

ADMINISTRATIVE COMMITTEE MEETING

November 3, 2008

The meeting of the Administrative Committee was called to order by Chairman, Orrin Helmer at 4:30 PM on Monday, November 3, 2008 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Orrin Helmer
Dan Priske
Gene Thom
Gene Schroeder
Mike Stoddard

Also Present: Marge Bostelmann, County Clerk
John Selsing, Corporation Counsel
Leone Seaman, Register of Deeds

AGENDA

Motion/second(Priske/Stoddard) to approve the agenda. Motion carried.

MINUTES

Motion/second(Stoddard/Thom) to approve the minutes of August 4th and August 25th as presented. Motion carried.

PUBLIC COMMENTS None

REPORTS

Treasurer – Morris is out of town and sent her report to the Committee. She stated that current sales tax balance is \$11,076,062.32 and that the taxes collected in August is the highest amount we have ever received for this month of the year. Current investment averages are 3.5%. She will be having a Clerk/Treasurer's meeting on November 20th.

Register of Deeds – Seaman explained that she has 3 bids to do the scanning. One is very high. FNTI – Fidelity National Technology Imaging would come to Green Lake with the cost being .13 per image. Digital Scantronics LLC located in Wausau Wisconsin would take the books to Wausau with a cost of .1234. Seaman would like to keep the books here if possible. FNTI will also do an additional 43 books for about \$7,280 where the books cannot be taken apart. Digital Scantronics does not have the equipment to scan books that can not be taken apart. The total cost for FNTI is \$28,210. *Motion/second(Thom/Stoddard)* to approve the scanning by FNTI for \$28,210 which include the additional books. Motion carried.

Seaman asked if she could deputize her part-time employee at the beginning of the year. It would be \$.75/hour increase. Seaman explained how this would be beneficial to her department. *Motion/second(Schroeder/Thom)* that based on the County financial position the request to deputize the part-time employee is denied.. Motion carried.

County Clerk – Bostelmann reported that she represented the County Clerk's Association on a 45 minute video explaining the preparation for the upcoming Presidential election. She also reported that the budget is complete and will be sent to the County Board for approval on November 12th.

Corporation Counsel – Selsing is working with the highway department relating to Joyce Affeldt property on County B in the Town of Marquette and Town of Green Lake. Selsing stated

that he is working with the Child Support department and making court appearances. He is also working with the Architect in clarifying the contract language.

Selsing was asked to evaluate the language of the resolution for the State Trust Fund loan request. Discussion was held on the resolution to the State Trust Fund. Bostelmann will attach a memorandum explaining, that the state requires language stating the County will levy taxes to repay the loan and that the wording is their "collateral" for the loan even though the County will repay the loan with the sales tax funds.

Motion/second(Schroeder/Stoddard) to accept the reports for the Treasurer, Register of Deeds, County Clerk and Corporation Counsel. Motion carried.

PURCHASE REQUESTS – None

CLOSED SESSION

Motion/second(Schroeder/Priske) to move into closed session per ss. 19.85(1)(c) employee evolutions and confer with legal counsel. Roll call vote, 5 ayes, 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Priske/Schroeder) to resume open session at 5:25 pm.

Motion/second(Thom/Stoddard) to accept the evaluation of Vicki Bernhagen and Sue Wendt. Motion carried.

ABSENCE OF COUNTY BOARD CHAIR DUE TO ILLNESS

Helmer is expecting to have surgery this week and may be absent for longer than 30 days. The Administrative Committee may appropriate the Vice-Chair receive the Chairman's pay during the illness when the vice-chair is assuming the duties of the Chair.

Motion/second(Stoddard/ Schroeder) to authorize the County Clerk office to issue the Chairman' pay to the Vice Chair upon his request due to the illness of the Board chair in accordance with Ordinance 685-99. Motion carried.

WIRELESS ROLL CALL VOTING SYSTEM – COUNTY BOARD

Bostelmann presented information on a wireless voting machine for the County Board. Discussion was held.

Motion/second(Priske/Thom) to have a demonstration of the voting machine at December County Board meeting and also present a resolution to purchase the machine at the same meeting. Motion carried.

RESOLUTION/ORDINANCES: None.

COMMITTEE DISCUSSION

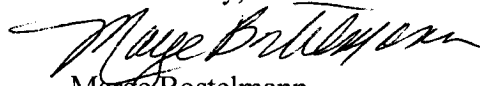
Next Meeting: Regular meeting on February 2nd at 4:30.

Future Agenda Items:

ADJOURNMENT

Motion/second(Stoddard/Thom) to adjourn at 5:40 PM. Motion carried.

Submitted by,



Marge Bostelmann
County Clerk