



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 12/22/15

Amended* Post Date:

The following documents are included in the packet for the Finance Committee on December 30, 2015:

- 1) Agenda
- 2) Draft minutes from the 11/25/15 meeting
- 3) Treasurer's Report
- 4) Amazon Prime Account Info



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Margaret R. Bostelmann, WCPM
County Clerk

Office: 920-294-4005
FAX: 920-294-4009

Finance Committee Meeting Notice

Date: December 30, 2015 Time: 4:30 PM
The Green Lake County Government Center, County Board Room
571 County Road A, Green Lake WI

Amended AGENDA

Committee Members

Harley Reabe, Chairman
Ben Moderow, Vice-Chair
Debra Schubert
Jack Meyers
Joanne Guden

Margaret R. Bostelmann,
Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes 11/25/15
6. Public Comments (3 Min. Limit)
7. Correspondence
8. Open Tax Deed Bids
9. Treasurer's Monthly Report
10. Recommendation of date for cancellation of outstanding checks
11. Resolutions/Ordinances
12. Budget Adjustments
13. Budget Review
14. Supervisor's Monthly Claims
15. Monthly Vouchers
16. Clerk's Report
 - Relating to Agenda Items
 - Amazon Prime Account
17. Committee Discussion
 - Future Meeting Dates: Regular Meeting January 28, 2016 at 4:30 pm
 - Future Agenda items for action & discussion:
18. Adjourn

Kindly arrange to be present, if unable to do so, please notify our office.

Sincerely,
Margaret R. Bostelmann, County Clerk

Please note: Meeting area is accessible to the physically disabled. Anyone planning to attend who needs visual or audio assistance, should contact the County Clerk's Office, 294-4005, not later than 3 days before date of the meeting.

FINANCE COMMITTEE

November 25, 2015

The meeting of the Finance Committee was called to order by Chairman, Harley Reabe at 4:30 PM on Wednesday, November 25, 2015, 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 Absent: Ben Moderow
Jack Meyers
Debra Schubert
Joanne Guden

Also Present: Marge Bostelmann, County Clerk Dawn Klockow, Corporation Counsel
Betsy Amend, Treasurer Sheriff Podoll
Becky Pence, Highway Amy Brooks, Highway Commissioner
Linda Van Ness, HHS Toney Daley, Berlin Journal

AGENDA

Motion/second (Meyers/Guden) to approve the amended agenda. Motion carried.

MINUTES

Motion/second (Guden/Schubert) to approve the minutes of October 29, 2015 correcting typographical errors on page 2. Motion carried.

PUBLIC COMMENTS – None

CORRESPONDENCE – None

OPEN TAX DEED BIDS – None

TREASURER'S MONTHLY REPORT

The Treasurer presented her report. Amend held her annual meeting with the municipal clerks and Treasurers. Data is being calculated and tax bill will be completed by December 11th. Investing of CDs was discussed. Amend called the County auditor at Schenck who stated that one or two years are acceptable for an outstanding check resolution. She will be discussing the municipal contract for tax collection with corporation counsel.

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

DEPARTMENT HEAD REPORT

Amy Brooks, Highway: Brooks reported on the revenue and expense to the end of October. She stated that revenues exceed expenditures thus far this year.

Linda Van Ness, HHS: Van Ness related that the department is working with Schenck on reviewing the budget and process. 2015 revenues are starting to come in now.

RESOLUTION/ORDINANCES

Resolution Relating to Committed Funds for 2016 As Required by GASB #54: Sheriff Podoll sent a letter request a K-9 donation account be established. It is on the resolution to be approved.

Motion/second(Guden/Meyers) to approve the Resolution and send on to the County Board. Motion carried.

BUDGET ADJUSTMENTS – None

BUDGET REVIEW

Expenses: Discussion on Fair donation and ADRC, kinship care.

No discussion on revenue.

CAPITAL OUTLAY/PROJECTS

This will be placed on next month's agenda.

SUPERVISOR'S MONTHLY CLAIMS

Supervisors' claims: \$3,533.52

Lay People claims: \$180.00

MONTHLY VOUCHERS

Finance Departments: \$22,577.52

IT: \$5,146.86

Motion/second (Schubert/Guden) to approve the Finance and IT vouchers and supervisors' and lay people's claims. Motion carried.

CLERK'S REPORT

Bostelmann reported on the Schenck Project and the account changes that will be coming for approval. She also stated that Angie Petruske has been helping/working at the HHS department because of staff shortages and completing monthly State reporting. Van Ness stated she has been very helpful.

COMMITTEE DISCUSSION

- **Future meeting dates: Regular meeting on December 30, 2015 at 4:30 PM.**
- **Future Agenda:** Discussion and action on length of time for the outstanding check resolution

ADJOURNMENT

Motion/second (Meyers/Guden) to adjourn at 4:59 PM. Motion carried.

Submitted by,

Marge Bostelmann
County Clerk



GREEN LAKE COUNTY

OFFICE OF THE COUNTY TREASURER

Elizabeth A. Amend

Treasurer and Real Property Lister

Office: 920-294-4018

FAX: 920-294-4009

December 22, 2015

Memo to Finance Committee:

First, I would like to apologize; I am unable to attend the meeting. It is the last day of the month and year for the Treasurer's office, and we must work late to get the settlement to the bank.

I have two months of sales tax to report. For September (deposited on Dec. 1st) we had a sales tax total of \$97,273.70 and for October (deposited on Jan. 1st) it will be \$121,542.69. I have attached the sales tax spreadsheet for comparison. The 2015 year total is \$1,278,107.29, which is the highest year total yet. As you can see, the January deposit is a record high for January. This is a good way to start out the New Year!

