

## FINANCE COMMITTEE

May 28, 2015

The meeting of the Finance Committee was called to order by Chairman, Harley Reabe at 4:30 PM on Thursday, May 28, 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  
Jack Meyers  
Debra Schubert  
Ben Moderow

Absent: Joanne Guden

Also Present: Marge Bostelmann, County Clerk  
LeRoy Dissing, HHS Director  
Sheriff Podoll  
Becky Pence, Highway  
Andrew Christenson, DA  
Jon Trautman, Schenck, SC  
Roger Field, GLCEDC  
**Betsy Amend, Treasurer**

Amy Brooks, Highway  
Phil Robinson, Deputy HHS Director  
Al Shute, LUPZ  
Lori Evans, Sheriff's office  
Michael Konecny, Schenck, SC  
Linda Ruggeri, GLCVB  
Tony Daley, Berlin Journal

### AGENDA

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

### MINUTES

*Motion/second (Meyers/Moderow)* to approve the minutes of April 30, 2015 correcting a typographical error on page 1. Motion carried.

PUBLIC COMMENTS – None

CORRESPONDENCE – None

OPEN TAX DEED BIDS – None

### APPEARANCES

- Mike Konecny, Schenck SC, Audit of HHS billing and accounting processes: Konecny presented information on the Human Services Financial Systems proposal. The project will define/improve Human Services Accounting Process and Procedures primarily related to billing, collections and registration, Secondary focus on purchasing, accounts payable, financial reporting and grant reporting as applicable. The process would take 30 days. A special meeting will be called to discuss this.
- Jon Trautman, Schenck SC, County Surplus/Capital Outlay Projects: Trautman addressed how surplus can be used as committed funds for a capital outlay/maintenance. Trautman explained the trend of undesignated funds, the county fund balance policy and how the committed fund can be used for capital projects. He reviewed the preliminary draft 2014 balance sheet explaining the unassigned funds. He explained that the Committee can commit funds determined by the capital outlay plan outlined by

departments. First thing is to review the policy and update it to include capital planning.

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

Amend sent her report to the Committee. The May 1<sup>st</sup> sales tax deposit was \$98,626.84 and the June 1<sup>st</sup> deposit was \$111,812.89. Letters to property owners with delinquent taxes will be sent out June 5<sup>th</sup>. Twenty-six parcels have 2011 taxes still owed. They have also been working with the assessors getting ready for open book.

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

### **DEPARTMENT HEAD REPORT – AMY BROOKS, HIGHWAY DEPARTMENT**

Brooks presented a hand out showing revenue and expenditures for February, March and April. Things are looking good at this time.

### **RESOLUTION/ORDINANCES** – None

### **FUNDING REQUEST FOR EDC \$6,000**

Reabe stated that the EDC is requesting \$6,000 for marketing and establishing a brand for the GLCVB. He also stated that Roger Field and Scott Sommers of the EDC and Linda Ruggeri from GLCVB were here for questions. *Motion/second(Meyers/Schubert)* to approve \$6,000 be used from the contingency fund for the marketing grant. Motion carried.

### **P&Z COMMITTEE REQUEST FOR FUNDING OF COURT ORDER SANITARY SYSTEM CORRECTIVE ACTIONS**

LUPZ is requesting an abatement fund for court ordered abatements. A \$10,000 budget item was dropped in 2006 and put into the carryover fund it was later lapsed to the general fund in 2008. Discussion held. *Motion/second(Meyers/Schubert)* to send the request back to the LUPZ Committee and any abatement/court order is to be paid by their committee's budget. Motion carried.

### **BUDGET ADJUSTMENTS** – None

### **BUDGET REVIEW**

Revenue: A report on forest crop land will be presented next month  
Dissing explained the WIMCR revenue from the State.

Expenditure: Bostelmann will correct the disbursements of the public officials bond and public employees bond. It appears the wrong account number was used.

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

Supervisors' claims: \$3,828.33  
Lay People claims: \$0

### **MONTHLY VOUCHERS**

Finance Departments: \$35,673.00  
IT: \$14,498.15

*Motion/second (Schubert/Moderow)* to approve the Finance and IT vouchers and supervisors' claims.  
Motion carried.

**CLERK'S REPORT**

**COMMITTEE DISCUSSION**

- **Future meeting dates: Special meeting for Schenck HHS proposal June 11<sup>th</sup> at 4:30 and June 25, 2015, 4:30 PM.**
- **Future Agenda:**

**ADJOURNMENT**

*Motion/second (Schubert/Moderow)* to adjourn at 5:40 PM. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk