



# ***GREEN LAKE COUNTY***

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

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**Original Post Date: 07/20/2017**

**Amended\* Post Date:**

**The following documents are included in the packet for the Finance Committee on July 26, 2017:**

- 1) Agenda
- 2) Draft minutes from 06/28/2017
- 3) Credit Card Request Approvals
- 4) Treasurer's Monthly Report
- 5) Resolution Relating to the Cancelation of Outstanding Checks
- 6) Fiscal Note for Resolution Establishing 2018 Annual Budgeted Allocation for Pay for Performance
- 7) Budget Adjustments



# 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: July 26, 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 June 28, 2017
6. Public Comments (3 Min. Limit)
7. Correspondence
8. Vande Lake & Land, LLC Property Update
9. Credit Card Request Approvals
10. Treasurer's Monthly Report
11. Tax Deed Update
12. Resolutions/Ordinances
  - Resolution Relating to the Cancellation of Outstanding Checks
13. \*Approval of Fiscal Note for Resolution Establishing 2018 Annual Budgeted Allocation for Pay for Performance
14. 2018 Budget
15. Budget Review
16. Budget Adjustments
17. Supervisor's Monthly Claims
18. Clerk's Report
  - Relating to Agenda Items
19. Committee Discussion
  - Future Meeting Dates: Regular Meeting August 23, 2017 at 10:00 am
  - Future Agenda items for action & discussion:
20. Adjourn

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  
JUNE 28, 2017**

The meeting of the Finance Committee was called to order by Chair Harley Reabe at 10:00 AM on Wednesday, June 28, 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 Absent: Robert Lyon  
Larry Jenkins  
Joanne Guden  
Dennis Mulder

Also Present: Angela Petruske, Acct Budget Coord. Amanda Toney, Treasurer  
Becky Pence, Hwy Adm Asst Jason Jerome, HHS Director  
Lori Evans, SO Adm Asst Cathy Schmit, County Administrator  
Amy Brooks, Hwy Commissioner Dawn Klockow, Corporation Counsel  
Nicole Feavel, HR Coordinator

**AGENDA**

*Motion/second (Mulder/Guden)* to approve the agenda. All ayes. Motion carried.

**MINUTES**

*Motion/second (Guden/Jenkins)* to approve the minutes of May 24, 2017. All ayes. Motion carried.

**PUBLIC COMMENTS** – None

**CORRESPONDENCE** – None

**VANDE LAKE & LAND, LLC PROPERTY DISCUSSION**

Treasurer Amanda Toney stated that the June payment has been made.

**CREDIT CARD REQUEST APPROVALS**

Credit card requests received from IT, Sheriff's Office, UW Extension, & Maintenance/Parks

*Motion/second (Jenkins/Mulder)* to approve all credit card requests as submitted. All ayes. Motion carried.

**TREASURER'S MONTHLY REPORT**

Treasurer's report reviewed. Discussion held.

**TAX DEED UPDATE**

Treasurer Amanda Toney stated letters were sent out. 5 owners with 6 parcels were sent certified letters and were not signed. They will be published in the paper. There are 31 parcels on the list now and one owner is making payments and will be off the list by the end of August. Another owner contacted the treasurer's office letting them know they are looking into getting a mortgage to pay for past property taxes.

## **RESOLUTIONS/ORDINANCES**

Resolution to Amend the Corporate By-Laws of the Economic Development Corporation.

*Motion/second (Guden/Mulder)* to approve resolution as submitted. All ayes. Motion carried.

## **2018 BUDGET UPDATE** - None

## **BUDGET REVIEW**

Discussion held on various questions from committee on revenues and expenditures for May. Budget adjustment needs to be done on the 85.21 revenue account for FRI.

