

**FINANCE COMMITTEE  
AUGUST 23, 2017**

The meeting of the Finance Committee was called to order by Chair Harley Reabe at 10:00 AM on Wednesday, August 23, 2017, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Harley Reabe  
Larry Jenkins  
Joanne Guden  
Dennis Mulder  
Robert Lyon

Also Present: Liz Otto, County Clerk  
Amy Brooks, Hwy Commissioner  
Lori Evans, SO Adm Asst  
Kayla Yonke, Account Specialist  
Sue Wendt, Supervisor #10  
Amanda Toney, Treasurer  
Nicole Feavel, HR Coordinator (10:10)  
Cathy Schmit, County Administrator  
Dawn Klockow, Corporation Counsel (10:30)  
Jon Trautman, Schenck SC

**AGENDA**

*Motion/second ( Guden/Lyon)* to approve the agenda. All ayes. Motion carried.

**MINUTES**

*Motion/second (Jenkins/Mulder)* to approve the minutes of July 26, 2017. All ayes. Motion carried.

**PUBLIC COMMENTS** – none

**CORRESPONDENCE** – none

**APPEARANCES**

- Jon Trautman, Schenck SC – 2016 audit  
Jon Trautman explained the findings of the 2016 audit to the committee. He focused on the financial report as well as the management letter. Trautman stated the county is doing well with a 27% reserve balance for 2016 which is above our minimum fund policy of 20% at year end. He recommends the County Board review the carryover accounts to reduce or consolidate those in the future as well as work toward doing more of the Uniform Grant Guidance on our own and the year end entries. Trautman also informed the committee of new standards under GASB74 and GASB75.

**VANDE LAKE & LAND, LLC PROPERTY DISCUSSION**

Treasurer Amanda Toney gave an update on the property. Discussion held on the property owner's current payment status. 2012 taxes are now paid in full. A letter was sent via certified mail stating that the contract had been violated due to an NSF check for his final 2012 tax payment. A second check has since been received and has cleared the bank. The second check included the funds for the NSF fee. 2013 property taxes remain delinquent as of today. Since the original letter sent via certified mail was never signed for, Corporation Counsel will draft a letter and have it served via the Sheriff's Office. The letter is to inform the property owner of the contract violation as well as to inform him that no future contracts will be drafted for the delinquent taxes.

## **CREDIT CARD REQUEST APPROVALS**

A credit card was requested for Nicole Feavel, HR Coordinator, and Bruce Przybyl, Highway Laborer.

*Motion/second (Mulder/Guden)* to approve credit card requests as submitted. All ayes. Motion carried.

## **TREASURER'S MONTHLY REPORT**

Treasurer's report reviewed. Discussion held. Sales tax figures are up from last year.

## **TAX DEED UPDATE**

Treasurer Amanda Toney gave an update. 17 parcels (14 owners) are currently in arrears. Phone call attempts have been made to all property owners. Discussion held. No exceptions will be made to the August 31, 2017 deadline for any delinquency.

## **RESOLUTIONS/ORDINANCES** - none

## **2018 BUDGET UPDATE**

County Administrator Cathy Schmit stated that the budget process is going well. Budget workshops have been completed. She stated that the equalization reports are out and the county has .81% for net new construction for tax levy calculation. Schmit addressed some of the auditor's concerns and stated that she is working on cleaning up the carryover accounts for 2018 and has discussed with the auditors to provide training to learn the other processes Trautman recommended.

## **BUDGET REVIEW**

Revenues and expenditures through July were reviewed. Discussion held.

## **BUDGET ADJUSTMENTS**

- Law Enforcement - \$7,200.00 for bullet proof vest grant reimbursement.  
*Motion/second (Guden/Jenkins)* to approve budget adjustment and forward to County Board for final approval. All ayes. Motion carried.
- HHS/Fox River Industries - \$7,000.00 line item transfer for a new transportation category.
- HHS/Fox River Industries – \$10,000.00 line item transfer from Aging Unit to FRI to cover fuel costs.
- HHS/Fox River Industries - \$5,000.00 line item transfer for a new transportation category.  
*Motion/second (Mulder/Guden)* to approve budget adjustment line item transfers. All ayes. Motion carried.

## **SUPERVISOR'S MONTHLY CLAIMS**

Supervisors' claims: \$5,259.60

Lay people: none

*Motion/second (Guden/Mulder)* to approve supervisor's monthly claims. All ayes. Motion carried.

## **CLERK'S REPORT**

County Clerk Liz Otto stated this will no longer be included on future agendas upon the advice of Corporation Counsel Dawn Klockow.

**COMMITTEE DISCUSSION**

- **Future meeting dates:** Regular meeting – September 27, 2017 at 10:00 AM
- **Future Agenda:** Date for tax deed property viewing

**ADJOURNMENT**

*Motion/second (Guden/Lyon)* to adjourn the meeting at 11:14 AM.

Submitted by,

Liz Otto  
County Clerk