



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 02/15/2019

Amended Post Date:

The following documents are included in the packet for the County Board meeting on February 19, 2019:

- 1) Agenda
- 2) Draft minutes from the December 18, 2018 meeting
- 3) Resolution 1-2019 Closing Green Lake County Government for General Business Operations on July 5, 2019
- 4) Resolution 2-2019 Relating to Eliminating a CRS Aid Position and Creating a Representative Payee Specialist Position
- 5) Resolution 3-2019 Adoption of the Green Lake County All Hazards Mitigation Plan
- 6) Ordinance 1-2019 Repealing Ordinance No. 25, enacted on February 13, 1964, Peddlers, Canvassers and Transient Merchants and recreating Chapter 196, Peddlers, Canvassers and Transient Merchants
- 7) Budget Adjustments (7)



GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK
Elizabeth A. Otto
County Clerk

Office: 920-294-4005
FAX: 920-294-4009

Green Lake County Board of Supervisors
Meeting Notice

The Green Lake County Board of Supervisors will convene at the **Government Center** in Room #0902 in the City of Green Lake, Wisconsin on Tuesday, the **19th day of February, 2019 at 6:00 PM** for the regular meeting of the Board. Business to be transacted include:

AGENDA

County Board of Supervisors

Harley Reabe, Chair
Joe Gonyo, Vice Chair

Dist. 1 Larry Jenkins
Dist. 2 Vicki Bernhagen
Dist. 3 Curtis Talma
Dist. 4 David Abendroth
Dist. 5 Peter Wallace
Dist. 6 Brian Floeter
Dist. 7 Charlie Wielgosh
Dist. 8 Patricia Garro
Dist. 9 Bill Boutwell
Dist. 10 Sue Wendt
Dist. 11 Harley Reabe
Dist. 12 Robert Schweder
Dist. 13 Kathleen Morris
Dist. 14 Dennis Mulder
Dist. 15 Katie Mehn
Dist. 16 Joe Gonyo
Dist. 17 Keith Hess
Dist. 18 Richard Trochinski
Dist. 19 Robert Lyon

GREEN LAKE COUNTY
MISSION:

- 1) Fiscal Responsibility
- 2) Quality Service
- 3) Innovative Leadership
- 4) Continual Improvement
in County Government

1. Call to Order
2. Roll Call
3. Reading of the Call
4. Pledge of Allegiance
5. Minutes of 12/18/18 meeting
6. Announcements
7. Public Comment (3 minute limit)
8. Appearances
 - Tom Winker - Railroad Consortium
9. Correspondence
10. Resolutions
 - Res. 1-2019 Closing Green Lake County Government for General Business Operations on July 5, 2019
 - Res. 2-2019 Relating to Eliminating a CRS Aid Position and Creating a Representative Payee Specialist Position
 - Res. 3-2019 Adoption of the Green Lake County All Hazards Mitigation Plan
11. Ordinances
 - Ord. 1-2019 Repealing Ordinance No 25, enacted on February 13, 1964, Peddlers, Canvassers and Transient Merchants and recreating Chapter 196, Peddlers, Canvassers and Transient Merchants
12. Budget Adjustments
13. Committee Appointments
14. Departments to report on March 19, 2019
15. Future Agenda Items for Action & Discussion
16. And such other business as may properly come before the Board of Supervisors
17. Adjourn

The several committees of the Board may also meet for the purpose of discussing or acting upon matters which are the subject matter of the meeting of the County Board of Supervisors.

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin, this 8th day of February, 2019.

Elizabeth A. Otto, Green Lake County Clerk

DRAFT
To be approved at the February 19, 2019 meeting

GREEN LAKE COUNTY

BOARD PROCEEDINGS

REGULAR SESSION

December 18, 2018

The Green Lake County Board of Supervisors met in regular session, Tuesday, December 18, 2018, at 6:00 PM in the County Board Room, Green Lake, Wisconsin for the regular meeting.

The Board was called to order by Harley Reabe, Chairman. Roll call taken - Present – 18, Absent – 1 (Patti Garro-District 8)

<u>Supervisor</u>	<u>Supervisor Districts</u>
Larry Jenkins	1
Vicki Bernhagen	2
Curtis Talma	3
David Abendroth	4
Peter Wallace	5
Brian Floeter	6
Charlie Wielgosh	7
William Boutwell	9
Sue Wendt	10
Harley Reabe	11
Robert Schweder	12
Kathy Morris	13
Dennis Mulder	14
Katie Mehn	15
Joe Gonyo	16
Keith Hess	17
Richard Trochinski	18
Robert Lyon	19

READING OF THE CALL

The Green Lake County Board of Supervisors will convene at the Courthouse at the Government Center in the City of Green Lake, Wisconsin on Tuesday the 18th day of December, 2018 at 6:00 PM for the regular meeting of the Board. Regular monthly business to be transacted includes:

CALL TO ORDER
ROLL CALL

DRAFT

To be approved at the February 19, 2019 meeting

READING OF THE CALL

PLEDGE OF ALLEGIANCE

MINUTES OF 11/13/18

ANNOUNCEMENTS

PUBLIC COMMENT (3 MIN LIMIT)

APPEARANCES

- Jon Trautman, Schenck SC – 2017 Audit

CORRESPONDENCE

RESOLUTIONS

- Resolution 35-2018 Eliminate Part Time Economic Support Worker Position
- Resolution 36-2018 Relating to Accepting Funds to Purchase a Forklift for the Green Lake County Food Pantry and Entering into a Memorandum of Understanding
- Resolution 37-2018 Relating to Support of Increased County Child Support Funding
- Resolution 38-2018 Relating to Government Center Security Systems and Building Upgrades
- Resolution 39-2018 Relating to Lake Management Grant for Lake Puckaway
- Resolution 40-2018 Relating to Aquatic Invasive Species Grant for Grand Lake
- Resolution 41-2018 Relating to River Protection Grant for Green Lake
- Resolution 42-2018 Relating to 2018 Land and Water Resource Management Plan Approval
- Resolution 43-2018 Relating to Aquatic Invasive Species Grant for Big Twin, Little Twin, and Spring Lakes
- Resolution 44-2018 Relating to Lake Planning and Protection Grant for Big Twin, Little Twin, and Spring Lakes

ORDINANCES

- Ordinance 38-2018 Amending Chapter 80 Fund Balance Policy, Ordinance 80-3
- Ordinance 39-2018 Rezone in the Town of Manchester: Cory J. and Tracy M. Campnell
- Ordinance 40-2018 Rezone in the Town of Green Lake: Richard L. and Carla A. Hargrave
- Ordinance 41-2018 Relating to an Amendment to the Green Lake County Farmland Preservation Plan
- Ordinance 42-2018 Relating to Zoning Map Amendment to Incorporate All ETZA Parcels and Rezone Certain Non-ETZA Parcels in the Town of Berlin

BUDGET ADJUSTMENTS

COMMITTEE APPOINTMENTS

DEPARTMENTS TO REPORT ON February 19, 2019

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

OTHER MATTERS AUTHORIZED BY LAW

AND SUCH OTHER BUSINESS AS MAY PROPERLY COME BEFORE THE BOARD OF SUPERVISORS.

ADJOURN

The several committees of the Board may also meet for the purpose of discussing or acting upon matters, which are the subject matter of the meeting of the County Board of Supervisors.

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin this 14th day of December, 2018.

Elizabeth A. Otto

Green Lake County Clerk

PLEDGE OF ALLEGIANCE

5. The Pledge of Allegiance to the Flag was recited.

DRAFT
To be approved at the February 19, 2019 meeting

MINUTES OF 11/13/2018

6. ***Motion/second (Wendt/Boutwell)*** to approve the minutes of November 13, 2018 as presented with no additions or corrections. All Ayes. Motion carried.

ANNOUNCEMENTS

7. The next County Board meeting will take place on February 19, 2019 at 6:00 PM. There is no County Board meeting scheduled for January.
8. Chair Reabe wished all supervisors a Merry Christmas and Happy New Year.

PUBLIC COMMENTS (3 Minute Limit)

9. Sheriff Mark Podoll thanked the County Board for their support of his department over the past year. Podoll also thanked the Maintenance Department for their assistance with the EOC memorial wall and Planning & Zoning for their expertise with the 911 mapping project.

APPEARANCES

10. Jon Trautman of Schenck SC gave a report on the 2017 audit. Trautman focused on the Management letter and outlined fund balances, upcoming changes to reporting requirements, and recommendations made.

CORRESPONDENCE

11. None

RESOLUTIONS

12. Chair Reabe excused Supervisor David Abendroth of District 4 at 6:37 PM. Supervisors present – 17, Absent – 2 (Abendroth, Garro).
13. Resolution 35-2018 Eliminate Part Time Economic Support Worker. ***Motion/second (Gonyo/Boutwell)*** adopt Resolution No. 35-2018. Discussion held. Roll Call vote on Motion to adopt – Ayes – 17, Nays – 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 35-2018 passed as adopted.
14. Resolution 36-2018 Relating to Accepting Funds to Purchase a Forklift for the Green Lake County Food Pantry and Entering into a Memorandum of Understanding. ***Motion/second (Wielgosh/Trochinski)*** to adopt Resolution No. 36-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 36-2018 passed as adopted.

DRAFT

To be approved at the February 19, 2019 meeting

15. Resolution 37-2018 Relating to Support of Increased County Child Support Funding. **Motion/second (Mulder/Trochinski)** to adopt Resolution No. 37-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 37-2018 passed as adopted.
16. Resolution 38-2018 Relating to Government Center Security Systems and Building Upgrades. **Motion/second (Bernhagen/Hess)** to adopt Resolution No. 38-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 38-2018 passed as adopted.
17. Resolution 39-2018 Relating to Lake Management Grant for Lake Puckaway. **Motion/second (Boutwell/Schweder)** to adopt Resolution No. 39-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 39-2018 passed as adopted.
18. Resolution 40-2018 Relating to Aquatic Invasive Species Grant for Grand Lake. **Motion/second (Schweder/Boutwell)** to adopt Resolution No. 40-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 40-2018 passed as adopted.
19. Resolution 41-2018 Relating to River Protection Grant for Green Lake. **Motion/second (Mehn/Wallace)** to adopt Resolution No. 41-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 41-2018 passed as adopted.
20. Resolution 42-2018 Relating to 2018 Land and Water Resource Management Plan Approval. **Motion/second (Mehn/Boutwell)** to adopt Resolution No. 42-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 42-2018 passed as adopted.
21. Resolution 43-2018 Relating to Aquatic Invasive species Grant for Big Twin, Little Twin, and Spring Lakes. **Motion/second (Mulder/Schweder)** to adopt Resolution No. 43-2018. Roll Call vote on Motion to adopt – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 43-2018 passed as adopted.
22. Resolution 44-2018 Relating to Lake Planning and Protection Grant for Big Twin, Little Twin, and Spring Lakes. **Motion/second (Wallace/Floeter)** to adopt Resolution No. 44-2018. Roll Call vote on Motion to adopt – Ayes – 16, Nays – 1 (Gonyo), Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Resolution No. 44-2018 passed as adopted.

ORDINANCES

23. Ordinance 38-2018 Amending Chapter 80 Fund Balance Policy, Ordinance 80-3. **Motion/second (Jenkins/Floeter)** to enact Ord. No. 38-2018. Roll Call vote on Motion to enact – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Ordinance No. 38-2018 passed as enacted.