## **BUDGET ADJUSTMENTS**

- Purchasing/Utilities & Maintenance to Food Pantry - \$11,100 moved from Purchasing/Utilities & Maintenance to Food Pantry to keep better track of what is spent at the Food Pantry.
- Treasurer – \$4,990 budget adjustment to Interest Income.
- County Board - \$337,547.03 adjust budget for TID closure proceeds received in 2017 to be carried forward in Contingency Fund.

*Motion/second (Guden/Jenkins)* to approve budget adjustments and forward to County Board for final approval. All ayes. Motion carried.

## **SUPERVISOR'S MONTHLY CLAIMS**

Supervisors' claims: \$7,180.32

Lay people: none

*Motion/second (Guden/Mulder)* to approve supervisor's monthly claims. All ayes. Motion carried.

## **CLERK'S REPORT** - None

## **COMMITTEE DISCUSSION**

- **Future meeting dates:** Regular meeting – July 26, 2017 at 10:00 AM
- **Future Agenda:**

## **ADJOURNMENT**

Chairman Reabe adjourned the meeting at 10:19 AM.

Submitted by,

Angela Petruske  
Account Budget Coordinator

## Request for Credit Card Approval

**Department:** Department of Health & Human Services

**Committee:** Health & Human Services Board

Name of Card Holder	Title of Postion	Credit Card Limit
Carrie Nitz	Behavioral Health Unit TAD Grant	\$5,000.00
Shelby Jensen	ESU Manager - Operation Backpack	\$10,000.00

**Justification for Credit Card(s):**

The above staff will be utilizing the credit card to make approved purchases as stated in the TAD grant. (Treatment and Diversion)

Operation backpack supplies will be purchased through donated monies. Shelby has a card currently with a credit card limit of \$5,000 and we would like to include the \$10,000 amount and the total Credit Card Limit for Shelby Jensen would be \$15,000.00

Per Amanda Toney, Treasurer, we can not get multiple credit cards for one individual for different programs.

**Department Head Approval:** 

**Date Approved by Committee of Jurisdiction:** May 8, 2017

*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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07-20-2017

Memo to Finance Committee:

The June sales tax figure was \$127,505.00. This is the highest sales tax figure by \$9,968.87. The current year to date total is \$22,008.23 higher than the 2016 figures. A copy of the sales tax comparison is included in the packet.

Total boat launch fees collected as of July 19, 2017 is \$20,375.06. Last year boat collections as of July 20, 2017 was \$23,549.33. While the year to date total is down the annual boat launch totals have statistically increased.

On July 24, we will receive the payment from the State of Wisconsin for the Shared Revenue, First Dollar Credit, School Levy Tax Credit and Exempt Computer Aid.

### **TAX COLLECTION UPDATE:**

Below is a comparison of this year's Real Estate tax collection compared to last year's collection:  
As of 7-20-17: \$5,912,533.71 left to collect, which is 15.69% of the total 2016 Real Estate taxes.  
As of 7-18-16: \$6,305,261.93 left to collect, which was 16.75% of the total 2015 Real Estate taxes.

We continue to see an increase in tax payments via mail and in person. While this is a particularly busy time of the year for the office, we do enjoy getting to meet and visit with the taxpayers.

### **TAX DEED UPDATE:**

As of today, we have 23 owners with 26 parcels that still have delinquent 2013 taxes. August 31 is the final date for these taxpayers to pay their 2013 taxes in full. We hope that we will receive these funds in the next couple of weeks.

In the future months, the office will be working with Gerry to get all previous year tax bills online.

Respectfully submitted,

Amanda R. Toney

**GREEN LAKE COUNTY TREASURER'S REPORT**

**JUNE 2017**

CASH BALANCE: 05-31-2017 **513,099.23**

**RECEIPTS:**

General:	767,158.93
Transfer from 690195 for Payroll ACH Return-JE	100.00
Redemption Tax - Principle:	28,308.14
Redemption Tax - Interest	9,641.97
Redemption Tax - Penalty	4,821.08
Postponed & Delinquent Tax - Principle:	962,499.85
Postponed & Delinquent Tax - Interest:	3,583.74
Postponed & Delinquent Tax - Penalty	1,791.86
Sales Tax Deposit from State	127,505.00
Transfers from Farmers & Merchants	500,000.00

**TOTAL RECEIPTS:** 2,405,410.57 **2,918,509.80**

**DISBURSEMENTS:**

General Maintenance:	906,717.73
Direct Deposit Payroll	490,471.51
DHHS Deposit to LGIP	89,613.21
Payroll deductions and taxes	336,146.76
Sales Tax Money Transfer to LGIP	97,374.20
Bank fee	8.00
June Real Estate Transfer Fees	32,748.24
Transfer to Flex/HRA account	8,218.52
Stop Payment Fee	30.00
Voided Check from Previous Month	-190.00

**TOTAL DISBURSEMENTS:** 1,961,138.17

**TREASURER'S CASH BALANCE:** **957,371.63**

**BANK RECONCILIATION**

Green Lake Horicon Bank-Checking:	690195	182,256.96
Green Lake Horicon Bank - Money Market:	690224	<u>939,728.27</u>

**TOTAL** 1,121,985.23

Less Outstanding Checks 164,613.60

Available Bank Balance 957,371.63

Cash in Office 06/30/17 0.00

06/30/17 CASH BALANCE	<b>957,371.63</b>
TREASURER'S CASH	<b>957,371.63</b>
DIFFERENCE	<b>0.00</b>

**GREEN LAKE COUNTY TREASURER'S REPORT**

**JUNE 2017**

**RECONCILIATION OF RECEIPTS & DEPOSITS**

Cash in Office	May 31, 2017	0.00
Total Receipts	JUNE 2017	<u>2,405,410.57</u>
<b>SUB TOTAL</b>		<b>2,405,410.57</b>
Less Deposits for Month:		<u>2,405,410.57</u>
Cash in Office	6/30/2017	0.00

**PROOF OF OUTSTANDING CHECKS**

Outstanding Checks	May 31, 2017	69,072.83
Total Disbursements	JUNE 2017	1,961,138.17
<b>SUB TOTAL</b>		<b><u>2,030,211.00</u></b>
Less Checks Cashd by Bank		1,569,507.18
DHHS Deposit to LGIP		89,613.21
Payroll deductions and taxes		100,946.29
Sales Tax transfer to LGIP		97,374.20
Bank fee		8.00
Transfer to Flex/HRA account		8,218.52
Stop Payment Fee		30.00
JE for Returned Payroll ACH Transfer		-100.00
	0.00	
<b>Outstanding Checks</b>	<b>6/30/2017</b>	<b>164,613.60</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
Money Markets	July Interest	
Money Markets	August Interest	
Money Markets	September Interest	
Money Markets	October Interest	
Money Markets	November Interest	
Money Markets	December Interest	
	<b>TOTAL</b>	<b><u>\$23,794.09</u></b>

**HORICON BANK ACCOUNTS**

**Balance as of 06/30/17**

Flex/HRA Checking Account #2395	\$5,185.50
Flex/HRA Money Market Account #2366	\$474,631.52
Gelhar Escrow Account #8674	\$34,675.15



**GREEN LAKE COUNTY TREASURER'S REPORT**

**INVESTMENTS MAY 2017**

<b>LOCAL GOVERNMENT INVESTMENT POOL</b>		#824000	<b>Account #01</b>
<u>Date</u>			
05/31/17	Balance L.G.I.P.		640,359.25
06/05/17	HFS Comm Aids		10,534.00
06/05/17	DWD Core Payment		25,767.46
06/21/17	DWD Core Payment		27,182.00
06/28/17	DWD Core Payment		1,707.00
06/30/17	DWD Core Payment		11,152.00
06/30/17	DWD Core Payment		13,270.75
06/30/17	Interest		435.08
06/30/17	Balance L.G.I.P.		<b>\$730,407.54</b>

