

## ADMINISTRATIVE COMMITTEE MEETING

August 6, 2018

The meeting of the Administrative Committee was called to order by Chairman Harley Reabe at 5:15 PM on Monday, August 6, 2018 in the County Board Room, 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: Harley Reabe  
Dennis Mulder  
Larry Jenkins

Absent: Katie Mehn  
Brian Floeter

Also Present: Liz Otto, County Clerk; Dawn Klockow, Corporation Counsel; Amanda Toney, Treasurer; Bill Hutchison, IT Director; Cathy Schmit, County Administrator; Jason Jerome, HHS Director; Lori Evans, SO Admin Asst.; Tony Daley, Berlin Journal; various community members

### MINUTES

*Motion/second (Jenkins/Mulder)* to approve the minutes of May 7, 2018 as presented with no errors or corrections. All ayes. Motion carried.

PUBLIC COMMENTS – none

CORRESPONDENCE – none

### BUDGET ADJUSTMENTS

- County Clerk – request to transfer \$18,700.00 from the Public Liability insurance account to the Publications - Elections account due to unforeseen elections, referenda, and new requirements.

*Motion/second (Mulder/Jenkins)* to approve the budget adjustment and forward to Finance. All ayes. Motion carried.

- Corporation Counsel – request to purchase stand up desk for clerical position out of the office expense account.

*Motion/second (Jenkins/Mulder)* to approve the budget adjustment and forward to Finance. All ayes. Motion carried.

### 2019 BUDGETS

Discussion held on department budgets for Treasurer, Administrator, County Clerk, Corporation Counsel, Register of Deeds, and IT.

### REQUEST FOR FEASIBILITY STUDY FOR COUNTY WIDE AMBULANCE SERVICE

City of Berlin Administrator Jodie Olson spoke to the committee requesting a comprehensive feasibility study by a third party professional to determine the needs for ambulance service within Green Lake County. Chairman Reabe informed the committee that the County Clerk's office has 7 resolutions on file from county municipalities and 2 from out of county municipalities in support of examining options for county wide ambulance service. Currently there are 3 services – Berlin EMS, Princeton EMS, and Southern Green Lake County. All are currently supported by ThedaCare but that funding is being eliminated and due to budget constraints the municipalities will not be able to support it. The lack of volunteers is another serious problem to consider due to the training and time involved. Various civic leaders including Doug Vrecheck from the Town of St. Marie, Allan Weckwerth from the Town of Princeton, Mike Wargula from the Town of Nepeuskun, and Charlie Wielgosh from the City of Princeton all spoke in support of a study to determine what options are available. *Motion/second (Mulder/Jenkins)* to forward this to the Health and Human Services committee on August 13 at 5:30

PM for further consideration. All ayes. Motion carried. Jodie Olson from the City of Berlin will provide some additional data for that committee including the number of calls, etc.

## **RESOLUTIONS**

- **Relating to Dark Stores and Countywide Advisory Referendum**

*Motion/second (Mulder/Jenkins)* to approve the resolution Relating to Dark Stores and Countywide Advisory Referendum and forward to County Board for final approval.

- **Resolution Relating to Consortium Agreement for the Chief Elected Officials of the Fox Valley Workforce Development Area**

*Motion/second (Mulder/Jenkins)* to approve the Resolution Relating to Consortium Agreement for the Chief Elected Officials of the Fox Valley Workforce Development Area and forward to County Board for final approval.

## **ORDINANCES**

- **Amending Chapter 60, Officers and Employees, Article I. Register of Deeds**

Corporation Counsel Dawn Klockow explained the ordinance to require parcel identification numbers on all conveyance documents.

*Motion/second (Jenkins/Mulder)* to approve the ordinance Amending Chapter 60, Officers and Employees, Article I. Register of Deeds and forward to County Board for final approval.

- **Amending Ordinance, No. 800-04 Adopted 8-17-2004, §74-6. Optical disk and electronic record storage**

Corporation Counsel Dawn Klockow explained the amendment to allow original documents to be destroyed after proper electronic storage unless otherwise mandated.

*Motion/second (Mulder/Jenkins)* to approve the ordinance Amending Ordinance, No. 800-04 Adopted 8-17-2004, §74-6. Optical disk and electronic record storage and forward to County Board for final approval.

## **CORPORATION COUNSEL E-FILING DEBIT ACCOUNT WITH GREEN LAKE COUNTY CLERK OF COURT**

Corporation Counsel Dawn Klockow requested approval of a debit account set up with the Clerk of Court to be used for filing fees. *Motion/second (Jenkins/Mulder)* to approve the account with a deposit of \$300.00 to be transferred from another account. All ayes. Motion carried.

## **DEPARTMENT REPORTS**

- Corporation Counsel
- County Administrator
- County Clerk
- IT
- Register of Deeds
- Treasurer

Discussion held and updates given on reports submitted.

**COMMITTEE DISCUSSION**

**Future Meeting Date:** Regular Meeting- November 5, 2018 at 5:15 PM

**Future Agenda Items:**

**ADJOURNMENT**

Chairman Reabe adjourned the meeting at 6:28 PM.

Submitted by,



Liz Otto  
County Clerk