DRAFT

To be approved at the February 19, 2019 meeting

24. Ordinance 39-2018 Rezone in the Town of Manchester: Cory J. and Tracy M. Campnell. **Motion/second (Wallace/Lyon)** to enact Ord. No. 39-2018. Roll Call vote on Motion to enact – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Ordinance No. 39-2018 passed as enacted.
25. Ordinance 40-2018 Rezone in the Town of Green Lake: Richard L. and Carla A. Hargrave. **Motion/second (Lyon/Wallace)** to enact Ord. No. 40-2018. Roll Call vote on Motion to enact – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Ordinance No. 40-2018 passed as enacted.
26. Ordinance 41-2018 Relating to an Amendment to the Green Lake County Farmland Preservation Plan. **Motion/second (Lyon/Wallace)** to enact Ord. No. 41-2018. Roll Call vote on Motion to enact – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Ordinance No. 41-2018 passed as enacted.
27. Ordinance 42-2018 Relating to Zoning Map Amendment to Incorporate All ETZA Parcels and Rezone Certain Non-ETZA Parcels in the Town of Berlin. **Motion/second (Wallace/Lyon)** to enact Ord. No. 42-2018. Roll Call vote on Motion to enact – Ayes – 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain – 0. Motion carried. Ordinance No. 42-2018 passed as enacted.

BUDGET ADJUSTMENTS

28. County Clerk - transfer \$6,000 from Contingency to Publications-Board Proceedings to cover increased costs.
Motion/second (Hess/Boutwell) to approve budget adjustment as presented. Roll call vote – Ayes - 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain - 0. Motion carried.
29. Corporation Counsel - increase the training revenue by \$200.00 due to an honorarium for a Behavioral training program.
Motion/second (Hess/Boutwell) to approve budget adjustment as presented. Roll call vote – Ayes -17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain - 0. Motion carried.
30. IT - transfer \$86,847 from the 2019 budget to avoid the added tariff costs which went into effect on 11/01/18.
Motion/second (Schweder/Lyon) to approve budget adjustment as presented. Roll call vote – Ayes - 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain - 0. Motion carried.
31. Register of Deeds – increase revenues by \$1,380 due to a new Laredo account.
Motion/second (Boutwell/Jenkins) to approve budget adjustment as presented. Roll call vote – Ayes - 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain - 0. Motion carried.

DRAFT

To be approved at the February 19, 2019 meeting

32. Sheriff's Office - \$21,000 transferred from Safekeeper revenue to Inmate Meals due to higher than anticipated revenues.

Motion/second (Hess/Mulder) to approve budget adjustment as presented. Roll call vote – Ayes - 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain - 0. Motion carried.

33. Emergency Management - \$5,615.85 transferred from Contingency to the 911 Project to upgrade mapping.

Motion/second (Boutwell/Wendt) to approve budget adjustment as presented. Roll call vote – Ayes - 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain - 0. Motion carried.

34. District Attorney - transfer \$720.00 from contingency back into the Carryover DA Computer Forensic Examiner program.

Motion/second (Boutwell/Jenkins) to approve budget adjustment as presented. Roll call vote – Ayes - 17, Nays - 0, Absent – 2 (Abendroth, Garro), Abstain - 0. Motion carried.

COMMITTEE APPOINTMENTS

35. Chair Harley Reabe stated there were no appointments at this time. He asked all supervisors to let him know if they knew of anyone interested in the Board of Adjustment as there is a vacancy that needs to be filled.

COMMITTEES TO REPORT ON February 19, 2019

36. Chair Reabe stated that a representative from the Railroad Consortium will give a report.

OTHER MATTERS AUTHORIZED BY LAW

37. None

ADJOURN

38. ***Motion/second (Mehn/Schweder)*** to adjourn at 7:15 PM. All Ayes. Motion carried.

Respectfully Submitted,

Elizabeth Otto
County Clerk

RESOLUTION NUMBER 1-2019

**Closing Green Lake County Government for General Business Operations
on July 5, 2019**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 19th day of February, 2019, does resolve as follows:

- 1 **WHEREAS**, during the year 2019 the 4th of July Holiday lands on a Thursday; and
2 **WHEREAS**, surveys performed by the County Administrator's Office indicate the vast
3 majority of employees would like to have Friday, July 5th off of work to extend their
4 holiday weekend; and
5 **WHEREAS**, some operational cost savings could be realized through the close of
6 business on July 5th; and
7 **WHEREAS**, court is not scheduled to be in session and the general public may likely
8 assume we are closed for business for the weekend and any workload would likely be
9 extremely light.
10 Majority vote is needed to pass.

☒ Approved by Personnel

☐ Disapproved by Personnel

Roll Call on Resolution No. -2019

Submitted by Administrative
Committee:

Ayes , Nays , Absent , Abstain

/s/Harley Reabe

Harley Reabe, Chair

Passed and Adopted/Rejected this 19th
day of February, 2019.

Larry Jenkins

County Board Chairman

Dennis Mulder

ATTEST: County Clerk
Approve as to Form:

Katie Mehn

Corporation Counsel

Brian Floeter

11 **NOW THEREFORE BE IT RESOLVED** that Green Lake County Government
12 operations, with the exception of essential services, will be closed on July 5, 2019.

13 **BE IT FURTHER RESOLVED** non-essential staff will be required to use vacation,
14 personal day or time off without pay on July 5, 2019.

15 **BE IT FURTHER RESOLVED** personnel policy prohibiting the use of time off without
16 pay following a paid holiday shall be waived in this instance.

17 **BE IT FURTHER RESOLVED** that in future years should the July 4th holiday fall on a
18 Tuesday or Thursday the County Administrator, with the majority support of County
19 Department Heads and concurrence of the County Board Chair, shall have the
20 discretion to close Green Lake County Government business operations on the Monday
21 previous to or the Friday following the July 4th holiday in the manner as outlined herein.

22 **BE IT FURTHER RESOLVED** that in future years should the County Administrator
23 choose to close Green Lake County Government operations on the Monday previous to
24 or the Friday following the July 4th holiday, the personnel policy prohibiting the use of
25 time off without pay following a paid holiday shall be waived.

RESOLUTION NUMBER 2-2019

RESOLUTION RELATING TO ELIMINATING A CRS AID POSITION AND CREATING A REPRESENTATIVE PAYEE SPECIALIST POSITION

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 19th day of February 2019 does resolve as follows:

- 1 **WHEREAS**, The Administrative Policy Manual requires Department Heads to review
2 position descriptions at least every other year; and,
- 3 **WHEREAS**, The Director of Health & Human Services and the FRI Manager have
4 reviewed the job description of the Community Residential Services Aid and have
5 determined that the job description no longer matches the actual duties performed in the
6 position; and,

Majority vote is needed to pass.

☒ Approved by Personnel

☐ Disapproved by Personnel

Roll Call on Resolution No. 2 -2019

Submitted by: Health and Human
Services Committee

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 19th
day of February 2019.

Joe Gonyo, Chair

/s/ Brian Floeter
Brian Floeter

County Board Chairman

John Gende

ATTEST: County Clerk
Approve as to Form:

/s/ Joanne Guden
Joanne Guden

Corporation Counsel

/s/ Nancy Hoffmann
Nancy Hoffmann

/s/ Harley Reabe
Harley Reabe

/s/ Richard Trochinski
Richard Trochinski

/s/ Joy Waterbury
Joy Waterbury

/s/ Charles Wielgosh
Charlie Wielgosh

GREEN LAKE COUNTY JOB DESCRIPTION

TITLE: REPRESENTATIVE PAYEE SPECIALIST

DEPARTMENT: HEALTH & HUMAN SERVICES/FOX RIVER INDUSTRIES

LOCATION: FOX RIVER INDUSTRIES

SUPERVISOR: FOX RIVER INDUSTRIES UNIT MANAGER

SUMMARY:

This position is full-time at 40 hours per week. Flexible hours will be assumed. The Representative Payee Specialist is primarily responsible for providing support to the consumer for personal financial matters. Specifically, the Representative Payee Specialist is responsible for establishing and maintaining entitlements for eligible recipients of Social Security, managing monthly bills, and providing personal spending money. The individual's benefits are paid to the Representative Payee on the beneficiary's behalf and the services provided by the payee must be tailored to best meet the individual's needs while preserving their appropriate benefits status and financial security.

