

ADMINISTRATIVE COMMITTEE MEETING
May 11, 2010

The meeting of the Administrative Committee was called to order by Chairman, Dan Priske at 4:00 PM on Tuesday, May 11, 2010 in the County Board Room, Courthouse, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Dan Priske
Tom Traxler
Gene Thom
Joanne Guden
Gene Henke

Also Present: Marge Bostelmann, County Clerk
Kathy Morris, Treasurer
John Selsing, Corporation Counsel
Sheriff Podoll

AGENDA

Motion/second(Guden/Traxler) to approve agenda. Motion carried.

MINUTES

Motion/second(Guden/Thom) to approve the minutes of February 1, 2009 with corrections and February 16, 2010. Motion carried.

PUBLIC COMMENTS None

CORRESPONDENCE None

REPORTS

Treasurer – Morris sent her report to the Committee. She explained that her office is currently sending out the second half notices for property tax. The County has paid off the \$5 million loan from the State Trust Fund. This saved the County \$304,591.33 in interest. Morris explained that she is a graduate of the Certified Public Managers Program and they are celebrating their 20th anniversary this year on June 4, 2010. Her project will be featured at the celebration and Morris would like to attend.

Motion/second(Guden/Henke) to approve Morris attending the 20th Anniversary celebration of the Certified Public Managers Program on June 4, 2010 in accordance with County Policy.

Register of Deeds – Seaman sent her report to the Committee. In her report she explained the “Flat Fee” legislation that has passed the Senate and the Assembly and will be signed by the Governor in May. The bill will change the fees charged by the Register of Deeds from \$11.00 for the first page and \$2.00 for each additional page to \$30.00 to record documents no matter how many pages.

County Clerk – Bostelmann reported that Sue Wendt will be retiring on May 20th. Interviews will be later in the meeting. Bostelmann has been working with the phones system transfer to the new building and getting ready for the new employee ID system for the new building. She also works with the Samuels group on paperwork/invoices/purchase requests. The Mascoutin Trail exchange of land

has been approved by the DNR and she is working with Scott Weir on the re-route. The purchasing duties will be moved from Deb Davey to the Account Clerk II position in the Clerk's office. The files and other paperwork will be moved next week.

Bostelmann explained that the Group Health Trust is planning a meeting in Las Vegas to tour the Medco state of the art dispensing pharmacy on September 2-3. Travel, lodging and meals are provided by the WCA Group Health Trust with no expense to the County.

Motion/second(Thom/Guden) to approve the Bostelmann attending the GHT meeting in Las Vegas. Motion carried.

Corporation Counsel – Selsing has been working with personnel issues. He has attended a seminar on collective bargaining. All the union contracts are finalized. The county won an arbitration regarding the lay off of part time employees.

Motion/second(Guden/Henke) to accept the reports as presented. Motion carried.

PURCHASE REQUESTS – None

RESOLUTION/ORDINANCES – None

CLOSED SESSION

Motion/second(Traxler/Thom) to move into closed session per ss. 19.85(1)(c) Interviews Account Clerk II position, employee evaluations (f)employee matters, and (g) confer with legal counsel. Roll call vote, 5 ayes, 0 nays, motion carried.

RESUME OPEN SESSION

Motion/second(Thom/Traxler) to resume open session. Roll call vote, 4 ayes, 0 Nays

RESULTS OF CLOSES SESSION

Interviews were held and an offer will be made after the background check is completed.

COMMITTEE DISCUSSION

Future Meeting Date: Regular meeting on August 2 at 4:00 PM.

Future Agenda Items:

ADJOURNMENT

Motion/second(Thom/Guden) to adjourn at 6:10 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk