

FINANCE COMMITTEE

April 25, 2013

The meeting of the Finance Committee was called to order by Chair Deb Schubert at 4:30 PM on Thursday, April 25, 2013, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met.

Present: Deb Schubert
Joanne Guden
Harley Reabe
Margaret Whirry

Absent: Jack Meyers

Also Present: Marge Bostelmann, County Clerk
Kathy Morris, Treasurer
Becky Pence, Highway
Mike Starshak, Supervisor
Maureen Schweder, Supervisor

Dan Hurst, Corporation Counsel
Sue Wendt, Supervisor
Amy Brook, Highway Commissioner
Lori Evans, Admin Assist, LE

The Pledge of Allegiance was recited.

AGENDA

Motion/second (Whirry/Reabe) to approve the amended agenda. Motion carried.

MINUTES

Motion/second (Guden/Reabe) to approve the minutes of the March 28, 2013 inserting the word “property” on second page after McFarlin. Motion carried.

PUBLIC COMMENTS – None

CORRESPONDENCE – None

OPEN TAX DEED BIDS – None

TREASURER’S MONTHLY REPORT

Morris presented her report. The sales tax to be received in May is \$68,725.33. All new bond funds have been received and the loans outlined in March have been paid. Lottery credits payments were calculated and distributed to all taxing entities in April.

Morris reported U.S. Bank notified her office that they will be paying the taxes on the McFarlin property in the Town of Princeton. Discussion was held.

Motion/second(Reabe/Guden) if a check is not received by May 10th Morris will move forward with taking the tax deed. Roll call vote, all ayes, motion carried.

Certified letters will be sent out in June regarding 2009 delinquent taxes. There are 84 different parcels owned by 50 people. This compares to 56 parcels last year.

Boat launch fees to date are \$200.

Motion/second (Guden/Harley) to accept the Treasurer's Report. Motion carried.

DEPARTMENT HEAD REPORT – AMY BROOKS, HWY

Brooks reported that it has been a long winter but overall the expenditures are in line. To date the budget is looking good for the year. Schubert thanked Brooks for the information presented.

BUDGET ADJUSTMENTS

Mark Podoll sent a letter requesting a revenue account number for grant funds received for squad and squad equipment .

Motion/second(Whirry/Reabe) to approve the revenue account as requested.

Bostelmann asked approval for a budget adjustment for the Corporation Counsel budget. The budget approved in November 2012 did not have broken down line item expenses. All funds were listed under office equipment She has worked with Hurst to set up a budget that includes expense items and estimates for 2013. The adjusted budget was presented to the Committee. Hurst stated that this will help in developing an accurate 2014 budget.

*Motion/second(Guden/Whirry)*to accept the adjustment budget for corporation counsel. Motion carried.

BUDGET REVIEW

Reabe questioned the Chargeback line item in the Treasurer's budget. Morris will be asked to explain this at the next meeting.

RESOLUTIONS/ORDINANCES – None

SUPERVISOR'S MONTHLY CLAIMS

Supervisors' claims were presented in the amount of \$4,820.13 and \$404.60 for lay people.

MONTHLY VOUCHERS

Vouchers were presented for Finance in the amount of \$77,548.47 and IT in the amount of \$25,970.25.

Motion/second (Reabe/Guden) to approve the supervisor's claims, lay people claims and the vouchers for Finance. All ayes. Motion carried.

CLERK'S REPORT

Bostelmann reported that last month the Committee discussed establishing an account for retirement payout funds. Bostelmann explained that the payroll paid in January for the last two weeks in December will be moved back to the 2012 budget, so in essence there is no extra payroll money due to the payroll lag. Bostelmann also discussed this with the auditor who stated that retirement payouts should be expensed from the department that the person worked in. Also with the change in the Personnel Policy and Procedures Manual the amount of payout at time of retirement will continue to decrease in the future.

The auditors were here for the week of April 1st to 5th. The audit went well; advice and insight for improvement of procedures was discussed.

Quarles and Brady has suggested that the County adopt a resolution relating to Post-Issuance Compliance Policy for Tax-Exempt and Tax Advantaged Obligations and Continuing Disclosure. Hurst is reviewing the model resolution and will bring it to the Committee next month.

COMMITTEE DISCUSSION

- **Future meeting dates:** Regular meeting: May 30, 2013 at 4:30
- **Future Agenda:**

ADJOURNMENT

Motion/second (Guden/Whirry) to adjourn at 5:00 PM. All ayes. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk