

RESOLUTION #28-2014

Resolution offered by the Supervisors of the Administration Committee

Resolved by the Board of Supervisors of Oneida County, Wisconsin:

WHEREAS, Oneida County has a \$50 million dollar per year budget; and
WHEREAS, Oneida County has approximately 285 full time employees; and
WHEREAS, any company with the number of employees and annual budget the size of Oneida County “requires” a Chief Executive Officer; and
WHEREAS, Oneida County has no “Chief Executive Officer”; and
WHEREAS, Wisconsin State Statute s. 59.18 allows for a County to hire a County Administrator by resolution of the County Board (see below); and
WHEREAS, it is in the best interest of Oneida County to hire a County Administrator.
NOW, THEREFORE, BE IT RESOLVED, by the Oneida County Board of Supervisors that the Office of County Administrator is hereby created.
BE IT FURTHER RESOLVED, that the Labor Relations and Employee Services Committee shall develop a job description, and compensation plan for the County Administrator and staff.

Vote Required: Majority = _____ 2/3 Majority = _____ ¾ Majority = _____

The County Board has the legal authority to adopt: Yes _____ No _____ as reviewed by the Corporation Counsel, _____, Date: _____

Approved by the Administration Committee this _____ day of _____, 2014.

Consent Agenda Item: _____ YES _____ NO

Offered and passage moved by: _____ Supervisor
 _____ Supervisor
 _____ Supervisor
 _____ Supervisor
 _____ Supervisor

_____ Ayes
 _____ Nays
 _____ Absent

52 _____ Abstain

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55 _____ Adopted

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57 by the County Board of Supervisors this _____ day _____, 2014.

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59 _____ Defeated

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61 _____
62 Mary Bartelt, County Clerk

61 _____
62 Ted Cushing, County Board Chair

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64
65 **59.18 County administrator.**

66 (1) **Appointment.** Counties having a population of less than 500,000 may by
67 resolution of the board or by petition and referendum create the office of county
68 administrator. The county administrator shall be appointed by majority vote of the
69 board. Such petition and election shall follow the procedure provided in s. 9.20 (1) to
70 (6). If any member of the board is appointed as county administrator, his or her status
71 as a member of the board is thereby terminated, except that in the case of a vacancy
72 in the office of county administrator by reason of removal, resignation or other cause,
73 the board may appoint any member of the board as acting county administrator to
74 serve for a period of 15 days while the board is considering the selection of a county
75 administrator.

76 (2) **Duties and powers.** The county administrator shall be the chief administrative
77 officer of the county. The county administrator shall take care that every county
78 ordinance and state or federal law is observed, enforced and administered within his
79 or her county if the ordinance or law is subject to enforcement by the county
80 administrator or any other person supervised by the county administrator. The duties
81 and powers of the county administrator shall be, without limitation because of
82 enumeration, to:

83 (a) Coordinate and direct all administrative and management functions of the
84 county government not otherwise vested by law in boards or commissions, or in
85 other elected officers.

86 (b) Appoint and supervise the heads of all departments of the county except
87 those elected by the people and except where the statutes provide that the
88 appointment shall be made by elected officers; but the county administrator shall
89 also appoint and supervise all department heads where the law provides that the
90 appointment shall be made by a board or commission, by the chairperson of the
91 county board or by the county board. Notwithstanding any statutory provision
92 that a board or commission supervise the administration of a department, the
93 department head shall supervise the administration of the department and the
94 board or commission shall perform any advisory or policy-making function
95 authorized by statute. Any appointment by the county administrator under this
96 paragraph requires the confirmation of the county board unless the board, by
97 ordinance, elects to waive confirmation or unless the appointment is made under
98 a civil service system competitive examination procedure established under s.
99 59.52 (8) or ch. 63. Any department head appointed by a county administrator
100 under this paragraph may be removed at the pleasure of the county administrator
101 unless the department head is appointed under a civil service system competitive
102 examination procedure established under s. 59.52 (8) or ch. 63.

103 (c) Appoint the members of all boards and commissions where the statutes
104 provide that such appointment shall be made by the county board or by the
105 chairperson of the county board. All appointments to boards and commissions by
106 the county administrator shall be subject to the confirmation of the county board.

107 (3) Administrative secretary to county administrator; staff. The county administrator
108 may appoint an administrative secretary, and additional staff assistants, as
109 necessary.

110 (4) Compensation of county administrator and staff. The board shall fix the
111 compensation of the county administrator, the county administrator's administrative
112 secretary and the county administrator's staff assistants.

113 (5) Message to the board; submission of annual budget. The county administrator
114 shall annually, and otherwise as necessary, communicate to the board the condition
115 of the county, and recommend such matters to the board for its consideration as the
116 county administrator considers expedient. Notwithstanding any other provision of the
117 law, the county administrator shall be responsible for the submission of the annual
118 budget to the board.

119 (6) Qualifications for appointment. The county administrator shall be appointed
120 solely on merit. In appointing the county administrator, the board shall give due
121 regard to training, experience, administrative ability and general qualifications and
122 fitness for performing the duties of the office, and no person shall be eligible to the
123 office of county administrator, who is not by training, experience, ability and
124 efficiency qualified and generally fit to perform the duties of such office. No weight or
125 consideration shall be given by the board to residence, to nationality, or to political or
126 religious affiliations.

127 (7) Removal. The board may remove the county administrator at any time that the
128 county administrator's conduct of the county administration becomes unsatisfactory,
129 and engage a successor. The action of the board in removing the county
130 administrator shall be final.

131 (8) Vacancy, how filled. A vacancy in the office of the county administrator by reason
132 of removal, resignation or other cause, shall be filled by appointment by majority vote
133 of the board.
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