

## FINANCE COMMITTEE

April 24, 2008

The meeting of the Finance Committee was called to order by Secretary Marge Bostelmann at 4:30 PM on Thursday, April 24, 2008, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met.

Present: Dan Priske  
Deb Schubert  
Susan McConnell  
Alma Hedberg  
Eugene Schroeder

Also Present: Marge Bostelmann, County Clerk  
Orrin Helmer, Board Chair  
Kathy Morris, Treasurer  
Mark Podoll, Sheriff  
Winn Collins, District Attorney  
Linda Van Ness, HHS Director

### AGENDA

*Motion/second (Schubert/Priske)* to approve the amended agenda. Motion carried.

### ELECTION OF OFFICERS

*Motion/second(Schubert/Schroeder)* to nominate Daniel Priske as chairperson.

*Motion/second (Schroeder/Schubert)* to close nominations and cast a unanimous ballot for Daniel Priske, as Chair. Motion carried.

*Motion/second(Schroeder/McConnell)* to nominate Deb Schubert as vice-chair.

*Motion/second(Schroeder/McConnell)* to close nominations and cast a unanimous ballot for Schubert as vice-chair. Motion carried

### MINUTES

*Motion/second(Schubert/Priske)* to approve the minutes of March 27, 2008. Motion carried.

PUBLIC COMMENT – 3 Minute limit None

CORRESPONDENCE None

APPEARANCE None

### TREASURER'S REPORT

Morris sent the report to the committee. Morris reviewed and explained the report for the new committee members. Morris explained the tax deed process also. The committee will view tax deed property in August.

*Motion/second(McConnell/Schubert)* to accept the Treasurer's report. Motion carried.

## **BUDGET REVIEW**

The Committee reviewed the monthly print out. Morris explained forest crop land and payment in lieu of taxes. Bostelmann explained that the cost for Termination of Parental Rights (TPR) in the Corporation Counsel Budget is high because of a recent jury trial. A grant has been requested to offset the expense. Discussion was held on expenditures.

## **BUDGET ADJUSTMENTS**

Linda Van Ness appeared to discuss budget adjustments:

Increase in revenue and expense of \$684 for the alternative care budget because of additional funds from the Adam Walsh Foster/Adoptive Parents Finger printing addendum.

Increase in youth aids for \$4631

Decrease in birth to three program for \$433

Van Ness presented a budget adjustment for the Family Care Contribution. The County Board passed a resolution in December 2007 authorizing Green Lake County to participate in the Family Care Program. The resolution included an explanation of the County Contribution which involves the County paying on a buy down basis over a 5 year period the funding provided by the County for long -term care in CY 2006. The resolution authorized the County Finance Committee to establish the mechanism for payment. Van Ness spoke to the County auditor who suggested the following:

\* Establish an expense account for the DHHS budget to fund the County contribution. There will not be a corresponding revenue account within the DHHS budget. Revenues to fund this will come from the DHHS Undesignated Reserve Account which can only be used for human services. The County balance sheet will reflect the transaction.

*Motion/second(Schubert/McConnell)* to approve the budget adjustment requests. Motion carried.

## **EXPERT WITNESS BUDGET - DA**

Winn Collins explained that he tries not to use expert witnesses because of the cost. He used an expert witness and the account is not in the red but may be later if other expert witnesses are needed this year.

## **ACCOUNTS RECEIVABLE POLICY**

Bostelmann presented the accounts receivable policy that was reviewed by the auditor. The auditor suggested that all write-offs be taken to the Finance Committee for notification and approval. Bostelmann also presented the Green lake County Department of Health & Human Services Billing/Collection Procedures. Van Ness stated that the HHS department does not take write-offs to the Committee. She stated that the HHS department has to keep a level of privacy relating to clients.

## **RESOLUTIONS/ORDINANCES** None

## **SUPERVISORS CLAIMS**

The Committee reviewed the supervisor's claims in the amount of \$5,123.70 and lay

persons' claims in the amount of \$84.14.

**VOUCHERS**

Vouchers were presented for \$32,279.72 for Finance.

**Motion/second (Schubert/Schroeder)** to approve the supervisors' and lay persons' claims and the Finance vouchers. Motion carried.

**CLERK'S REPORT** None

**COMMITTEE DISCUSSION**

Priske stated that he would like a memo sent to all department heads requesting they review mission statement, update it and set goals of what they want to achieve this year and review all services they provide. Discussion was held. The 2009 budget directive will be on the next agenda for action and discussion.

Schroeder requested that the Long Range Plan be on the finance agenda each month so the project can be discussed.

**Future meeting dates:** Thursday, May 29, 2008 at 4:30 PM.

**Future Agenda items:** 2009 Budget Directive and Long range plan,

**ADJOURNMENT**

**Motion/second (Schubert/Schroeder)** to adjourn at 5:45 PM. Motion carried.

Submitted by,



Margaret Bostelmann  
County Clerk