<u>Date Started</u>				<u>PRINCIPLE</u>	<u>YIELD RATE</u>	<u>DUE DATE</u>
01/27/17	Horicon Bank CD	6 month	#10000076765	500,000.00	0.50%	07/28/17
01/31/17	Farmers & Merchants Bank CD**	6 month	#708244	1,000,000.00	1.10%	07/31/17
03/23/17	First National Bank - CD**	145 days	#8845716	850,000.00	0.65%	08/15/17
03/17/17	Horicon Bank CD**	5 month	#10000076869	1,000,000.00	0.50%	08/17/17
03/24/17	Bank Mutual	148 days	#707-2040889	650,000.00	0.81%	08/18/17
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	#10000077035	500,000.00	1.25%	05/01/18
10/30/13	Citizens Community Federal	Money Market	20033645	162,855.37	0.25%	
04/20/11	Farmers & Merchants Bank**	Money Market	310818	1,956,857.74	1.00%	
03/18/15	First Business Bank	Money Market	7017-03210	2,737.07	0.45%	
11/01/15	Horicon Retirement	Money Market	1424497	100,957.18	0.50%	
08/05/13	Ripon Horicon Bank	Money Market	831744	5,201.76	0.15%	
<b>TOTAL</b>				<b>\$14,455,822.51</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
<b>TOTAL COLLECTED IN 2017</b>	<b>589,035.56</b>	<b>3,222.62</b>	<b>\$3,237,153.67</b>	
<b>TOTAL 2017 LOAN PAYMENTS</b>			<b>2,291,750.00</b>	
<b>BALANCE OF SALES TAX FUNDS</b>			<b>\$945,403.67</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>
6/30/2017	LGIP Sales Tax Account #09			945,403.67		
	<b>Total Funds Held in Trust</b>			<b>\$945,403.67</b>		

<u>PAYMENT DATE</u>	<u>LOAN PAYMENT AMOUNT</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			0.00	Justice Center Loan Payment-DTC
<b>TOTAL</b>			<b>\$2,291,750.00</b>	<b>Total Paid on Loan in 2017</b>

\*\* Collateralized Investment

**JUNE 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.	1,681,024.68		0.58%
Horicon Bank CD	500,000.00	#100000076765	0.50%
Farmers & Merchants Bank CD**	1,000,000.00	#708244	1.10%
First National Bank - CD**	850,000.00	#8845716	0.65%
Horicon Bank CD**	1,000,000.00	#100000076869	0.50%
Bank Mutual	650,000.00	#707-2040889	0.81%
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	162,855.37	20033645	0.25%
Farmers & Merchants Bank	1,956,857.74	310818	1.00%
First Business Bank	2,737.07	7017-03210	0.45%
<i>GL Cty Retirement-Horicon</i>	<i>100,957.18</i>	<i>1424497</i>	<i>0.50%</i>
<i>Ripon Horicon Bank</i>	<i>5,201.76</i>	<i>831744</i>	<i>0.15%</i>
<i>Horicon Bank</i>	<i>939,728.27</i>	<i>690224</i>	<i>0.05%</i>
	17,076,575.46		Average APY 0.74%
<b><u>TOTAL INVESTED</u></b>	<b>16,030,688.25</b>		Average Investment APY <b>0.84%</b>

<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	
August 2017	
September 2017	
October 2017	
November 2017	
December 2017	

<b>Date</b>	<b>Institution</b>	<b>Account #</b>	<b>Amount</b>	
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
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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
<hr/>				
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
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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
<hr/>				
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
<hr/>				
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



**Resolution Number     -2017**

**Relating to Cancellation of Outstanding Checks**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 15<sup>th</sup> day of August, 2017, does resolve as follows:

**WHEREAS**, Five checks issued by the Treasurer of Green Lake County, drawn against the County's account at Horicon Bank have not been presented for payment by the payees of said checks in excess of one (1) year since said checks were issued;

