



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 02/16/2017

Amended* Post Date:

The following documents are included in the packet for the Finance Committee on February 22, 2017:

- 1) Agenda
- 2) Draft minutes from 01/25/2017
- 3) Treasurer's Monthly Report
- 4) Resolution Relating to Updated WIPFLI Study and Base Wage Review
- 5) Budget Adjustments



GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

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

Finance Committee Meeting Notice

Date: February 22, 2017 Time: 10:00 AM
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
Dennis Mulder
Joanne Guden

Elizabeth Otto, Secretary

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Agenda
5. Minutes 01/25/2017
6. Public Comments (3 Min. Limit)
7. Correspondence
8. Open Tax Deed Bids
9. Vande Lake & Land, LLC Property Discussion
10. Treasurer's Monthly Report
11. Tax Deed Update
12. Resolutions/Ordinances
 - Relating to Updated WIPFLI Study and Base Wage Review
13. Budget Adjustments
14. Budget Review
15. Supervisor's Monthly Claims
16. Clerk's Report
 - Relating to Agenda Items
17. Committee Discussion
 - Future Meeting Dates: Regular Meeting March 29, 2017 at 10:00 am
 - Future Agenda items for action & discussion:
18. Adjourn

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

Sincerely,
Elizabeth Otto, 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
January 25, 2017

The meeting of the Finance Committee was called to order by Chair Harley Reabe at 10:00 AM on Wednesday, January 25, 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
Joanne Guden
Larry Jenkins
Robert Lyon
Dennis Mulder (Absent)

Also Present: Liz Otto, County Clerk
Becky Pence, Hwy Adm Asst
Amy Brooks, Highway
Sheriff Podoll
Kayla Yonke, HHS Acct Specialist
Amanda Toney, Treasurer
Dawn Klockow, Corporation Counsel
Jason Jerome, HHS Director
Cathy Schmit, County Administrator

AGENDA

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

MINUTES

Motion/second (Guden/Jenkins) to approve the minutes of December 28, 2016. Motion carried.

PUBLIC COMMENTS – None

CORRESPONDENCE – None

OPEN TAX DEED BIDS – None

VANDE LAKE & LAND, LLC PROPERTY DISCUSSION

Treasurer Amanda Toney informed the committee that the January 20th scheduled payment has been made per the contract. Toney will keep the committee updated on any problems or concerns.

TREASURER'S MONTHLY REPORT

Treasurer Toney will email the sales tax figures to committee members for December and year end.

TAX DEED UPDATE

Toney stated that the list of 2013 delinquent property taxes as has been published per state statute. One person has responded.

RESOLUTIONS/ORDINANCES – None

AWARD OF INDIRECT COST PLAN SERVICE CONTRACT

County Administrator Cathy Schmit sent out an RFP (Request for Proposal) for an Indirect Cost Plan Service Contract due to our current provider's retirement. Schmit received 2 proposals:

- Maximus – 3 year contract for a total of \$12,000 (\$4,000 per year)
- MGT Consulting Group – 3 year contract for a total of \$34,500 (\$11,500 per year)

Schmit recommended awarding Maximus the contract.

Motion/second (Guden/Jenkins) to award the Indirect Cost Plan service contract to Maximus for a total of \$12,000. Motion carried.

BUDGET ADJUSTMENTS

- Circuit Court has requested reactivation of the Mediation Services accounts for the County Clerk and for the Clerk of Court each with a revenue of \$2000 for 2017. Also reactivate the expense account in the Circuit Court department in the amount of \$4000.
- HHS has requested budget adjustments to two travel accounts for FRI. Supported Employment travel will be reduced by \$1000 and create a new travel account to transfer that \$1000 into.
- HHS has requested a budget adjustment to increase the Kinship Care expenditure and revenue accounts by \$11,218.00 due to an increase in funding from the state.
- The County Clerk's office has taken over as a passport agent from the Clerk of Courts as of January 1, 2017. A revenue account has been requested for the agent fees.

Motion/second (Jenkins/Lyon) to approve all budget adjustments. Motion carried.

BUDGET REVIEW

December expenses and revenues were reviewed. Discussion held regarding several accounts in the Sheriff's office, Highway, and HHS.

SUPERVISOR'S MONTHLY CLAIMS

Supervisors' claims: \$176.86

Lay People claims: \$633.78

Motion/second (Guden/Jenkins) to approve supervisor's monthly claims. Motion carried.

