 PM. Roll call vote – Ayes - 7, Nays - 0, Abstain – 0, Absent – 0. Motion carried.

County Clerk Liz Otto left the meeting. County Administrator Cate Wylie recorded the minutes of the remainder of the meeting via remote access.

**RECONVENE INTO OPEN SESSION, IF APPROPRIATE, TO ACT ON MATTERS DISCUSSED IN CLOSED SESSION**

*Motion/second (Thom/Floeter)* to reconvene into Open Session. No action taken.

**FUTURE AGENDA ITEMS FOR ACTION AND DISCUSSION**  
Future Agenda Items - none

**ADJOURNMENT**

Chair Abendroth adjourned the meeting at 5:17 PM.

Submitted by,

*Liz Otto*

Liz Otto  
County Clerk