

**Administration Committee
October 8, 2012
Minutes**

Committee members present: Chair David Hintz, Sonny Paszak, Denny Thompson, Jerry Shidell, Ted Cushing.

Others present: Mary Bartelt (County Clerk), Kris Ostermann (Treasurer), Lynn Grube (ITS), Margie Sorenson (Finance), and Kerri Ison.

Call to order: Chairman Hintz called the meeting to order at 9 a.m. in the County Board Room of the Oneida County Courthouse noting the meeting had been properly posted and mailed in accordance with the Wisconsin Open Meeting Law.

Approve agenda: Motion by Paszak/Thompson to approve today's agenda with the order of items at the Chair's discretion. All ayes; motion carried.

Out of state travel request: Grube requested travel for Computer Technician to attend to attend a New World System User Group meeting in Brooklyn Park, Minnesota on 10/10/12. Request includes one night lodging and meals; employee will travel with Sheriff's Department staff. Motion by Cushing/Thompson to approve the out-of-state travel request for the ITS staff as presented. All ayes; motion carried.

Resolution regarding Commission of Public Land, State Trust Fund for ABX: Bartelt submitted the resolution for the ABX loan using BCPL's language as required and discussed at the 9/28/12 meeting. Motion by Cushing/Thompson to approve the resolution for the ABX loan as presented. All ayes; motion carried.

Vouchers, reports and purchase orders:

County Clerk:

- Motion by Shidell/Cushing to approve the vouchers for the Oneida County Clerk as presented. All ayes; motion carried.
- Deputy Clerk I/Election Specialist: Bartelt provided history and background information on the position. Originally this position was 100%; in 2010 the position was reduced to 50% and in February 2012 the position was increased to 80% due to redistricting and GIS mapping for the SVRS system. Recently, the GAB purged voters who did not vote between 2007 and 2011; those who were purged and now wish to vote will need to re-register. MyVote allows citizens to register online but their registrations must be sent to their municipal clerk. If Oneida County is their relier, the Clerk's office must handle the registrations or voters will not be included in the poll books. She also believes more changes will be coming from the GAB. All of these things will increase workload for the office. Bartelt requested the Deputy Clerk I/Election Specialist position remain at 80% in the future and included this in the 2013 budget request. Committee will address the issue during the County Clerk portion of the budget hearings.
- Bartelt discussed the issue of using a mail service and the hurdles involved.

Treasurer:

- Ostermann presented resolution designating public depositories. This is a yearly State Statute requirement. Motion by Cushing/Thompson to approve the resolution designating public depositories as presented. All ayes; motion carried.
- Ostermann presented resolution giving the Finance Director authority to make the investments on behalf of Oneida County. Discussion followed. Motion by Cushing/Shidell to approve the resolution giving the Finance Director authority to make investments as presented. All ayes; motion carried.

Finance:

- Motion by Cushing/Paszak to approve the Finance Department vouchers as presented. All ayes; motion carried.

ITS:

- Motion by Cushing/Thompson to approve the ITS vouchers as presented. All ayes; motion carried.

Public comment: None.

Adjournment: Motion by Shidell/Cushing to adjourn at 9:27 a.m.

Respectfully submitted,

Kerri Ison, Recording Secretary

David Hintz, Chair