We have printed and mailed all of the tax bills for the 16 municipalities. We have started to collect the 2015 taxes. As of today, we have collected **\$1,769,058.53** so far.

Courtesy letters went out to all property owners with delinquent tax bills for 2012. They were reminded to pay their 2012 tax bill by December 31st to avoid having their name published in the newspaper in January as a property in the tax deed process. Right now, we have 65 parcels with a total of \$126,165.21 in delinquent 2012 taxes.

I wish you all a wonderful Christmas and a Happy New Year!

Ho Ho Ho!!!

Respectfully submitted,

Betsy Amend

SALES TAX COMPARISON BY MONTH																						
	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	Average	Highest	Lowest	
JANUARY		81,080.93	85,137.60	92,773.80	98,200.00	78,532.01	94,003.75	115,957.65	79,652.50	62,321.73	70,005.42	86,471.69	92,361.26	103,131.31	88,329.30	89,312.33	105,571.74	121,542.69	90,846.22	121,542.69	62,321.73	
FEBRUARY		68,569.02	72,147.72	76,111.74	80,500.00	87,743.38	90,716.11	75,926.66	69,605.70	74,202.13	82,259.51	60,255.84	71,765.73	75,157.47	87,710.39	104,416.66	105,479.13		80,160.45	105,479.13	60,255.84	
MARCH		46,994.44	64,224.92	94,168.87	97,000.00	83,439.91	86,220.70	79,818.25	88,633.79	89,190.41	72,300.21	72,152.97	76,308.78	87,017.88	90,969.15	80,712.37	75,624.17		80,298.55	97,000.00	46,994.44	
APRIL		36,804.46	71,321.55	62,445.49	58,900.00	67,359.77	62,075.91	69,155.24	63,058.88	74,718.21	67,312.51	71,854.87	72,557.03	69,736.35	69,652.92	73,173.51	72,497.15		66,413.99	74,718.21	36,804.46	
MAY		41,257.94	64,384.28	57,646.77	59,600.00	71,526.44	65,946.26	69,607.47	71,223.18	68,787.41	60,622.65	56,705.39	67,613.35	73,036.07	68,725.33	90,583.91	98,626.84		67,868.33	98,626.84	41,257.94	
JUNE		117,836.13	67,289.04	70,454.12	59,400.00	75,727.67	67,163.29	81,571.85	76,373.54	78,852.20	73,034.18	72,141.40	68,423.66	101,139.24	103,975.93	96,363.09	111,812.89		82,597.39	117,836.13	59,400.00	
JULY		69,553.41	75,069.62	87,945.03	15,457.04	99,086.18	96,568.35	84,067.17	86,994.29	81,091.22	80,499.08	87,412.37	109,454.06	107,586.75	81,817.15	88,250.53	92,189.56		83,940.11	109,454.06	15,457.04	
AUGUST		83,741.27	90,262.79	102,579.92	92,813.93	102,675.77	96,595.81	97,164.10	97,420.59	105,528.07	93,922.66	100,176.69	105,846.56	89,052.80	117,295.88	129,214.16	123,110.16		101,712.57	129,214.16	83,741.27	
SEPTEMBER	1,077.35	93,595.76	105,008.70	97,448.95	80,520.37	124,177.76	114,411.51	110,465.93	113,065.86	119,494.72	100,310.21	92,638.54	120,204.89	141,872.33	136,454.46	148,091.79	130,471.59		107,606.51	148,091.79	1,077.35	
OCTOBER	64,005.77	111,335.18	103,948.33	113,534.17	113,496.95	110,766.62	105,148.26	123,002.66	103,608.10	100,856.72	97,986.10	108,380.25	110,151.59	108,468.31	96,572.83	112,320.87	119,775.37		106,079.89	123,002.66	64,005.77	
NOVEMBER	64,072.75	99,993.06	93,751.32	104,469.28	117,012.11	114,890.01	106,956.90	100,446.29	102,398.01	122,825.01	98,204.96	107,994.98	104,560.23	108,705.00	119,843.27	146,344.84	145,674.99		109,302.53	146,344.84	64,072.75	
DECEMBER	64,039.26	81,191.40	88,451.96	81,475.34	100,291.21	102,840.69	106,157.03	110,606.12	116,320.49	98,374.21	89,218.90	99,252.75	114,693.33	121,546.98	102,449.78	111,257.56	97,273.70		99,143.57	121,546.98	64,039.26	
	9,593,507.50	193,195.13	931,953.00	980,997.83	1,041,053.48	973,191.61	1,118,766.21	1,091,963.88	1,117,789.39	1,068,354.93	1,076,242.04	985,676.39	1,015,437.74	1,113,940.47	1,186,450.49	1,163,796.39	1,270,041.62	1,278,107.29	121,542.69			
Sales Tax earned is collected for retail sales period of the third month prior																						

Amazon Prime

Fast shipping and more

After your free trial, Amazon Prime is just \$99/year.
Cancel anytime.

When you want it, when you need it
FREE Two-Day shipping with Amazon Prime. You get unlimited deliveries with no minimum order size, and with 20 million eligible items. Prime members also get FREE Same-Day Delivery on over a million items when shipping to selected metro areas across the US.

Biggest benefit to the county. We spent over \$275 in shipping costs last year in Amazon orders. Currently we have had 38 orders in the last six months. If the cost of the product is NOT over \$35 we are almost guaranteed to spend at least \$3.99 in shipping costs for the item. Because requests are made all of the time, the purchase is made at the time of the request, Samantha does not wait until she has over \$35 in orders because you never know when that will be. At \$3.99 for 38 orders (as an average) that's \$151.62 in just shipping alone in the last six months. Amazon Prime is only \$99 per year, AND its two day shipping.