Motion/second (Guden/Jenkins) to approve lay people claims. Motion carried

CLERK'S REPORT

Clerk Otto informed the committee that the County Clerk's office has received the reimbursement from the state for the December Presidential recount in the amount of \$4,998.

COMMITTEE DISCUSSION

- **Future meeting dates:** Regular meeting – February 22, 2017 at 10:00 AM
- **Future Agenda:**

ADJOURNMENT

Reabe adjourned the meeting at 10:23 AM.

Submitted by,

Liz Otto
County Clerk



GREEN LAKE COUNTY

OFFICE OF THE COUNTY TREASURER

Amanda R. Toney
Treasurer and Real Property Lister

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

February 16, 2017

Memo to Finance Committee:

I am now roughly two months into this position and learning something new every single day.

The sales tax deposit figure for January was \$85,317.33. The February sales tax deposit figure is not on the website yet so I will report that amount at the meeting.

As of today, we have collected \$28,215,238.30 of Real Estate and Personal Property taxes, out of \$42,131,435.85. The Treasurer's office has a spreadsheet showing the percentage collected, including delinquency amounts, as of 1/31/17 for each municipality. The average collected amount among the municipalities is 66.97%. If anybody would like a copy of this, please let me know.

Yearly Collection Comparison

Date	Amount Left to Collect	Percentage of Tax Roll
01/31/17	13,916,197.55	33.03%
01/31/16	14,849,675.03	34.72%

We have finished collection of first installment on February 7, 2017 and are nearing the end of our February Settlement process. This is the process where we settle with all 16 municipalities for the total amount of taxes collected and then all districts within the individual municipality need to receive their portion of the levied amount by February 20, 2017.

On March 1, 2017, the County will make a loan payment to the Depository Trust Company for \$542,516.25

Justice Center: Principal - \$175,000.00

Justice Center: Interest - \$119,318.75

Communication Tower: Principal - \$245,000.00

Communication Tower: Interest - \$3,197.50

I have enclosed my annual report from 2016.

Respectfully submitted,

Amanda R. Toney

GREEN LAKE COUNTY TREASURER'S REPORT

JANUARY 2017

CASH BALANCE: 12-31-2016 1,011,749.92

RECEIPTS:

General:	973,237.07
Redemption Tax - Principle:	66,741.00
Redemption Tax - Interest	10,246.30
Redemption Tax - Penalty	5,123.23
Postponed & Delinquent Tax - Principle:	0.00
Postponed & Delinquent Tax - Interest:	0.00
Postponed & Delinquent Tax - Penalty	0.00
Sales Tax Deposit from State	85,317.33
January Settlement Collections	4,968,674.48

TOTAL RECEIPTS: 6,109,339.41 7,121,089.33

DISBURSEMENTS:

General Maintenance:	3,670,604.83
Direct Deposit Payroll	490,591.14
DHHS Deposit to LGIP	99,962.75
Payroll deductions and taxes	373,620.76
Sales Tax Money Transfer to LGIP	118,892.52
Bank fee	8.00
Real Estate Transfer Fees	13,633.68
Transfer to Flex/HRA account	210,786.90
Sales Tax Interest Money Transfer to LGIP	46,196.00
CD at Horicon Bank	500,000.00
Voided Checks from Previous Months	0.00

TOTAL DISBURSEMENTS: 5,524,296.58

TREASURER'S CASH BALANCE: 1,596,792.75

BANK RECONCILIATION

Green Lake Horicon Bank-Checking:	690195	2,110,370.08
Green Lake Horicon Bank - Money Market:	690224	<u>1,594,992.95</u>

TOTAL 3,705,363.03

Less Outstanding Checks 2,109,878.88

REJECTED POINT & PAY TRANSACTIONS -2,043.17
0.00

Available Bank Balance 1,597,527.32

Cash in Office 01/31/17 0.00

01/31/17 CASH BALANCE	1,597,527.32
TREASURER'S CASH	<u>1,596,792.75</u>
DIFFERENCE	734.57

GREEN LAKE COUNTY TREASURER'S REPORT

JANUARY 2017

RECONCILIATION OF RECEIPTS & DEPOSITS

Cash in Office	December 31, 2016	0.00
Total Receipts	JANUARY 2017	<u>6,109,339.41</u>
SUB TOTAL		6,109,339.41
Less Deposits for Month:		<u>6,109,339.41</u>
Cash in Office	1/31/2017	0.00

