

ADMINISTRATIVE COMMITTEE MEETING

August 3, 2020

The meeting of the Administrative Committee was called to order by Chairman Harley Reabe at 4:30 PM on Monday, August 3, 2020 in the County Board and via Zoom format at the Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via Zoom due to the COVID-19 pandemic. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Harley Reabe
Keith Hess
Katie Mehn
Dennis Mulder

Absent: Brian Floeter

Other County Employees Present: Liz Otto, County Clerk; Amanda Toney, Treasurer; Bill Hutchison, IT Director (Zoom); Cathy Schmit, County Administrator; Corporation Counsel Dawn Klockow; Renee Thiem-Korth, Deputy Register of Deeds

MINUTES

Motion/second (Hess/Mehn) to approve the minutes of June 15, 2020 as presented with no errors or corrections. Motion carried with no negative vote.

DEPARTMENT REPORTS

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

All reports were reviewed and discussed by the Committee.

RESOLUTIONS

- **Emergency Declaration for Green Lake County**

Motion/second (Mulder/Hess) to approve the resolution and forward to County Board for final approval. Discussion held. Motion carried with no negative vote.

2021 BUDGET DISCUSSION

Preliminary 2021 budget outlines were presented and explained for each department. Discussion held.

LINE ITEM TRANSFER

- **Corporation Counsel – Office Expenses**

Corporation Counsel Dawn Klockow explained her request to transfer \$460 from the travel account to the office expense account to purchase a new desk chair.

Motion/second (Hess/Mulder) to approve the line item transfer and forward to the County Administrator. Discussion held. Motion carried with no negative vote.

CLOSED SESSION

- **Consider motions to convene into Closed Session – Wis. §19.85(1)(c) to consider employment, compensation or performance evaluation data of specific public employees**

over which the governmental body has jurisdiction or exercises responsibility – this Closed Session is regarding quarterly evaluation update of the County Administrator.

Motion/second (Mehn/Hess) to enter into Closed Session at 5:04 PM. Roll call vote – Ayes - 4 , Nays – 0, Absent – 1 (Floeter). Motion carried.

County Clerk Liz Otto was excused.

ADJOURNMENT

Chair Reabe adjourned the meeting at 5:55 PM.

Submitted by,



Liz Otto
County Clerk