

**Administration Committee**  
**Administrator/County Board Size Subcommittee**  
**Minutes**  
**June 10, 2014**

**Committee members present:** Chair David Hintz, Tom Kelly, Alex Young, Lisa Charbarneau, and Brian Desmond. Excused: Ted Cushing and Margie Sorenson.

**Others present:** Bill Freudenberg (County Board Supervisor), Jonathan Anderson (media), and Dan Gleason.

**Call to order:** Chairman David Hintz called the meeting to order at 9:30 a.m. in Committee Room #1 of the Oneida County Courthouse noting the meeting has been properly posted in accordance with the Wisconsin Open Meeting Law and is handicapped accessible.

**Approve agenda:** Motion by Tom Kelly to approve the agenda, second by Brian Desmond. All ayes; motion carried.

**Charge of subcommittee:** Hintz discussed the two charges of the subcommittee; (1) the question of should the county hire a County Administrator and (2) provide input and recommendations on the reduction of the County Board size from 21 to possibly 9 members. Kelly expressed concern that 9 County Board members would have difficulty handling and staffing all the committees to run county government. Hintz recommended approaching the County Administrator question first, since reducing the size of the board without having an administrator would be difficult.

County Administrator:

Hintz discussed the areas that would need to be addressed; duties, costs, benefits, other issues, impact on current work process, and finally the size of County Board. Hintz stressed that changing to an administrator would be significant change for the county. Kelly volunteered to research duties, Hintz costs, Alex Young benefits, and Lisa Charbarneau other issues, at which point Kelly asked why an earlier attempt to implement a County Coordinator was unsuccessful. Desmond noted that the County Coordinator was a hybrid designation the county made up versus an administrator where there are set statutory duties and goals, and therefore should highlight the changes and differences between the positions when researching the benefits. Kelly asked for further clarification of the differences; Desmond offered to provide reference materials from the UW Extension website to the subcommittee. Desmond volunteered for

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impact on current work process and commented that there would likely be statutory guidelines that will come into play regarding the size of the county board. Desmond brought up the additional issue of the drawbacks versus the benefits. Hintz agreed and changed benefits to pros and cons. Charbarneau discussed the possibility of visiting with counties that had elected to make the change to a County Administrator. Dodge, Portage, and Marathon counties were mentioned as possible considerations. Kelly questioned what the public perception might be and Hintz offered the UW Extension for possible survey. Desmond pointed out that the August deadline would not likely allow for survey completion; however, Hintz commented his impression is that the deadline was for consideration of whether or not to continue moving forward with the evaluation process rather than an up or down vote to hire a County Administrator.

County Board size:

Desmond noted if the size of the County Board is changed, North Central Wisconsin Regional Planning Commission (NCWRPC) would need to be contacted and a time frame established for redistricting before the election. Charbarneau offered to contact NCWRPC regarding the time frame required to redistrict. Young noted that redistricting would need to be complete before nominating papers are taken out. Desmond estimated the window to complete the process would be about a year and a half. Young added County Board size should be addressed after it is determined how it will affect work flow and impact the community structure.

**Plan for approaching charge of Committee:** Hintz asked for any additional comments regarding the approach. Kelly pointed out that the process will take longer than one or two meetings. Hintz agreed and indicated that the frequency of meeting dates would be addressed.

**Public comments/communications:** Bill Freudenberg agreed with the comments on the table and that it is a major step and was glad the question of the difference between a coordinator and an administrator was addressed.

**Next Meeting Dates(s):**

June 24, 2014

July 8, 2014

July 22, 2014

**Items to be included on next agenda:** Continue to follow the current outline and approach.

**Adjournment:** Motion by Kelly to adjourn, seconded by Young. All ayes, motion carried.  
Meeting adjourned at 10:02 a.m.

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David Hintz  
Committee Chair

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Dan Gleason  
Recording Secretary

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