



# ***GREEN LAKE COUNTY***

*571 County Road A, Green Lake, WI 54941*

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**Original Post Date: 03/31/16**

**Amended\* Post Date:**

**The following documents are included in the packet for the Finance Committee on May 26, 2016:**

- 1) Agenda
- 2) Draft minutes from the 04/28/16 meeting
- 3) Treasurer's Report



# 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: May 26, 2016 Time: 4:30 PM**

**The Green Lake County Government Center, County Board Room  
571 County Road A, Green Lake WI**

### AGENDA

#### Committee Members

*Harley Reabe, Chairman  
Larry Jenkins, Vice-Chair  
Robert Lyon  
Ben Moderow  
Joanne Guden*

*Margaret R. Bostelmann,  
Secretary*

*\*Notice is hereby given that a majority of the Green Lake County Board of Supervisors may be present at this meeting to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the County Board pursuant to the Badke Decision and must be noticed as such although the County Board will not take any formal action at this meeting.*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes 04/28/16
6. Public Comments (3 Min. Limit)
7. Correspondence
8. Open Tax Deed Bids
9. Treasurer's Monthly Report
10. Department Head Report- Highway, Amy Brooks
11. Capital Outlay/Projects
12. Resolutions/Ordinances
13. Budget Adjustments
14. Budget Review
15. Supervisor's Monthly Claims
16. Monthly Vouchers
17. Clerk's Report
  - Relating to Agenda Items
18. Committee Discussion
  - Future Meeting Dates: Regular Meeting June 30, 2016 at 4:30 pm
  - Future Agenda items for action & discussion:
19. 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

April 28, 2016

The meeting of the Finance Committee was called to order by County Clerk, Marge Bostelmann at 4:30 PM on Thursday, April 28, 2016, 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  
Joanne Guden  
Robert Lyons  
Larry Jenkins

Absent: Ben Moderow

Also Present: Marge Bostelmann, County Clerk  
Betsy Amend, Treasurer  
Becky Pence, Highway  
Tony Daley, Berlin Journal

Dawn Klockow, Corporation Counsel  
Linda Van Ness, HHS  
Lori Evans, Sheriff's Office

### **AGENDA**

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

### **ELECTION OF OFFICERS**

#### **Election of Chair**

Bostelmann asked for nomination for Chair. Guden nominated Reabe

*Motion/second(Guden/Jenkins)* to close nomination and cast a unanimous ballot for Reabe for Chair.

Motion carried.

Reabe was seated as Chair.

#### **Election Of Vice-Chair**

Reabe asked for nomination for Vice-Chair. Guden nominated Jenkins

*Motion/second(Guden/Jenkins)* to close nomination and cast a unanimous ballot for Jenkins for Vice-Chair.

Motion carried.

### **MINUTES**

*Motion/second (Guden/Lyon)* to approve the minutes of March 31, 2016. Motion carried.

**PUBLIC COMMENTS** – None

**CORRESPONDENCE** – None

**OPEN TAX DEED BIDS** – None

### **TREASURER'S MONTHLY REPORT**

No sales tax figures have been received. Lottery credits were calculated and distributed to all taxing entities in April. Title searches will begin to create title reports on all delinquent tax parcels. Amend advised the Committee on investments and explained Treasurer's fees. She is researching a software package that will improve the web portal of reporting tax and assessment data.

*Motion/second(Lyon/Jenkins)* to accept the report. Motion carried.

## **CAPITAL OUTLAY/PROJECTS**

Capital Outlay was discussed and explained by Supervisor Reabe.

## **RESOLUTION/ORDINANCES**

Resolution Relating to Capital Outlay/Capital Projects:

*Motion/second(Guden/Lyon )* to approve the resolution and send to the County Board in May. Motion carried.

## **BUDGET ADJUSTMENTS**

UWEX is requesting approval for a revenue and expenditure account for Amish Tri-county Produce Auction – Dedicate Fund for Agricultural Program for \$1000.00.

Nav Ghimire explained receiving \$1000 from the Amish community and would like the funds to be put in a dedicated account to be used for agricultural programs.

*Motion/second(Guden/Jenkins)* to approve the new “agricultural program” revenue and expenditure accounts. Motion carried.

## **BUDGET REVIEW**

Sheriff Podoll explained and reviewed his revenue and expenditures account in the Sheriff’s Office.

The Committee reviewed the revenue and expenditures account of all county departments.

## **SUPERVISOR’S MONTHLY CLAIMS**

Supervisors’ claims: \$6,214.54

Lay People claims: \$54.72

## **MONTHLY VOUCHERS**

Finance Departments: \$30,593.03

IT: \$5,621.02

*Motion/second (Guden/Jenkins)* to approve the Finance and IT vouchers and Supervisors’ and Lay People’s claims. Motion carried.

## **CLERK’S REPORT** – None

## **COMMITTEE DISCUSSION**

- **Future meeting dates:** Regular meeting on May 26, 2016 at 4:30 PM.
- **Future Agenda:**

## **ADJOURNMENT**

Reabe adjourned the meeting at 5:23 PM.

Submitted by,

Marge Bostelmann  
County Clerk



**GREEN LAKE COUNTY**  
**OFFICE OF THE COUNTY TREASURER**

*Elizabeth A. Amend*  
*Treasurer*

*Office: 920-294-4018*  
*FAX: 920-294-4009*

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05-19-2016

Memo to Finance Committee:

The sales tax figure deposited on May 1, 2016: **\$99,231.51**. This amount is the highest for the month of May. I have attached the tax collection spreadsheet. June deposit is still not posted on the State website.

We are at the midpoint of the tax deed process in the Treasurer's office. I am beginning to prepare all the certified letters to send on June 6<sup>th</sup> regarding 2012 delinquent taxes. This letter gives the taxpayer and any party with interest in the property 90 days in which to pay the 2012 taxes before the County could take a tax deed. Currently we have 39 parcels still owing the 2012 taxes. Last year at this time we have 26 parcels left to pay delinquent taxes.

The Treasurer's department is also generating and mailing reminder notices to tax payers on June 1<sup>st</sup>. This is our friendly reminder to pay their second installment of 2015 taxes by July 31<sup>st</sup>. Our month of June and July will be busy.

I received the monthly update to our Veribanc report, and all institutions are in good standings.

Sincerely submitted,

Elizabeth A. Amend  
Green Lake County Treasurer

		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	99,233.57	81,282.40	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	78,407.24	80,187.30	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	85,833.61	67,556.32	85,833.61	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	99,231.51	69,713.22	99,231.51	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	484,248.62			
Sales Tax earned is collected for retail sales period of the third month prior																						