PROOF OF OUTSTANDING CHECKS

Outstanding Checks	December 31, 2016	476,994.33
Total Disbursements	JANUARY 2017	5,524,296.58
SUB TOTAL		<u>6,001,290.91</u>
Less Checks Cashed by Bank		2,625,339.62
Payroll deductions and taxes	(from 690224 account)	290,226.24
Bank fee		8.00
Transfer to Flex/HRA account		210,786.90
Sales Tax transfer to LGIP		118,892.52
DHHS Deposit to LGIP		99,962.75
Sales Tax Interest Money Transfer to LGIP		46,196.00
CD at Horicon Bank		500,000.00
Outstanding Checks	1/31/2017	2,109,878.88

2017 INTEREST REVENUE

(PROJECTED BUDGET: \$70,000.00)

1/31/17 Money Markets	January Interest	\$3,586.07
Money Markets	February Interest	
Money Markets	March Interest	
Money Markets	April Interest	
Money Markets	May Interest	
Money Markets	June Interest	
Money Markets	July Interest	
Money Markets	August Interest	
Money Markets	September Interest	
Money Markets	October Interest	
Money Markets	November Interest	
Money Markets	December Interest	
	TOTAL	<u>\$3,586.07</u>

HORICON BANK ACCOUNTS

Balance as of 01/31/2017

Flex/HRA Checking Account #2395	\$5,700.50
Flex/HRA Money Market Account #2366	\$569,953.97
Gelhar Escrow Account #8674	\$34,653.79

GREEN LAKE COUNTY TREASURER'S REPORT

INVESTMENTS JANUARY 2017

LOCAL GOVERNMENT INVESTMENT POOL

#824000

<u>Date</u>		<u>Account #01</u>
12/31/16	Balance L.G.I.P.	222,034.24
01/05/17	HFS Comm Aids	32,065.00
01/05/17	DWD Core Payment	734.33
01/05/17	DWD Core Payment	3,435.00
01/30/17	DWD Core Payment	63,728.42
01/31/17	Interest	115.86
	Balance L.G.I.P.	\$322,112.85

INSTITUTIONS

<u>Date Started</u>			<u>PRINCIPLE</u>	<u>YIELD RATE</u>	<u>DUE DATE</u>
04/14/16	First National Bank - CD**	12 month	#8631292	1,000,000.00	1.10% 04/14/17
04/01/15	Markesan State Bank CD	25 month	#1103782	509,461.61	1.25% 05/01/17
01/27/17	Horicon Bank CD	6 month	#100000076765	500,000.00	0.50% 07/28/17
01/31/17	Farmers & Merchants Bank CD**	6 month	#708244	1,000,000.00	1.10% 07/31/17
09/15/16	Farmers & Merchants Bank CD**	12 month	#707263	650,000.00	1.00% 09/15/17
01/31/17	First National Bank - CD**	9 month	#8769374	1,000,000.00	0.85% 10/28/17
12/01/15	Farmers & Merchants Bank CD**	24 month	#704462	2,000,000.00	1.30% 12/01/17
09/09/14	Farmers & Merchants Bank CD**	39 month	#703152	2,000,000.00	1.00% 12/09/17
07/17/12	American Deposit Mgt - Baylake	Money Market	CGRENLK1	34.42	0.38%
10/30/13	Citizens Community Federal	Money Market	20033645	162,636.48	0.45%
04/20/11	Farmers & Merchants Bank**	Money Market	310818	3,942,667.19	1.00%
03/18/15	First Business Bank	Money Market	7017-03210	2,736.51	0.45%
11/01/15	Horicon Retirement	Money Market	1424497	2,010.02	0.50%
08/05/13	Ripon Horicon Bank	Money Market	831744	5,198.45	0.15%
	TOTAL			\$12,774,744.68	

SALES TAX

	<u>2017 PRINCIPLE</u>	<u>2017 INTEREST</u>	<u>TOTAL SALES TAX</u>	<u>Retailer Collection Period</u>
BALANCE 12/31/16			2,644,895.49	
01/01/17	118,892.52	543.84	119,436.36	October, 2016
TOTAL COLLECTED IN 2017	118,892.52	543.84	\$2,764,331.85	
TOTAL 2017 LOAN PAYMENTS			0.00	
BALANCE OF SALES TAX FUNDS			\$2,764,331.85	

SALES TAX INVESTMENTS

<u>Institution</u>	<u>C.D. #</u>	<u>Term</u>	<u>Principle Invested</u>	<u>Int. Rate</u>	<u>Due Date</u>
10/13/16 Farmers & Merchants Bank CD**	#707405	5 months	1,500,000.00	0.75%	03/13/17
1/31/2017 LGIP Sales Tax Account #09			1,264,331.85		
Total Funds Held in Trust			\$2,764,331.85		

2017 LOAN PAYMENT HISTORY

<u>PAYMENT DATE</u>	<u>LOAN PAYMENT AMOUNT</u>	<u>TOTAL</u>	
03/01/17		0.00	Justice Center Loan Payment-DTC
04/01/17		0.00	Justice Center Loan Payment-DTC
09/01/17		0.00	Justice Center Loan Payment-DTC
10/01/07		0.00	Justice Center Loan Payment-DTC
		\$0.00	Total Paid on Loan in 2017

** Collateralized Investment

JANUARY 2017

EFFECTIVE INTEREST RATES - OVERALL

<u>INSTITUTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>RATE</u>
L.G.I.P.	1,591,643.96		0.53%
Farmers & Merchants Bank CD**	1,500,000.00	#707405	0.75%
First National Bank - CD**	1,000,000.00	#8631292	1.10%
Markesan State Bank CD	509,461.61	#1103782	1.25%
Horicon Bank CD	500,000.00	#100000076765	0.50%
Farmers & Merchants Bank CD**	1,000,000.00	#708244	1.10%
Farmers & Merchants Bank CD**	650,000.00	#707263	1.00%
First National Bank - CD**	1,000,000.00	#8769374	0.85%
Farmers & Merchants Bank CD**	2,000,000.00	#704462	1.30%
Farmers & Merchants Bank CD**	2,000,000.00	#703152	1.00%
American Deposit Mgt - Baylake	34.42	CGRENLK1	0.38%
Citizens Community Federal	162,636.48	20033645	0.45%
Farmers & Merchants Bank	3,942,667.19	310818	1.00%
First Business Bank	2,736.51	7017-03210	0.45%
GL Cty Retirement-Horicon	2,010.02	1424497	0.50%
Ripon Horicon Bank	5,198.45	831744	0.15%
Horicon Bank	<u>1,594,992.95</u>	690224	<u>0.05%</u>
	17,461,381.59		0.73%

TOTAL INVESTED **15,866,388.64**

<u>MONTHLY</u>	<u>AVERAGE</u>
January 2017	0.73%
February 2017	
March 2017	
April 2017	
May 2017	
June 2017	
July 2017	
August 2017	
September 2017	
October 2017	
November 2017	
December 2017	

Date	Institution	Account #	Amount	
1/31/2017	Horicon	1000008674	4.42	
1/31/2017	Horicon	1000002366	58.45	
1/31/2017	LGIP	Account #1	115.86	
1/31/2017	LGIP	Account #9	543.84	
1/31/2017	LGIP	Account #11	2.34	
1/31/2017	Citizens Community	20033645	64.14	
1/31/2017	Farmers & Merchants	310818	2,795.69	
1/31/2017	First Business Bank	7017-03210	0.12	
1/31/2017	Horicon Retirement	1424497	0.54	
1/31/2017	Ripon Horicon Bank	831744	0.67	3,586.07

**TO THE HONORABLE CHAIRMAN AND BOARD OF SUPERVISORS
OF GREEN LAKE COUNTY**

I herewith submit the annual report of the Green Lake County Treasurer's office for the period of
January 1, 2016 through December 31, 2016

Report on General Activity in County Treasurer's office for 2016:

	TOTAL AMOUNT
General Receipts	20,208,977.73
General Property Tax Receipts	10,163,417.50
Tax Settlement	13,742,918.68
Withdrawals related to tax settlement	9,300,000.00
Total Interest Received on Investments	54,128.09
Sales Tax Received	1,332,449.39
Withdrawal of Sales Tax funds for loan payment on bldg	1,010,625.00
Total Interest and Penalty Received on Delinquent Taxes	262,340.14
Total General Maintenance Checks	22,801,040.51
Total Payroll Disbursement	6,170,617.21
Total Outgoing Wire Transfers for Payroll and Fees	4,336,370.86
Real Estate Transfer Fees	218,941.67
Total Sales Tax Wires	1,332,449.39
Investment Wires	8,000,000.00
Tax Settlement	10,151,623.74
Repayment of Bond Loan +Interest on Loan	1,010,625.00
Direct Deposit HS Funds	1,252,304.36

Report of activity by the Real Property Lister's Office for Year 2016

Documents of transfer processed	1,394
Tax parcels affected by splits and/or combinations	160
Tax parcels affected by ownership and valuation changes	7,969
911/Fire Numbers processed/issued in 2015	36

Report of Cash Balance on Hand

STATEMENT OF CONDITION OF GREEN LAKE COUNTY

From January 1, 2016 to December 31, 2016

Cash Balance 1-1-16	656,062.10	
Receipts - 2016	56,074,856.53	
	56,730,918.63	
Disbursements - 2016		55,719,168.71
Required Cash Balance 12-31-16		1,011,749.92
		56,730,918.63

Respectfully submitted,
Amanda R Toney, County Treasurer

FOLLOWING IS A LISTING OF TAX CERTIFICATES, WHICH REPRESENT DELINQUENT TAX,
HELD BY GREEN LAKE COUNTY AS OF:

	31-Dec-15	31-Dec-16
TOWN OF BERLIN	28,138.61	40,750.40
TOWN OF BROOKLYN	61,594.63	45,830.44
TOWN OF GREEN LAKE	165,731.04	236,172.47
TOWN OF KINGSTON	11,060.16	6,338.08
TOWN OF MACKFORD	21,554.04	13,929.75
TOWN OF MANCHESTER	3,099.77	10,174.10
TOWN OF MARQUETTE	16,006.25	19,041.99
TOWN PRINCETON	150,477.30	116,193.46
TOWN OF ST MARIE	5,833.91	7,042.39
TOWN OF SENECA	16,450.98	24,363.36
VILLAGE OF KINGSTON	20,780.76	20,063.90
VILLAGE OF MARQUETTE	7,359.76	11,218.36
CITY OF BERLIN	146,618.74	205,587.57
CITY OF GREEN LAKE	52,856.98	73,031.05
CITY OF MARKESAN	100,882.17	84,293.21
CITY OF PRINCETON	69,603.90	66,788.94

TOTAL COUNTY DELINQUENT 12-31-2015

878,049.00 **

**\$87,870.81 in uncollected special assessments and charges included in figure

TOTAL COUNTY DELINQUENT 12-31-2016

980,819.47 **

**\$99,562.71 in uncollected special assessments and charges included in figure

ACTIVITY IN THE SALES TAX ACCOUNT DURING 2016

	PRINCIPLE	INTEREST	TOTAL SALES TAX
BALANCE 12/31/15			2,273,717.08
2016 COLLECTIONS	1,332,389.39	49,414.02	1,381,803.41
Loan Payments	-1,010,625.00		-1,010,625.00
Bond Income	0.00		0.00
Over/Under +/-	0.00		0.00
BALANCE 12/31/16	321,764.39	49,414.02	<u>2,644,895.49</u>

SALES TAX INVESTMENTS

Institution	C.D. #	TERM	PRINCIPLE	INTEREST	DUE DATE
Farmers & Merchants Bank	707405	5 months	1,500,000.00	0.75%	03/13/17
L.G.I.P.			1,098,699.49		
Horicon Bank*			46,196.00		
TOTAL SALES TAX FUNDS INVESTED:		12/31/2016	<u>2,644,895.49</u>		

*In October of 2016 a Sales Tax CD at First National Bank was cashed in. \$46,196.00 of interest earned on this CD was receipted into the general checking account in October. I am researching to see if these funds need to be moved into the Sales Tax account in the LGIP.

TOTAL SALES TAX REVENUE SINCE INCEPTION, PLUS INTEREST, IS HELD IN TRUST

RESOLUTION NO. _____-2017

Relating to Updated WIPFLI Compensation Plan and Base Wage Adjustment

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 21st day of March 2017, does resolve as follows:

WHEREAS, in 2013 the Green Lake County Board of Supervisors did adopt a Compensation Structure and Wage Plan for all non-represented employees as developed by WIPFLI, LLC; and

WHEREAS, in 2016 the Green Lake County Board of Supervisors did adopt Resolution # 24-2016 establishing criteria for a Merit Pay Policy and base wage increase for those in the merit section of the wage range for 2017 of 3%; and

WHEREAS, the Green Lake County preliminary 2016 year-end general fund financial statements reflect a salary and fringe benefits savings of approximately \$92,000; and

WHEREAS, in 2016 the Green Lake County Board of Supervisors did adopt Resolution # 23-2016 which approved entering into a contract with WIPFLI, LLC to update the wage comparability study; and

WHEREAS, WIPFLI, LLC along with the County Administrator has reviewed and updated the Compensation Plan and now recommend it for adoption;

NOW, THEREFORE, BE IT RESOLVED that the Green Lake County Board of Supervisors does hereby adopt the modified Green Lake County Compensation Plan as presented; and

Roll Call on Resolution No. ____-2017

Submitted by Personnel Committee:

Aye , Nay , Absent , Abstain

Passed and Adopted/Rejected this 21st day of March 2017.

Joe Gonyo, Chairman

Paul Schwandt

Harley Reabe, County Board Chairman

Robert Lyon

ATTEST: Liz Otto, County Clerk
Approved as to Form:

Robert Schweder

Dawn N. Klockow, Corporation Counsel

Sue Wendt

BE IT FURTHER RESOLVED that the Green Lake County Board of Supervisors is committed to proactive maintenance of the Green Lake County Compensation Plan and hereby authorizes the County Administrator to update and age the Compensation Plan annually on July 1 by the CPI-U index rate as determined by the WI Department of Revenue and published monthly by the WI Employment Relations Commission (WERC); and

BE IT FURTHER RESOLVED that in order to ensure all non-represented staff wage rates meet the minimum wage range amount for the respective pay group as defined in the Green Lake County Compensation Plan the Green Lake County Board of Supervisors does hereby authorize that effective with the first payroll of April 2017 any staff wage rate below the Compensation Plan minimum rate for that pay group, after 2017 step or performance pay increases have been applied, will be increased to the minimum rate as defined in the Compensation Plan; and

BE IT FURTHER RESOLVED that unused 2016 general fund salary and fringe funds will be carried forward to 2017 to cover the costs of this wage rate increase up to the Compensation Plan pay group minimum in an amount not to exceed \$55,000.

Fiscal Note: Not to Exceed \$55,000

From: Petruske, Angie
Sent: Thursday, February 16, 2017 11:16 AM
To: Otto, Liz; Stobbe, Samantha
Subject: FW: New Account #

For Finance

From: Toney, Amanda
Sent: Thursday, February 16, 2017 11:05 AM
To: Petruske, Angie <apetruske@co.green-lake.wi.us>
Subject: New Account #

Angie,

I know that there is going to be a new account form being introduced shortly but since we do not have this yet can you please create account # 16-100-08-46127-000-000 for Treasurer Reimbursement. The annual budget on this account should be \$250.00. It will mainly be used for reimbursement of staff wages for work completed for the Green Lake County Drainage Board. Thank you.

Amanda R Toney
Green Lake County Treasurer
571 County Road A
Green Lake WI 54941
Phone: 920-294-4019
atoney@co.green-lake.wi.us

From: [Petruske, Angie](#)
To: [Otto, Liz](#); [Stobbe, Samantha](#)
Subject: FW: Budget Adjustment for Finance
Date: Thursday, February 16, 2017 12:00:07 PM

For Finance

From: Yonke, Kayla
Sent: Thursday, February 16, 2017 11:58 AM
To: Petruske, Angie <apetruske@co.green-lake.wi.us>
Cc: Jerome, Jason <jjerome@co.green-lake.wi.us>
Subject: Budget Adjustment for Finance

Hi Angie-

Hoping this isn't too late.

We would like to ask for a budget adjustment in the Aging Unit. We would like to take \$4,500.00 out of Contracted Services- Support Home Care 17-209-32-54502-209-561 and put it into Contracted Services-Food Pantry 17-207-32-54641-209-561. The reason for this is to fund a Food Pantry helper that we no longer have a grant for until we can write for another grant to cover this expense.

Thanks,

Kayla Yonke
Green Lake County
Account Specialist