**NOW, THEREFORE BE IT RESOLVED**, that said outstanding checks as listed below be cancelled, and the amounts represented thereby be restored to the County's general account:

<u>Check Number</u>	<u>Date of Check</u>	<u>Amount</u>	<u>Payee</u>
180891	05/13/2016	\$361.96	Princeton Senior Center
181160	05/27/2016	\$2,721.77	Portage County Sheriff
181324	06/10/2016	\$22.00	Jason Wassong
181797	07/15/2016	\$25.60	Kayla Peterson
181940	07/15/2016	\$74.77	WI Dept of Justice

**BE IT FURTHER RESOLVED**, that a copy of this resolution be furnished to the Horicon Bank.

**NOTE:** The above checks contain the notation "Void after six months"

Roll Call on Resolution No.     -2017

Aye     , Nay     , Absent     , Abstain

Submitted by Finance Committee

Passed & Adopted/Rejected this 15<sup>th</sup> day  
of August, 2017.

\_\_\_\_\_  
Harley Reabe, Chairman

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

\_\_\_\_\_  
Larry Jenkins, Vice Chairman

\_\_\_\_\_  
Attest: County Clerk  
Approved as to Form:

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

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

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

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

**RESOLUTION NUMBER -2017**

**Establishing 2018 Annual Budgeted Allocation for Pay for Performance**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 15th day of August 2017, does resolve as follows:

**WHEREAS**, Green Lake County strives to provide maximum service to its residents while minimizing the financial impact of county taxes on taxpayers, and

**WHEREAS**, Green Lake County continues to operate under State imposed budgetary constraints while providing mandated services, and

**WHEREAS**, with the enactment of ACT 10 the County has reviewed and updated the Green Lake County Personnel Policies and Procedures Manual as well as the Administrative Manual, adopted the WIPFLI Non-Union Compensation Plan and has established an enhanced employee annual review process, and

**WHEREAS**, Green Lake County has now established a policy and practice of compensating employees based on a competitive market salary rate, the quality of their performance, and future non-union wage adjustments shall be based on the merits of employee performance, and

**WHEREAS**, the County Administrator is developing the 2018 Proposed Annual Budget for review and adoption by the Green Lake County Board in November 2017, and wage costs must be incorporated into the budget as proposed and adopted.

**NOW THEREFORE BE IT RESOLVED** by the Green Lake County Board of Supervisors that for staff hired prior to June 30, 2017, each 2018 departmental budget shall include an amount equal to 2% of gross wages to be allocated accordingly to staff based on the merits of employee performance as established during their individual annual performance review, and

Roll Call on Resolution No. -2017

Submitted by Personnel Committee  
and approved by Finance:

Ayes , Nays , Absent , Abstain 0

Passed and Adopted/Rejected this 15th  
day of August, 2017.

\_\_\_\_\_  
Joe Gonyo, Chair

\_\_\_\_\_  
Paul Schwandt

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

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

\_\_\_\_\_  
ATTEST: County Clerk

\_\_\_\_\_  
Robert Schweder

\_\_\_\_\_  
APPROVE AS TO FORM: Corporation Counsel

\_\_\_\_\_  
Sue Wendt

**BE IT FURTHER RESOLVED** that any performance based wage increases will be effective January 1, 2018, with back pay distributed no later than the second payroll of April 2018 following finalization of the annual performance evaluation process with the funds being awarded strictly on the merits of each individual employee's performance, and

**BE IT FURTHER RESOLVED** that any departmental funds budgeted for these merit-based wage adjustments remaining after the annual performance review process has been completed shall be applied by the Account Budget Coordinator to any department merit pay line shortages and then transferred to the Non-Lapsing Retirement/Salary/Fringe Pool (Acct# 18-101-23-51820-999) to be available to cover budget variations that occur due to internal position postings, new position hires, retirements, merit pay variations, etc. that are unknown variables that impact budgeted salary/fringe benefits for the year, and

**BE IT FURTHER RESOLVED** that the purpose statement and fiscal note is a directive of the Green Lake County Board.

**PURPOSE:** to establish 2018 budget for merit-based pay adjustments and fund the Non-Lapsing Retirement/Salary/Fringe Pool.

