

SHEBOYGAN COUNTY ORDINANCE NO. 06 (2006/07)

Re: **Converting County Administrative Coordinator Position to County Administrator Position and Appointing the Current Administrative Coordinator to County Administrator Position**

WHEREAS, the increasing complexity of County government issues requires the County Board to continually improve methods of providing courteous, responsive, efficient, and effective services to the citizens of Sheboygan County, and

WHEREAS, Wis. Stat. § 59.18 allows counties the size of Sheboygan County to create the position of County Administrator and exercise the powers as provided therein, and

WHEREAS, increasingly, counties closer to Sheboygan County's size are finding that a County Administrator system is a more efficient and effective way of delivering services to their citizens because it allows the elected Supervisors to focus on policy and allows managerial and administrative decisions to be handled by the County Administrator, and

WHEREAS, the current County Administrative Coordinator should be appointed County Administrator and assigned the County Administrator duties as set forth hereafter in the Code revision and in the County Administrator Position Description, copies of which are on file in the Offices of County Clerk and Human Resources Department;

NOW, THEREFORE, the County Board of Supervisors of the County of Sheboygan does ordain as follows:

Section 1. **Creating Chapter Regarding County Administrator**. Chapter 43 of the Sheboygan County Code of Ordinances is hereby created to read as follows:

CHAPTER 43
COUNTY ADMINISTRATOR

- 43.01 **AUTHORITY**. This Chapter is enacted pursuant to authority given to Sheboygan County under Wis. Stat. § 59.18.
- 43.02 **OFFICE OF COUNTY ADMINISTRATOR**. There is created an Office of County Administrator for Sheboygan County with all duties and powers as set forth under Wis. Stat. § 59.18. This office shall replace the Office of Administrative Coordinator created through the enactment of Ordinance No. 15 (1997/98) and the incumbent Administrative Coordinator shall be appointed to serve as County Administrator.
- 43.03 **APPOINTMENT**. County Administrator vacancies shall be appointed by majority vote of the County Board.
- 43.04 **CONTINUING DUTIES, STRUCTURE, AND CLASSIFICATION**. All references in the Code to "Administrative Coordinator" hereafter shall mean the "County Administrator" position.
- 43.05 **APPOINTMENTS AND RESPONSIBILITIES**. The County Board's right to elect and appoint its own officers and assign Committee membership as provided in Chapter 2 of the Code is reaffirmed. All other references in the Code to appointments made by the County

Board Chairperson, Executive Committee, or County Board shall mean that the appointments shall be made by the County Administrator after conferring with the County Board Chairperson and any appropriate standing Committee unless, pursuant to Wisconsin Statutes, the appointment power remains with the County Board Chairperson or County Board notwithstanding the creation of the Office of County Administrator.

- 43.06 CONFIRMATION OF APPOINTMENTS. Any appointments made by the County Administrator under Section 43.05 above, except Department Heads, shall be confirmed by the County Board. Any appointment of a Department Head made by the County Administrator shall be confirmed by the Liaison Committee to whom the Department Head is assigned.
- 43.07 BUDGETARY RESPONSIBILITIES. The County Administrator shall submit an annual budget to the County Board in conjunction with the Finance Committee, Executive Committee, and the Finance Director under the provisions of Chapter 5 of this Code.
- 47.08 SUPERVISORY RESPONSIBILITIES. Notwithstanding any Code provisions to the contrary, the County Administrator shall supervise the heads of all Departments except those elected by the people.
- 43.09 REMOVAL. The County Administrator may be removed by the County Board as provided in Wis. Stat. §§ 59.18 and 17.10(2).

Section 2. **Effective Date.** The herein Ordinance shall take effect upon enactment.

Respectfully submitted this 18th day of July, 2006.

EXECUTIVE COMMITTEE

William C. Goehring
William C. Goehring, Chairperson

Jerald A. Holub
Jerald A. Holub, Vice-Chairperson

Donald A. Schramm
Donald A. Schramm, Secretary

Charles W. Conrardy
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Michael J. Vandersteen
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