



GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

Office: 920-294-4005
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Administrative Committee Meeting Notice

Date: Thursday, June 12, 2025 Time: 4:00 PM
Green Lake County Government Center,
County Board Room, 571 County Rd A, Green Lake WI

Amended AGENDA**

Committee
Members

Dave Abendroth-
Chair
Dennis Mulder
Brian Floeter
Gene Thom – Vice
Chair
Bob Schweder
Nancy Hoffmann
Joe Gonyo

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: 05/07/2025
5. Public comment (3 min. limit)
6. Resolutions
 - Resolution to Create an Accounts Payable/Payroll Coordinator Position in the Administrative Department
 - Resolution to Create a Human Resources Coordinator Position in the Administrative Department
7. *Fair logo and track update
8. Discussion and action on Administrative Coordinator job description
9. Update and discussion regarding UW-Milwaukee highway site contract
10. **Closed Session
 - Move into Closed Session per WI Statute 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – regarding potential involvement in unemployment appeal by former employee.
11. **Reconvene into Open Session to take action, if appropriate, on matters discussed in Closed Session
12. Committee Discussion
 - Future Meeting Date: July 10th, 2025 @ 4:00 PM
 - Future Agenda Items for Action & Discussion
13. 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: 275 708 334 292 4

Passcode: 8TE77Un9

Dial in by phone

[+1 920-515-0745,,985064966#](#) United States, Appleton

[Find a local number](#)

Phone conference ID: 985 064 966#

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.