



# Calumet County Clerk

206 Court Street  
Chilton, WI 53014

**Beth A. Hauser, Clerk**

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(920) 849-1458

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Phone Number:**  
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(920) 849-1469

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May 2, 2018

## ADMINISTRATIVE SERVICES COMMITTEE MEETING AGENDA

DATE: Tuesday, May 8, 2018  
TIME: 8:30 a.m.  
PLACE: Calumet County Courthouse  
206 Court St., Chilton, WI 53014  
**Room 017** (Enter West Entrance "B")

### AGENDA:

1. Meeting Announcement and Posting
2. Roll Call
3. Pledge of Allegiance
4. Election of Chair and Vice Chair
5. Approval of Agenda
6. Approval of Minutes of the April 10, 2018 Meeting
7. Public Participation
8. Report of Committee Members
9. Communications
10. **REPORT OF DEPARTMENTS**
  - ❖ **Department of Administration**
    - A. Review and approve Ordinance to amend the Calumet County Code of Ordinances Amending Chapter 14, Emergency Services
    - B. Update on third floor space (no action needed)
    - C. Contract Updates
    - D. Hiring Update
  - ❖ **Finance**
    - A. Review and approve revision of the undesignated fund balance resolution
    - B. Review 1<sup>st</sup> quarter 2018 general fund account status report
    - C. Discuss recent Open Records Request for wages/title
    - D. Investment Report
  - ❖ **Information Services**
    - A. Review of Information Services Department Projects
      - Network / Operations
      - Internet

11. Set Next Meeting Date (June 12, 2018 at 8:30 A.M.)

12. Adjournment

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**So as not to disturb the meeting, all cell phones must be placed on vibrate, and all calls taken outside the meeting room.**

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Personnel Department at (920) 849-1611 at least twenty four (24) hours before the scheduled meeting time so appropriate arrangements can be made.

This is a public meeting. As such, all members or a majority of the members of the County Board may be in attendance. While a majority of the County Board members, or the majority of any given County Board Committee, may be present only the above committee will take official action based on the agenda.