

WEBSITE AD HOC COMMITTEE
MEETING-5th Floor-Conference Room
MARCH 9, 2026 – 10:00 AM
MINUTES

A. Call to Order

County Clerk, Jennifer Kelly, called the meeting to order at 10:01 a.m.

B. Roll Call

Present By Microsoft Teams:
County Clerk, Jennifer Kelly

In Person: Commissioner, Gretchen Janssen; and Alex Radke, IT (joined at 10:05).

C. Approval of Agenda/Additions

A Motion was made by Commissioner Janssen and seconded by Jennifer Kelly to approve the agenda as presented.

The Motion carried by a voice vote. Ayes 2, Nays 0.

D. Approval of February 18, 2026 minutes

A Motion was made by Commissioner Janssen and seconded by Jennifer Kelly to approve the February 18, 2026 minutes as presented.

The Motion carried by a voice vote. Ayes 2, Nays 0.

E. Public Comments

None.

New Business

1. Discuss the responses from the Department Heads regarding updating the County Website

Jennifer Kelly stated she received no responses from any department heads. Alex Radke stated he had spoken with the Treasurer's Office and the Probate Court and they may be responding.

The Committee discussed the website maybe needing an Events Calendar and to have the current meeting be on the top instead of it being the last meeting scheduled for the year being on the top. There are no Rules of Order on the website.

Commissioner Janssen will draft a letter and email it to Jennifer and Alex and will request it be put on the March 10th Commissioner's Agenda.

The Committee agreed to a new deadline for department heads to respond to of March 27, 2026.

2. Next meeting date and time.

The Committee will meet next on Monday, March 30, 2026 at 10:00 a.m. in the same location (5th floor conference room in the Courthouse) with Microsoft Teams available.

F. Public Comments

None.

J. Adjournment

Motion was made by Commissioner Janssen and seconded by Alex Radke to adjourn the meeting at 10:33 a.m.

The Motion carried by a voice vote. Ayes 3, Nays 0.

GRETCHEN JANSSEN

ALEX RADKE

JENNIFER KELLY
COUNTY CLERK/REGISTER OF DEEDS

APPROVED: _____
JK