



# ***GREEN LAKE COUNTY***

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

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**Original Post Date: 09/19/17**

**Amended\* Post Date:**

**The following documents are included in the packet for the Finance Committee on September 27, 2017:**

- 1) Amended Agenda
- 2) Draft minutes from the August 23, 2017
- 3) Credit Card Request Approvals
- 4) Treasurer's Monthly Report
- 5) Resolution Relating to Cooperation Agreement for CDBG Program



# 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: September 27, 2017 Time: 10:00 AM**  
**The Green Lake County Government Center, County Board Room**  
**571 County Road A, Green Lake WI**

### Amended\* 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: August 23, 2017
6. Public Comments (3 Min. Limit)
7. Correspondence
8. Appearances
9. Date for Tax Deed Property Viewing
- ~~10. Vande Lake & Land, LLC Property Update\*~~
11. Credit Card Request Approvals
12. Treasurer's Monthly Report
13. Tax Deed Update
14. Resolutions/Ordinances
  - Resolution Relating to Cooperation Agreement for CDBG Program
15. 2018 Budget
16. Budget Review
17. Budget Adjustments
18. Supervisor's Monthly Claims
19. Committee Discussion
  - Future Meeting Dates: Regular Meeting October 25, 2017 at 10:00 am
  - Future Agenda items for action & discussion:
20. Adjourn

~~\*Stricken from the agenda~~

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  
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

DRAFT

## Request for Credit Card Approval

Department: Sheriff  
 Committee: Jud/Law

Name of Card Holder	Title of Postion	Credit Card Limit
Scott Patterson	Court Services Officer	\$1000.00

Justification for Credit Card(s):


Department Head Approval: Mark A. Poddell  
 Date Approved by Committee of Jurisdiction: 09/13/17  
*Following this acceptance please forward to the County Clerk's Office.*  
 Date Approved By Finance Committee: \_\_\_\_\_





# GREEN LAKE COUNTY OFFICE OF THE COUNTY TREASURER

*Amanda R. Toney*  
*Treasurer and Real Property Lister*

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

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09-21-2017

Memo to Finance Committee:

The August sales tax figure was \$136,653.51. This is a new highest amount for Green Lake County. The last time we had a figure even close to this amount was back in 2014. If you look at the 2016 figures compared to the 2017 year to date figures we are ahead by \$25,855.36.

Total boat launch fees collected as of August 31, 2017 is \$31,596.52. This figure is lower than 2016 at the end of August by \$1,212.27 but higher than the 2017 budget amount of \$26,000.00.

#### TAX COLLECTION UPDATE:

Below is a comparison of this year's Real Estate tax collection compared to last year's collection:

As of 8-31-17: \$605,360.47 left to collect, which is 1.43% of the total 2016 Real Estate taxes.

As of 8-31-16: \$843,391.32 left to collect, which was 1.97% of the total 2015 Real Estate taxes.

We continue to see a downward trend for collection year unpaid real estate taxes on August 31. Last year we had 570 parcels with unpaid taxes and this year we were down to 441 parcels.

On the first working day of September, we issued a certificate number to the 441 parcels with delinquent 2016 taxes. This "issuance" starts the redemption period until Green Lake County could take a tax deed to the property. We then mailed letters to the 441 parcels to notify them that we could take a deed to their property if the taxes are unpaid in three years. Since we mailed these letters, our phones have been busy!

#### TAX DEED UPDATE:

As of today, we have four owners with five parcels that still have delinquent 2013 taxes. We will need to schedule a meeting early in October to discuss the final properties with delinquent 2013 taxes so please check your calendars for available dates.

All tax bills going back to 2010 are now online and available to the public.

Hannah Lueneburg has worked diligently to make sure we are now up to date with the normal ownership changes that come from the Register of Deeds office. With all tax records being online, the public really appreciates it when this information is updated as soon as possible.

