

**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 20<sup>th</sup> 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