

**FINANCE COMMITTEE**  
**October 31, 2013**

The meeting of the Finance Committee was called to order by Chair Deb Schubert at 4:30 PM on Thursday, October 31, 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                    Absent: Margaret Whirry  
                                  Jack Meyers                    Harley Reabe

Also Present:

Marge Bostelmann, County Clerk	Dan Hurst, Corporation Counsel	Kathy Morris, Treasurer
Amy Brooks, Highway	Sheriff Podoll	Becky Pence, Highway
Lori Evans, Sheriff's Office	LeRoy Dissing, HHS Director	Phil Robinson, HHS Deputy
Mark Arend, Library	Maureen Schweder, Supervisor	Sue Wendt, Supervisor
Tony Daley	Mark Arend, Winnefox	Representatives of the County Libraries

The Pledge of Allegiance was recited.

**AGENDA**

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

**MINUTES**

*Motion/second (Guden/Meyers)* to approve the minutes of the September 26, 2013 correcting a typo and of September 30, 2013 as presented. Motion carried.

**PUBLIC COMMENTS** – None

**CORRESPONDENCE** – None

**OPEN TAX DEED BIDS** – No bids received.

**APPEARANCES** – None

**TREASURER'S MONTHLY REPORT**

Morris presented her report to the Committee. Sales tax to be deposited on November 1 will be \$119,843.27. Morris explained that 4 of the tax deed properties were paid off within the 10 days after taking tax deed so those properties were deeded back. Morris reported on other 2009 delinquent properties that were not taken on tax deed because of bankruptcy, payments being made and one property was sold. The two lots in the Town of Princeton on the Fox River will be discussed at the P&I Committee to discuss if these lots could be used for recreational purposes. November 19<sup>th</sup> Morris is planning a meeting for Municipal Treasurers and Clerks. Morris invited members of the committee to attend.

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

## **COUNTY COLLECTION OF THE FIRST INSTALLMENT OF PROPERTY TAXES FOR LOCAL MUNICIPALITIES**

Morris explained that she has signed contracts from the Towns of Brooklyn, Kingston, Mackford and Marquette and the City of Green Lake for the County to do the first half collection of taxes. Morris need approval of the contract and the contract needs to be signed by Jack Meyers and Dan Hurst.

*Motion/second(Guden/Reabe )* to approve contract with the towns and city as stated. Motion carried.

## **DEPARTMENT HEAD REPORT – Mark Podoll, Sheriff**

Mentioned line items that are over in some areas but the overall revenue and expenditure percentages are in line. Discussion was held.

## **2014 BUDGET REVIEW**

- Library Services – Mark Arend: Information for all individual libraries budgets was presented. Information was requested for breakdown of salaries and benefits in future years. Discussion was held on how individual library budgets are developed and the impact municipal wages and benefits on library budgets. Discussion with individual library representatives.

*Motion/second(Reabe/Guden )* to approve the Library request and agree to review the library formula for next year. Roll call vote, 4 ayes, 0 nays, 1 absent, motion carried.

- Highway Department – Amy Brooks: Bostelmann explained that the highway payroll was updated and the levy was reduced. The total levy increase request is for \$37,023. Discussion took place on equipment replacement and upgrade of roads. Highway undesignated reserves will be used for road upgrades and the levy increase will be used for equipment replacement/ road upgrades.

*Motion/second(Guden/Reabe )* to approve the budget request for the Highway Department. Motion carried.

## **FINAL 2014 BUDGET APPROVAL**

The Committee reviewed the final budget. Schubert questioned the Coroner's budget. Bostelmann will review the Coroner's budget.

*Motion/second(Meyers/Guden)* to approve the budget as presented the budget. Motion carried.

## **RESOLUTIONS/ORDINANCES**

Res. Relating to the 2014 Budget and 2013 Property Tax Levy

*Motion/second(Guden/Meyers )* to approve the resolution as presented and send on to the November County Board meeting. Motion carried.

Res. Support of Proposal of Prosperity Southwest Wisconsin Requesting State Financial Support to County Economic Development Organizations By Providing Annual Grants of Up to \$24,000. Reabe explained the importance of this to the County Economic Development Corporations.

*Motion/second(Reabe/Guden )* to approve the resolution and send it on to County Board. Motion carried.

## **BUDGET ADJUSTMENTS**

Based on discussion last month regarding grants that are received the following budget adjustments were requested:

Law Enforcement ICAC Grant – \$1500 increase to revenue and expense

UWEX Grant – \$2,425 increase to revenue and expense

*Motion/second(Reabe/Meyers )* to approve the budget adjustments. Motion carried.

### **BUDGET REVIEW**

Brooks was questioned regarding the Fuel handling budget. Brooks will provide an explanation next month.

### **ADDENDUM TO FISCAL POLICIES AND PROCEDURES – MONITORING AND REVIEW OF PURCHASE OF SERVICE CONTRACTS – LEROY DISSING**

Dissing explained that this is in response to a 2012 Audit Finding. The policy and procedure has been approved by the auditor and the HHS Board.

*Motion/second(Reabe/Meyers )* to approve the policy and procedure presented for monitoring and review of purchase of service contracts. Motion carried.

### **SUPERVISOR’S MONTHLY CLAIMS**

Supervisors’ claims were presented in the amount of \$6,523.67 and lay persons’ of \$1,706.41.

### **MONTHLY VOUCHERS**

Vouchers were presented for Finance in the amount of \$13,614.28 and IT in the amount of \$9,029.52.

*Motion/second (Guden/Meyers)* to approve the supervisor’s claims, and the vouchers for Finance.

Motion carried.

### **CLERK’S REPORT** – None

### **COMMITTEE DISCUSSION**

- **Future meeting dates:** November 21, 2013 at 4:30 pm.
- **Future Agenda:**

### **ADJOURNMENT**

*Motion/second (Meyers/Reabe)* to adjourn at 6:00 PM. Motion carried.

Submitted by,

Marge Bostelmann  
County Clerk