The annual billing cycle has now started for the Seneca Warren Drainage District. Stefanie Meeker has been busy compiling the payment tracking spreadsheet and balancing last year's payments for the upcoming tax cycle. Those owners who have not paid their drainage district assessment from last year will have it put on their property tax bill as a special charge in 2017.

Respectfully submitted,

Amanda R. Toney



**GREEN LAKE COUNTY TREASURER'S REPORT**

**AUGUST 2017**

CASH BALANCE: 07-30-2017 **2,037,726.86**

**RECEIPTS:**

General:	990,624.62
Redemption Tax - Principle:	35,157.89
Redemption Tax - Interest	13,593.87
Redemption Tax - Penalty	6,775.76
Postponed & Delinquent Tax - Principle:	1,581,387.68
Postponed & Delinquent Tax - Interest:	10,467.32
Postponed & Delinquent Tax - Penalty	5,233.66
Sales Tax Deposit from State	136,653.51
Wire Transfer from Farmers for August Settlement	4,865,000.00
CD from Horicon Bank	1,002,095.89
CD from Bank Mutual	652,134.84
CD from First National	852,194.86

**TOTAL RECEIPTS:** 10,151,319.90 **12,189,046.76**

**DISBURSEMENTS:**

General Maintenance:	962,603.45
Direct Deposit Payroll	740,456.47
DHHS Deposit to LGIP	270,340.50
Payroll deductions and taxes	344,644.21
Sales Tax Money Transfer to LGIP	124,770.68
Bank fee	8.00
Real Estate Transfer Fees	24,139.67
Transfer to Flex/HRA account	11,910.22
NSF Fee/Foreign Check Processing Fee	30.00
Voided Checks from Previous Month	-345.00
Outstanding Check Resolution	-3,206.10
September Bond Interest Payment	159,250.94
EE Closed Account	-106.64
August State Settlement Payment	128,362.30
August Municipal Payments	8,736,607.71

**TOTAL DISBURSEMENTS:** 11,499,466.41

**TREASURER'S CASH BALANCE:** **689,580.35**

**BANK RECONCILIATION**

Green Lake Horicon Bank-Checking:	690195	182,743.85
Green Lake Horicon Bank - Money Market:	690224	<u>688,282.05</u>

**TOTAL** 871,025.90

Less Outstanding Checks 181,445.55

Available Bank Balance 689,580.35

Cash in Office 08/31/17 0.00

08/31/17 CASH BALANCE	<span style="border: 1px solid black; padding: 2px;"><b>689,580.35</b></span>
TREASURER'S CASH	<span style="border: 1px solid black; padding: 2px;"><b>689,580.35</b></span>
DIFFERENCE	<span style="border: 1px solid black; padding: 2px;"><b>0.00</b></span>

**GREEN LAKE COUNTY TREASURER'S REPORT**

**AUGUST 2017**

**RECONCILIATION OF RECEIPTS & DEPOSITS**

Cash in Office	July 31, 2017	0.00
Total Receipts	AUGUST 2017	<u>10,151,319.90</u>
<b>SUB TOTAL</b>		<b>10,151,319.90</b>
Less Deposits for Month:		<u>10,151,319.90</u>
Cash in Office	8/31/2017	0.00

**PROOF OF OUTSTANDING CHECKS**

Outstanding Checks	July 31, 2017	350,525.45
Total Disbursements	AUGUST 2017	11,499,466.41
<b>SUB TOTAL</b>		<b><u>11,849,991.86</u></b>
Less Checks Cashed by Bank		2,136,592.27
DHHS Deposit to LGIP		270,340.50
Payroll deductions and taxes		100,780.33
Sales Tax transfer to LGIP		124,770.68
Bank fee		8.00
Transfer to Flex/HRA account		11,910.22
NSF Fee/Foreign Check Processing Fee		30.00
September Bond Interest Payment		159,250.94
		-106.64
August State Settlement Payment		128,362.30
August Municipal Payments		8,736,607.71
<b>Outstanding Checks</b>	<b>8/31/2017</b>	<b>181,445.55</b>

**2017 INTEREST REVENUE**  
*(PROJECTED BUDGET: \$70,000.00)*

1/31/17 Money Markets	January Interest	\$3,586.07
2/28/17 Money Markets	February Interest	\$3,895.19
3/31/17 Money Markets	March Interest	\$5,884.26
4/30/17 Money Markets	April Interest	\$4,021.11
5/31/17 Money Markets	May Interest	\$3,569.98
6/30/17 Money Markets	June Interest	\$2,837.48
7/31/17 Money Markets	July Interest	\$3,358.66
8/31/17 Money Markets	August Interest	\$13,794.91
Money Markets	September Interest	
Money Markets	October Interest	
Money Markets	November Interest	
Money Markets	December Interest	
	<b>TOTAL</b>	<b><u>\$40,947.66</u></b>

**HORICON BANK ACCOUNTS**

**Balance as of 08/31/17**

Flex/HRA Checking Account #2395	\$7,885.02
Flex/HRA Money Market Account #2366	\$435,105.88
Gelhar Escrow Account #8674	\$34,683.99

**GREEN LAKE COUNTY TREASURER'S REPORT**

**INVESTMENTS AUGUST 2017**

**LOCAL GOVERNMENT INVESTMENT POOL**

#824000

<u>Date</u>		<u>Account #01</u>
07/31/17	Balance L.G.I.P.	859,675.32
08/07/17	DCF SPARC PMT	14,182.21
08/10/17	HFS Comm AIDS	237,830.00
08/11/17	DCF SPARC PMT	12,961.78
08/14/17	DCF SPARC PMT	40.51
08/31/17	DCF SPARC PMT	5,326.00
08/31/17	Interest	888.64
08/31/17	Balance L.G.I.P.	<b>\$1,130,904.46</b>

**Date Started INSTITUTIONS**

<u>Date Started</u>	<u>INSTITUTIONS</u>	<u>Term</u>	<u>Account #</u>	<u>PRINCIPLE</u>	<u>YIELD RATE</u>	<u>DUE DATE</u>
09/15/16	Farmers & Merchants Bank CD**	12 month	#707263	650,000.00	1.00%	09/15/17
03/20/17	Farmers & Merchants Bank CD**	6 month	#708494	1,000,000.00	1.10%	09/20/17
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	2,026,006.03	1.30%	12/01/17
09/09/14	Farmers & Merchants Bank CD**	39 month	#703152	2,040,161.90	1.00%	12/09/17
04/14/17	First National Bank - CD**	12 month	#8631292	1,011,045.46	1.10%	04/14/18
05/01/17	Horicon Bank**	12 month	#100000077035	500,000.00	1.25%	05/01/18
10/30/13	Citizens Community Federal	Money Market	20033645	162,924.54	0.25%	
04/20/11	Farmers & Merchants Bank**	Money Market	310818	5,105,750.55	1.00%	
03/18/15	First Business Bank	Money Market	7017-03210	2,737.31	0.45%	
11/01/15	Horicon Retirement	Money Market	1424497	100,791.22	0.50%	
08/05/13	Ripon Horicon Bank	Money Market	831744	5,203.09	0.15%	
	<b>TOTAL</b>			<b>\$13,604,620.10</b>		

**SALES TAX**

	<u>2017 PRINCIPLE</u>	<u>2017 INTEREST</u>	<u>TOTAL SALES TAX</u>	<u>Retailer Collection Period</u>
<b>BALANCE 12/31/16</b>			2,644,895.49	
01/01/17	118,892.52	543.84	119,436.36	October, 2016
02/02/17	85,317.33	593.90	85,911.23	November, 2016
03/03/17	111,261.11		111,261.11	December, 2016
03/31/17	8,693.98	574.71	9,268.69	Remaining Sales Tax Funds
04/30/17	85,736.81	405.30	86,142.11	January, 2017
05/31/17	81,759.61	506.79	82,266.40	February, 2017
06/30/17	97,374.20	598.08	97,972.28	March, 2017
07/31/17	127,505.00	799.66	128,304.66	April, 2017
08/31/17	124,770.68	1,006.82	125,777.50	May, 2017
<b>TOTAL COLLECTED IN 2017</b>	<b>841,311.24</b>	<b>5,029.10</b>	<b>\$3,491,235.83</b>	
<b>TOTAL 2017 LOAN PAYMENTS</b>			<b>2,448,599.69</b>	
<b>BALANCE OF SALES TAX FUNDS</b>			<b>\$1,042,636.14</b>	

**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>
8/31/2017 LGIP Sales Tax Account #09			1,042,636.14		
<b>Total Funds Held in Trust</b>			<b>\$1,042,636.14</b>		

<u>PAYMENT DATE</u>	<u>LOAN PAYMENT AMOUNT</u>	<u>2017 LOAN PAYMENT HISTORY</u>	<u>TOTAL</u>	
03/01/17	294,318.75	Paid on 2/28/2017	294,318.75	Justice Center Loan Payment-DTC
04/01/17	497,431.25	Paid on 3/31/2017	497,431.25	Justice Center Loan Payment-DTC
04/01/17	1,500,000.00	Paid on 3/31/2017	1,500,000.00	Sales Tax CD for Bond Refinance
09/01/17	156,849.69	Paid on 08/31/2017	156,849.69	Justice Center Loan Payment-DTC
			<b>\$2,448,599.69</b>	<b>Total Paid on Loan in 2017</b>

\*\* Collateralized Investment

AUGUST 2017

**EFFECTIVE INTEREST RATES - OVERALL**

<b><u>INSTITUTION</u></b>	<b><u>AMOUNT</u></b>	<b><u>ACCOUNT NUMBER</u></b>	<b><u>RATE</u></b>
L.G.I.P.	2,178,762.41		0.58%
Farmers & Merchants Bank CD**	650,000.00	#707263	1.00%
Farmers & Merchants Bank CD**	1,000,000.00	#708494	1.10%
First National Bank - CD**	1,000,000.00	#8769374	0.85%
Farmers & Merchants Bank CD**	2,026,006.03	#704462	1.30%
Farmers & Merchants Bank CD**	2,040,161.90	#703152	1.00%
First National Bank - CD**	1,011,045.46	#8631292	1.10%
Horicon Bank**	500,000.00	#100000077035	1.25%
Citizens Community Federal	162,924.54	20033645	0.25%
Farmers & Merchants Bank	5,105,750.55	310818	1.00%
First Business Bank	2,737.31	7017-03210	0.45%
<i>GL Cty Retirement-Horicon</i>	<i>100,791.22</i>	<i>1424497</i>	<i>0.50%</i>
<i>Ripon Horicon Bank</i>	<i>5,203.09</i>	<i>831744</i>	<i>0.15%</i>
<i>Horicon Bank</i>	<i>688,282.05</i>	<i>690224</i>	<i>0.05%</i>
	16,471,664.56		Average APY 0.76%
<b><u>TOTAL INVESTED</u></b>	<b>15,677,388.20</b>		Average Investment APY <span style="border: 1px solid black; padding: 2px;"><b>0.90%</b></span>

<b><u>MONTHLY</u></b>	<b><u>AVERAGE</u></b>
January 2017	0.73%
February 2017	0.73%
March 2017	0.75%
April 2017	0.74%
May 2017	0.74%
June 2017	0.74%
July 2017	0.74%
August 2017	0.76%
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
2/28/2017	Horicon (Gelhar Esc.)	1000008674	3.89	
2/28/2017	Horicon (Flex MM)	1000002366	64.56	
2/28/2017	LGIP	Account #1	148.97	
2/28/2017	LGIP	Account #9	593.90	
2/28/2017	LGIP	Account #11	2.31	
2/28/2017	Citizens Community	20033645	56.14	
2/28/2017	Farmers & Merchants	310818	3,024.51	
2/28/2017	First Business Bank	7017-03210	0.11	
2/28/2017	Horicon Retirement	1424497	0.21	
2/28/2017	Ripon Horicon Bank	831744	0.59	\$3,895.19
3/31/2017	Horicon (Gelhar Esc.)	1000008674	4.42	
3/31/2017	Horicon (Flex MM)	1000002366	69.93	
3/31/2017	LGIP	Account #1	1,489.28	
3/31/2017	LGIP	Account #9	574.71	
3/31/2017	LGIP	Account #11	2.68	
3/31/2017	Citizens Community	20033645	61.29	
3/31/2017	Farmers & Merchants	310818	3,680.98	
3/31/2017	First Business Bank	7017-03210	0.11	
3/31/2017	Horicon Retirement	1424497	0.19	
3/31/2017	Ripon Horicon Bank	831744	0.67	\$5,884.26
4/30/2017	Horicon (Gelhar Esc.)	1000008674	4.27	
4/30/2017	Horicon (Flex MM)	1000002366	64.88	
4/30/2017	LGIP	Account #1	265.30	
4/30/2017	LGIP	Account #9	405.30	
4/30/2017	LGIP	Account #11	2.79	
4/30/2017	Citizens Community	20033645	31.21	
4/30/2017	Farmers & Merchants	310818	3,246.03	
4/30/2017	First Business Bank	7017-03210	0.11	
4/30/2017	Horicon Retirement	1424497	0.47	
4/30/2017	Ripon Horicon Bank	831744	0.75	\$4,021.11
5/31/2017	Horicon (Gelhar Esc.)	1000008674	4.42	
5/31/2017	Horicon (Flex MM)	1000002366	64.01	
5/31/2017	LGIP	Account #1	377.90	
5/31/2017	LGIP	Account #9	506.79	
5/31/2017	LGIP	Account #11	3.13	
5/31/2017	Citizens Community	20033645	36.79	
5/31/2017	Farmers & Merchants	310818	2,576.16	
5/31/2017	First Business Bank	7017-03210	0.12	
5/31/2017	Horicon Retirement	1424497	0.00	
5/31/2017	Ripon Horicon Bank	831744	0.66	\$3,569.98
6/30/2017	Horicon (Gelhar Esc.)	1000008674	4.27	
6/30/2017	Horicon (Flex MM)	1000002366	59.67	
6/30/2017	LGIP	Account #1	435.08	
6/30/2017	LGIP	Account #9	598.08	
6/30/2017	LGIP	Account #11	3.30	
6/30/2017	Citizens Community	20033645	33.46	
6/30/2017	Farmers & Merchants	310818	1,702.87	
6/30/2017	First Business Bank	7017-03210	0.11	
6/30/2017	Horicon Retirement	1424497	0.00	
6/30/2017	Ripon Horicon Bank	831744	0.64	\$2,837.48
7/31/2017	Horicon (Gelhar Esc.)	1000008674	4.42	
7/31/2017	Horicon (Flex MM)	1000002366	58.90	
7/31/2017	LGIP	Account #1	575.07	
7/31/2017	LGIP	Account #9	799.66	
7/31/2017	LGIP	Account #11	3.92	
7/31/2017	Citizens Community	20033645	34.58	
7/31/2017	Farmers & Merchants	310818	1,881.32	
7/31/2017	First Business Bank	7017-03210	0.12	
7/31/2017	Horicon Retirement	1424497	0.00	
7/31/2017	Ripon Horicon Bank	831744	0.67	\$3,358.66
8/31/2017	Horicon (Gelhar Esc.)	1000008674	4.42	
8/31/2017	Horicon (Flex MM)	1000002366	56.11	
8/31/2017	LGIP	Account #1	888.64	
8/31/2017	LGIP	Account #9	1,006.82	
8/31/2017	LGIP	Account #11	4.42	
8/31/2017	Citizens Community	20033645	34.59	
8/31/2017	Farmers & Merchants	310818	6,596.70	
8/31/2017	First Business Bank	7017-03210	0.12	
8/31/2017	Horicon Retirement	1424497	0.00	
8/31/2017	Ripon Horicon Bank	831744	5,203.09	\$13,794.91



