# ADMINISTRATIVE COMMITTEE MEETING December 10, 2007

The meeting of the Administrative Committee was called to order by Chairman, Orrin Helmer at 4:00 PM on Monday, December 10, 2007 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present:

Orrin Helmer

Absent – Gene Thom

Dan Priske John Brennan Mike Stoddard

Also Present:

Marge Bostelmann, County Clerk John Selsing, Corporation Counsel

Leone Seaman, Register of Deeds

Kathy Morris, Treasurer

### **AGENDA**

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

## **MINUTES**

Motion/second(Stoddard/Brennan) to approve the minutes of September 11, 2007, correcting the date and time. Motion carried.

## **PUBLIC COMMENTS** None

# **APPEARANCES** None

### CORRESPONDENCE

Letter from Art Egbert suggesting that Green Lake County put together a Strategic Business Plan and work cooperatively with Waushara and Marquette County. Helmer presented Resolution 35-2002 resolving that Marquette, Green Lake and Waushara County cooperate to jointly develop programs for shared governmental services. Bostelmann and Helmer will respond to Egbert outlining the cooperative efforts of the Counties.

*Motion/second(Priske/Brennan)* to authorize the Clerk and Chairman to respond to Egbert explaining the cooperative efforts of the Counties. Motion carried.

#### REPORTS

Treasurer – All the tax bills are printed. Total taxes are \$35,631,015.54. Interest rates are around 5%. The Treasurer is working on a new investment policy with the Finance Committee. Morris stated that the Treasurer's Conference had a program on security and they are working with Legislators on the agricultural penalty law. The Treasurer is working with the Clerk's office on an Accounts Receivable policy. A new accounts receivable software package will be used in 2008. Tax deed properties are being worked on now. Morris presented the conferences and meetings that she will attend this year. *Motion/second(Priske/Brennan)* to approve the report and attendance to meetings and conferences. Motion carried.

Register of Deeds – Seaman explained that the transfer returns at the end of November is about \$65,000. This is higher than last year. She also explained the increase costs for birth, death and marriage

certificates. The County does not receive any additional funds; all increases go to the state. Seaman also requested permission to attend her 2008 conferences and meetings.

*Motion/second(Stoddard/Brennan)* to approve the report and her attending the ROD conferences and meetings.

County Clerk – Bostelmann explained that this will be a big election year because of the Presidential election. Bostelmann also requested permission to attend her 2008 conferences and meetings. *Motion/second(Stoddard/Brennan)* to approve the report and her attending her meetings. Motion carried.

Corporation Counsel – Selsing elaborated on the tax deed properties he is working with Morris and how he is working with Matt Chier of the City of Berlin to resolve these issues and get the taxes paid and have the property back on the tax rolls.

Selsing also is working with HHS and Law Enforcement on the mental health protocol to reduce mental commitments.

Motion/second(Stoddard/Brennan) to accept the Corporation Counsel's report. Motion carried.

# **PURCHASE REQUESTS:** None

# **RESOLUTIONS/ORDINANCES** None

## **COMMITTEE DISCUSSION**

Next Meeting: March 11, 2008 at 4:00.

Future Agenda Items:

### **ADJOURNMENT**

Motion/second(Stoddard/Priske) to adjourn at 4:35 PM. Motion carried.

Submitted by,
Macy Balemon

Marge Bostelmann County Clerk