

**FINANCE COMMITTEE**  
**March 28, 2013**

The meeting of the Finance Committee was called to order by Chair Deb Schubert at 4:30 PM on Thursday, March 28, 2013, in the Green Lake County Board Room. The requirements of the open meeting law were certified as being met.

Present:                    Deb Schubert  
                              Joanne Guden  
                              Jack Meyers  
                              Harley Reabe  
                              Margaret Whirry

Also Present:            Marge Bostelmann, County Clerk            Dan Hurst, Corporation Counsel  
                              Kathy Morris, Treasurer                    Sarah Guenther, ROD  
                              Sue Wendt, Supervisor                    Phil Robinson, HHS Deputy Director  
                              Jim Hebbe, LCD                                LeRoy Dissing, HHS Director  
                              Becky Pence, Highway                    Amy Brook, Highway Commissioner  
                              Lori Evans, Adm Asst                        Sheriff Podoll  
                              Al Shute, LUPZ                                Tami Eisenga, RIP  
                              Tony Daley, Berlin Journal

The Pledge of Allegiance was recited.

**AGENDA**

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

**MINUTES**

*Motion/second (Whirry/Guden)* to approve the minutes of the February 28, 2013. Motion carried.

**PUBLIC COMMENTS**

Sarah Guenther stated that a file cabinet in the old ROD office was damaged by water causing damage to the file jackets. She has received a cost for the repair. The repair will be completed in a few weeks. She has also been in contact with Bill Hutchison of IT and is moving forward with public access to online information. This will not cost anything and will generate revenue.

**CORRESPONDENCE** – None

**OPEN TAX DEED BIDS** – None

**TREASURER'S MONTHLY REPORT**

Morris presented her report. She explained that the Baraboo Bank recently entered into a Consent Order with the Office of the Comptroller of Currency this is not a Cease and Desist order. The majority of items cited in the consent order have been addressed and resolved.

Morris reported the sales tax received in April is \$69,652.92. This amount is consistent with other years

for the same month. Morris recapped the new Bond issue.

Reabe questioned if payments are being made on the McFarlin property per the Committee agreement with the property owner. Morris stated that no payments have been made per the agreement. She will contact them.

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

### **ESTABLISH COMMITTED ACCOUNT FOR RETIREMENT PAYOUTS FROM PAYROLL LAG MONIES**

Bostelmann stated that she was not here last month, but she would recommend that if the Committee wants to set up a payroll liability fund using the fund from the payroll lag; that they wait until the 2012 audit is complete and discuss how to set up the fund with the auditor. Schubert asked how this came up at the last meeting. Discussion was held. This will be discussed again after the 2012 audit is complete.

### **LAND CONSERVATION CARRYOVER FUNDS**

Hebbe explained that the carryover for the clean sweep is to make sure the county has enough funds to cover all waste that is received. He also stated that the department is planning to do a drug clean sweep this year. It has been several years since the last one. Discussion was held. Hebbe also explained the Conservation Fund. It was established in 1999 and is used for federal grant match dollars. It is also used for any errors or omissions of contracts. The County has received over \$235,000 in grants that have required matching funds. This fund has provided the match. The Land and Water Resource Management Plan will implement a Purchase of Agricultural Easements program in the future which will allow for the purchase of conservation easements and agricultural districts to insure water quality.

### **APPROVAL OF FUNDS – COMMITTED, ASSIGNED, AND RESTRICTED**

The list was presented.

*Motion/second (Meyers/Reabe)* to approve the committee, assigned and restricted funds as presented. Motion carried.

### **BUDGET ADJUSTMENTS**

Dissing explained that the Office of Justice Assistance awarded Green Lake County HHS with \$42,332 to develop a work site for medium to high risk youthful offenders that will assist them in repayment to their crime victims. Twenty to forty youth will be served over an 18 month period. The grant will pay for a half-time job coach. The plan is to have the youth pay off their court ordered restitution at FRI or the proposed Thrift store. *Motion/second(Whirry/Meyers )* to accept the budget adjustment. Motion carried.

### **BUDGET REVIEW**

Highway: Pence explained that revenue and expenditure questions from last month. Discussion was held. *Motion/second (Reabe/Meyers)* to accept the budget review. All ayes. Motion carried.

### **RESOLUTIONS/ORDINANCES** – None

### **SUPERVISOR'S MONTHLY CLAIMS**

Supervisors' claims were presented in the amount of \$5,367.54 and \$278.69 for lay people.

### **MONTHLY VOUCHERS**

Vouchers were presented for Finance in the amount of \$25,189.18 and IT in the amount of \$7,627.98. **Motion/second (Reabe/Whirry)** to approve the supervisor's claims and the vouchers for Finance. All ayes. Motion carried.

**Motion/second(Meyers/Guden )** to excuse Reabe from the meeting at 5:14. Motion carried.

### **CLERK'S REPORT**

Bostelmann reported that Angie Petruski who will be taking the job vacated by Liz started on Tuesday. The software training took place on March 20 to 22. An overview was given to all employees who use the Alio software and specific instruction was given for other employees for specific applications. The Auditors will be here next week.

Schubert question where the County sends people for physicals. Bostelmann explained that several medical facilities are used depending on cost and the type of physical.

### **COMMITTEE DISCUSSION**

- **Future meeting dates:** Regular meeting: April 25, 2013 at 4:30
- **Future Agenda:** Property tax deed and agreement with McFarlin

### **ADJOURNMENT**

**Motion/second (whirry/Guden )** to adjourn at 5:20 PM. All ayes. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk