

ADMINISTRATIVE COMMITTEE MEETING

May 7, 2025

The meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:00 PM on Wednesday, May 7, 2025 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:	Nancy Hoffmann
	Brian Floeter		
	Joe Gonyo		
	Dennis Mulder		
	Bob Schweder		
	Gene Thom		

Other County Employees Present: Liz Otto, County Clerk; Jason Jerome, Interim County Administrator; Chief Deputy Matt Vandekolk

APPROVAL OF MINUTES – 04/09/2025

Motion/second (Schweder/Mulder) to approve the minutes of the 04/09/2025 meeting as presented with no additions or corrections. Motion carried with no negative vote.

PUBLIC COMMENT (3 MINUTE LIMIT) - none

RESOLUTION

- **Resolution Confirming and Ratifying the Authority of Counsel for Green Lake County to Add Additional Defendants to Opioid Litigation, Including in MDL 2804**

Chair Abendroth and Jason Jerome provided background on this resolution stating this is part of the ongoing opioid litigation.

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

ORDINANCE

- **Ordinance Vacating Office of County Administrator and Establishing Office of Administrative Coordinator**

Motion/second (Thom/Schweder) to approve the resolution and forward to County Board for final approval. Discussion held. Interim County Administrator Jason Jerome stated that per discussions with Justin Fischer at Baird, the County Board should delay final action on the passage of this ordinance until after the bonding is complete since the initial resolution stipulates that the County Administrator has the authority to sign paperwork. Schweder withdrew his original second but upon further discussion Schweder reinstated his original second. ***Motion/second (Thom/Schweder)*** to amend the ordinance to state that the process must be complete by the end of 2025. Motion carried with no negative vote on motion to amend. Original motion to forward to County Board as amended voted on – motion carried with no negative vote. The committee agreed by general consensus that the ordinance will not be presented to County Board until the bonding process is complete.

HUMAN RESOURCES DISCUSSION AND POSSIBLE ACTION

Interim County Administrator Jason Jerome presented the job description he has developed with input from County Clerk Liz Otto. The committee directed Jerome to continue moving forward with this and draft a resolution for next month.

DISCUSSION AND POSSIBLE ACTION REGARDING NEW AND/OR CHANGED POSITIONS

Interim County Administrator Jason Jerome provided information and background on adding a full time accounting position at the Highway Department and changing the title and duties of the current Accounting Specialist position. Discussion held. Committee directed Jerome to continue working on this and advised that the Finance Committee should also be included in the final decision.

FAIR ECONOMIC IMPACT STUDY

Fair Coordinator Stacy Graff requested direction from the committee regarding a Fair Economic Impact Study. The Wisconsin Association of Fairs will contribute \$1000 of the full \$1500 cost to the county for completing the study if Graff completes a survey. The county has the choice of whether or not to participate in the final study. Discussion held. The committee directed Graff to complete the survey and use the \$1000 for other fair purposes.

CREDIT CARD REQUEST

- **Nathan Alsum - Maintenance**

Motion/second (Thom/Mulder) to approve the credit card request and forward to Finance 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 person except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any persons referred to in such histories or data, or involved in such problems or investigations – regarding findings of investigations
- Closed session per WI §19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – additional responsibilities compensation

Motion/second (Schweder/Mulder) to allow Jason Jerome, Liz Otto, and Matt Vandekolk to attend the Closed Session. Motion carried with no negative vote.

Motion/second (Thom/Mulder) to move into Closed Session at 4:35 PM. Ayes - 6, Nays - 0, Absent – 1 (Hoffmann), Abstain - 0. Motion carried.

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

Motion/second (Thom/Schweder) to reconvene into Open Session at 5:54 PM. Ayes - 6, Nays - 0, Absent – 1 (Hoffmann), Abstain - 0. Motion carried.

The Administrative Committee directed Interim County Administrator Jason Jerome to proceed as he deems necessary regarding both matters discussed in Closed Session.

FUTURE AGENDA ITEMS FOR ACTION AND DISCUSSION

Future Agenda Items –

Next Meeting Date – June 12, 2025 @ 4:00 PM

ADJOURNMENT

Chair Abendroth adjourned the meeting at 5:55 PM.

Submitted by,

Liz Otto

Liz Otto
County Clerk