**RESOLUTION NUMBER -2017**

**Cooperation Agreement for CDBG Program**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 17th day of October 2017, does resolve as follows:

- 1 **WHEREAS**, Green Lake County has an identified a need and interest in joining the
- 2 Central Wisconsin Housing Region, which includes the counties of Adams, Green Lake,
- 3 Juneau, Marathon, Marquette, Portage, Waupaca, Waushara, and Wood, to provide
- 4 decent housing, and
- 5 **WHEREAS**, Green Lake County contemplates submitting jointly with the Central
- 6 Wisconsin Housing Region an application for funds under the Community Development
- 7 Block Grant (CDBG) housing program of the Wisconsin Division of Housing (DOH) for
- 8 the purpose of meeting those needs, and
- 9 **WHEREAS**, Green Lake County and the Central Wisconsin Housing Region desire to
- 10 and are required to, enter into a written cooperative agreement with each other to
- 11 participate in such CDBG program, and

Majority vote is needed to pass.

Roll Call on Resolution No. -2017

Submitted by Finance Committee:

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 17<sup>th</sup> day of October, 2017.

\_\_\_\_\_  
Harley Reabe, Chair

\_\_\_\_\_  
Larry Jenkins

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Robert Lyon

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Joanne Guden

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Dennis Mulder

12 **WHEREAS**, Green Lake County and the Central Wisconsin Housing Region understand  
13 that Juneau County will act as the applicant (Lead), and will have the ultimate  
14 responsibility to assume all obligations under the terms of the grant including assuring  
15 compliance with all applicable laws and program regulations and performance of all  
16 work in accordance with the grant contract.

17 **WHEREAS**, it is understood that the Department of Housing and Urban Development  
18 and DOH have access to all participants' grant records and authority to monitor all  
19 activities,

20 **NOW THEREFORE BE IT RESOLVED** pursuant to Wisconsin Statutes 66.0301, Green  
21 Lake County and the Central Wisconsin Housing Region agree to cooperate in the  
22 submission of an application for such funds, and agree to cooperate in the  
23 implementation of the submitted CDBG program, as approved by the Department of  
24 Administration.

25 **BE IT FURTHER RESOLVED** nothing contained in this agreement shall deprive any  
26 municipality of any power or zoning, development control or other lawful authority which  
27 it presently possesses.



**RESOLUTION NUMBER -2017**

**Creation of Two Additional IT Support Specialist Positions**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 17th day of October 2017, does resolve as follows:

**WHEREAS**, beginning in 1996 the Information Technology Department has operated with two full-time employees serving the technology needs of all County departments. Departmental requirements for technology have changed immensely in the last 21 years. In 1996 some departments had very little or no IT needs or requirements. However, the number of employees that rely on technology has steadily increased as technology has evolved. Today every employee relies on technology to perform day-to-day job duties; and,

Fiscal Note is attached.

Roll Call on Resolution No. -2017

Submitted by Information Technology Committee:

Ayes , Nays , Absent , Abstain 0

Passed and Adopted/Rejected this 17th day of October, 2017.

\_\_\_\_\_  
Joy Waterbury, Chair

\_\_\_\_\_  
Nick Toney, Vice-chair

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Katie Mehn

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Gail Schroeder

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_  
Preston Hiestand, Jr.

**WHEREAS**, along with the evolution of technology needs, there has been an increase in the complexity of the interactions and requirements of technology used within and between departments, and with the public. The IT Department is responsible for keeping all of these existing systems running smoothly and managing their availability, integrity, and security; and,

**WHEREAS**, the current level of technology infrastructure invested by the County, the amount of day-to-day maintenance required of current production systems is now overshadowing the workload for new projects that a department of two people can responsibly handle. Furthermore, during vacations and leaves, just one employee staffs the department two months out of the year, and,

**WHEREAS**, to continue meeting the current needs and requirements, the constant changing and evolution of technology, and considering the upcoming retirement of one staff member in early 2020, the Information Technology Department needs two new positions in 2018 allowing for managed gradual training and integration with the department and the rest of the organization.

**NOW THEREFORE BE IT RESOLVED** that the Green Lake County Board of Supervisors hereby creates two positions of IT Support Specialist within the Information Technology Department beginning with the 2018 fiscal year. One position shall be filled no earlier than April 1, 2018 and the second shall be filled no earlier than October 1, 2018.



**RESOLUTION NUMBER -2017**

**Resolution to Create One Additional Position for Highway Laborer**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 17<sup>th</sup> day of October 2017, does resolve as follows:

- 1 **WHEREAS**, The Highway Department has acquired additional municipal and state work
- 2 over the last few years adding to the workload of current staff; and,
- 3 **WHEREAS**, The Highway Department has a total of 16 employees in the field,
- 4 consisting of 14 laborers, 1 sign man, and 1 highway foreman; and,

Reviewed and  approved  disapproved by Personnel Committee

Fiscal Note reviewed and  approved  disapproved by Finance Committee

Majority vote is needed to pass.

Roll Call on Resolution No. -2017

Submitted by Highway Committee:

Ayes , Nays , Absent , Abstain 0

Passed and Adopted/Rejected this 17th day of October 2017.

\_\_\_\_\_  
Paul Schwandt, Chair

\_\_\_\_\_  
Rich Slate

\_\_\_\_\_  
County Board Chairman

\_\_\_\_\_  
Vicki Bernhagen

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Dennis Mulder

\_\_\_\_\_  
Corporation Counsel

\_\_\_\_\_

\_\_\_\_\_

5 **WHEREAS**, The Highway Department currently plows 15 routes, which include State,  
6 County and township roads, and with the current staffing level, it is difficult to cover  
7 winter plow routes and account for vacations, illnesses and work related injury; and,

8 **WHEREAS**, the addition of one highway laborer to the current staff would allow for  
9 additional flexibility and a better level of service to County residents and the traveling  
10 public; and,

11 **WHEREAS**, with the additional municipal work has resulted in a projection of an  
12 additional 2000 hours by the end of 2017, and the additional highway laborer position  
13 would be almost completely funded by the revenues generated by the municipal work.

14 **NOW THEREFORE BE IT RESOLVED** that the Green Lake County Board of  
15 Supervisors hereby creates an additional (one) position of Highway Laborer within the  
16 Highway Department. The position may be filled no earlier than January 1, 2018.

17 **FISCAL NOTE: attached.**

**GREEN LAKE COUNTY  
PERSONNEL COSTS for Highway Laborer New Position  
INCREASE TO 2018 BUDGET**

**Minimum \$50,182**

**Maximum \$72,121**

DEPARTMENT: \_\_\_\_\_ HIGHWAY \_\_\_\_\_

\*round off all totals to the nearest dollar

JOB TITLE	EMPLOYEE NAME	RATE	HOURS	ANNUAL SALARY	OVERTIME	RETIREMENT	SOCIAL SECURITY	HEALTH	LIFE	TOTAL FRINGE	TOTAL
HIGHWAY LABORER	VACANT-New Position	20.44	2080	\$ 42,515		\$ 2,849	\$ 3,253	\$ 1,500	\$ 65	\$ 7,667	\$ 50,182
HIGHWAY LABORER	VACANT-New Position	20.44	2080	\$ 42,515		\$ 2,849	\$ 3,253	\$ 23,439	\$ 65	\$ 29,606	\$ 72,121

Wisconsin Retirement

General Employee - 0.0670

Social Security

0.0765

2018 Health Insurance

	<b>% CoShare</b>
Opt Out	<b>\$1,500.00</b>
Single	<b>\$8,796.44</b>
Limited	<b>\$18,165.77</b>
Family	<b>\$23,438.93</b>