**FISCAL NOTE:** For 2018 the levied general pay increase based on employee performance shall not exceed **\$192,000.00**. Budgeted proceeds not allocated as a merit increase shall be transferred to the Non-Lapsing Retirement/Salary/Fringe Pool (Acct# 18-101-23-51820-999) to cover budget variations that occur due to internal position postings, new position hires, retirements, merit pay variations, etc. that are unknown variables that impact budgeted salary/fringe benefits for the year.

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: July 12, 2017  
 Department: Circuit Court  
 Amount: \$5,126.00  
 Budget Year Amended: 2017

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

Replace broken projector in Courtroom 2 with instant-on projector functionality and no light bulb so future bulb replace costs of an estimated \$590/lamp will be eliminated. No funds were budgeted for the projector replacement in 2017, so requesting funds be allocated from Contingency to the IT Dept. for the purchase of an instant-on, bulb-free replacement projector as quoted by CEC.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
17-100-25-51450-214-000	IT Software/Hardware	\$ 4,951.00	\$ 5,126.00	\$ 10,077.00
17-101-00-58000-000-000	Contingent Fund	\$ 93,025.00	\$ (5,126.00)	\$ 87,899.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 07/12/2017

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_



# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: June 29, 2017  
 Department: \_\_\_\_\_ Treasurer  
 Amount: \_\_\_\_\_ See Below  
 Budget Year Amended: 2017

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

*These budget adjustments are simply to assign accurate budget figures to the following accounts numbers. All of these adjustment are related to the bond reissuance in March.*

**Revenue Budget Lines Amended:**

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
17-400-00-42000-000-000	Borrowed Money	\$ -	\$ 4,840,948.35	\$ 4,840,948.35
17-400-00-42000-100-000	Debt Premium	\$ -	\$ 25,438.35	\$ 25,438.35
				\$ -
				\$ -
Total Adjustment			\$ 4,866,386.70	

**Expenditure Budget Lines Amended:**

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
17-400-00-58201-000-000	Bond Issuance Cost	\$ -	\$ 72,618.35	\$ 72,618.35
17-400-00-58202-000-000	Debt-Principal Payments	\$ 555,000.00	\$ 6,290,000.00	\$ 6,845,000.00
17-400-00-58203-000-000	Debt-Interest Payments	\$ 465,670.00	\$ (72,070.30)	\$ 393,599.70
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 6,290,548.05	

Department Head Approval: \_\_\_\_\_

Date Approved by Committee of Jurisdiction: \_\_\_\_\_

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: July 6, 2017  
 Department: Law Enforcement  
 Amount: \$8,537.75  
 Budget Year Amended: 2017

Source of Increase / Decrease and affect on Program:  
 (If needed attached separate brief explanation.)

Insurance check received from Aegis Corporation to settle claim from May 24, 2017 accident involving 2008 Chevy Uplander transport van. Vehicle was a total loss.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
17-100-09-48326-000-000	Sale of Equipment	\$ 3,500.00	\$ 8,537.75	\$ 12,037.75
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 8,537.75	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Department Head Approval: Mark A. Padoll

Date Approved by Committee of Jurisdiction: \_\_\_\_\_

*Following this approval please forward to the County Clerk's Office.*

Date Approved by Finance Committee: \_\_\_\_\_

Date Approved by County Board: \_\_\_\_\_

*Per WI Stats 65.90(5)(a) must be authorized by a vote of two-thirds of the entire membership of the governing body.*

Date of publication of Class 1 notice of budget amendment: \_\_\_\_\_