

ADMINISTRATIVE COMMITTEE MEETING

October 10, 2024

The meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:00 PM on Thursday, October 10, 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
Gene Thom
Dennis Mulder
Bob Schweder
Nancy Hoffmann

Absent: Brian Floeter
Joe Gonyo

Other County Employees Present: Karissa Block, Deputy County Clerk; Cate Wylie, County Administrator; Ken Stephani, Finance Director; Jeffrey Mann, Corporation Counsel; Sheriff Mark Podoll; Stacy Graff, Fair Coordinator; Matt Vande Kolk, Chief Deputy (4:21PM); Scott Weir, Maintenance Supervisor; Bill Hutchison, IT Director; Jason Kerr, IT Support (Remote @ 4:06PM); Jessica McLean, Treasurer (Remote); Renee Thiem-Korth, Register of Deeds (Remote)

APPROVAL OF MINUTES – 9/12/2024 MINUTES

Motion/second (Mulder/Schweder) to approve the minutes of the 9/12/2024 minutes as presented with no additions or corrections. Motion carried with no negative vote.

REPORTS

- **County Administrator** – Wylie went over her report that can be found in the packet. The wage scale is still in the works. Wylie states there are a few wages that need some adjusting.
- **Corporation Counsel** – Mann reviewed his report that can be found in the packet. Discussion held.
- **HR/County Clerk** – County Clerk, Liz Otto was absent from the meeting. Deputy County Clerk, Karissa Block informed the committee to reach out to Otto with any questions regarding her report. Discussion held.

2025 BUDGETS

- **Administrative** – The Administrative Budget is lower than what it was last year.
- **Corporation Counsel** – Corporation Counsel budget is lower than what it was last year.
- **Fair** – Fair Coordinator, Stacy Graff, explained that the budget found in the packet is not the budget her and Wylie discussed. Chair Abendroth would like to see the updated version of the Fair Budget.
- **HR** – HR Budget is very similar to what it was last year.
- **IT** – IT Director, Bill Hutchison, expressed his concern with the budget found in the packet. Hutchison shared that some of the numbers listed on the budget in the packet, are not the numbers he submitted. Wylie stated that budgets are still under review as we are still \$800,000 over budget.
- **Maintenance** – Maintenance Supervisor, Scott Weir stated that not much has changed in his budget. Discussion held.

PERSONNEL POLICY DISCUSSION

Wylie explained the Voting Leave Policy (found in the packet)

Motion/Second (Mulder/Schweder) to adopt the policy as presented and to present it to the board. Motion carried with no negative vote.

LINE ITEM TRANSFR – FAIR

Discussion held.

Motion/Second (Hoffmann/Mulder) to pass the line item transfer. Motion carried with no negative vote.

FUTURE AGENDA ITEMS FOR ACTION AND DISCUSSION

Future Agenda Items – none

Next Meeting Date – November 14, 2024

ADJOURNMENT

Chair Abendroth adjourned the meeting at 4:44PM.

Submitted by,

Karissa Block

Karissa Block
Deputy County Clerk