

The Administrative Services Committee of Calumet County was called to order on Tuesday, April 11, 2023, at 8:30 AM, in Room 017, Calumet County Courthouse, with the following members present:

1 ROLL CALL

Committee Members Present: Chair Merlin Gentz; Supervisors Ronald Dietrich, Chad Doran, Ken Irwin, Mary Schwalenberg, Pete Stier and Tom Stoffel.

Staff and Others Present: John Anderson, I.T. Director; Alice Connors, County Board Chair; Beth Hauser, County Clerk; Adam Hernke, Facilities Director; David Maccoux, Finance Director; Matt Payette, Director of Operations; Todd Romenesko, County Administrator; Kimberly Tenerelli, Corporation Counsel; and Michelle Wright, Human Resources Director.

2 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3 APPROVAL OF AGENDA

Moved by Supervisor Irwin and seconded by Supervisor Schwalenberg to approve the agenda as presented. Motion carried unanimously.

4 APPROVAL OF MINUTES

Moved by Supervisor Stier and seconded by Supervisor Schwalenberg to approve the minutes from the March 14, 2023 meeting. Motion carried unanimously.

5 SUPERVISOR REPORTS

Supervisor Diedrich - in NACO newsletter, Telluride County, Colorado, citizens volunteer and get credit for taxes.

6 DEPARTMENTAL REPORTS

a) **DEPARTMENT OF ADMINISTRATION**

- **Courthouse Remodel Project Update** - Matt provided the following update: bids are due by May 10. Project should start around the end of May and be completed by the end of October.

b) **FINANCE DEPARTMENT**

- David reviewed the first quarter 2023 ARPA Financial Report with the Committee. General discussion.

- **Moved** by Supervisor Schwalenberg and seconded by Supervisor Stier to approve a Resolution amending the 2023 Budget for the expenditure of American Rescue Plan Act Funds and to forward to County Board for adoption. Motion carried unanimously.

c) **COUNTY CLERK**

- Beth provided a recap of 2023 Elections for the Committee. General discussion.
- **Moved** by Supervisor Dietrich and seconded by Supervisor Schwalenberg to approve a Resolution Prohibiting the Use of Private Donations to Administer Elections and to forward to the full County Board for adoption. Motion carried unanimously.

7 NEXT REGULAR MEETING DATE

May 9, 2023 at 8:30 AM

8 CLOSED SESSION

At 8:57 AM, **moved** by Supervisor Dietrich and seconded by Supervisor Stier to go into closed session according to Wis. Stat. 19.85(1)(g)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, specifically to discuss the contract status regarding Samuels Group. Roll Call was taken and motion carried unanimously.

9 ADJOURNMENT

Chair Gentz adjourned the meeting at 9:35 AM.

Beth A. Hauser, Recording Secretary