QUALIFICATIONS:

EDUCATION: High School Diploma

EXPERIENCE/JOB KNOWLEDGE:

- Three to five years of experience in human services with special emphasis on working with individuals with disabilities.
- Three to five years of experience maintaining financial records and a demonstrated ability to organize and maintain individual consumer accounts.
- A current, valid Wisconsin drivers' license.

DUTIES AND RESPONSIBILITIES:

- To establish and maintain entitlements for eligible recipients of Social Security; to pay and monitor monthly bills and to provide personal spending money to the individual as outlined in the SSA Representative Payee Guidelines
- To be informed about the individual's needs and decide how benefits/income can best be used for his or her personal care and well-being.
- To ensure the individual's current needs are being met. This includes food, shelter, medical care and other items for the individual's personal comfort; to use remaining benefits/income to pay for the individual's personal needs, such as clothing, recreation, and other expenses.
- To keep and maintain an individual's financial records; to manage the individual's bank account as outlined in the SSA Representative Payee Guidelines.
- To inform Social Security about changes that may affect the individual's eligibility for benefits and to complete documentation as required by Social Security to maintain benefits.

- To work closely with service providers to ensure continuity of services for the individual.

WORKING CONDITIONS:

PHYSICAL REQUIREMENTS:

- Ability to perform all primary job functions
- Ability to lift up to 50 pounds
- In unusual circumstances ability to stoop, kneel, reach, push medium to heavy objects.

ENVIRONMENTAL DEMANDS: Approximately 80% of this position's time will be spent indoors. 10% or less will be spent traveling to and from consumers' homes. While in consumers' homes, the person in this position might experience poor ventilation, dust, fumes, and/or odors. Schedule flexibility is required as needed to accommodate consumer needs. Lastly, in unusual circumstances, the person in this position could be exposed to physical attaches or injuries from consumers they are serving.

This is a public service position, and employee is required to be courteous, cooperative and respectful at all times with the public and clients; also establishes and maintains a courteous and cooperative and respectful working relationship with other employees, supervisors and public officials.

This position description has been prepared to assist in defining job responsibilities, physical demands, working conditions and needed skills. It is not intended as a complete list of job duties, responsibilities and/or essential functions. This description is not intended to limit or modify the rights of any supervisor to assign, direct, and control the work of employees under supervision. The county retains and reserves any and all rights to change, modify, amend, add to or delete from, any section of this document as it deems, in its' judgment, to be proper.

Updated: September 2018

RESOLUTION NUMBER 3-2019

ADOPTION THE GREEN LAKE COUNTY ALL HAZARDS MITIGATION PLAN

The County Board of Supervisors of Green Lake County, Green Lake, duly assembled at its regular meeting begun on the 19th day of February 2019, does resolve as follows:

- 1 **WHEREAS**, Green Lake County recognizes the threat that natural hazards pose to people and
2 property; and
- 3 **WHEREAS**, undertaking hazard mitigation actions before disasters occur will reduce the
4 potential for harm to people and property and save tax payer dollars; and
- 5 **WHEREAS**, an adopted all hazard mitigation plan is required by FEMA as a condition of future
6 grant funding for mitigation projects; and
- 7 **WHEREAS**, Green Lake County participated jointly in the planning process with the other local
8 units of government within the County to prepare an All Hazards Mitigation Plan, which was
9 made available for review via a Legal Notice and a copy of which will reside permanently in the
10 Green Lake County Emergency Management Office;
- 11 Majority vote is needed to pass.

Roll Call on Resolution No. -2019

Submitted by Judicial/Law
Enforcement & Emergency
Management Committee:

Ayes , Nays , Absent , Abstain

/s/Larry Jenkins

Larry Jenkins, Chair

Passed and Adopted/Rejected this 19th
day of February, 2019.

/s/Sue Wendt

Sue Wendt, Vice-Chair

County Board Chairman

/s/Peter Wallace

Peter Wallace

ATTEST: County Clerk
Approve as to Form:

/s/Kathy Morris

Kathy Morris

Corporation Counsel

/s/Keith Hess

Keith Hess

12 **NOW, THEREFORE, BE IT RESOLVED**, that Green Lake County Board of Supervisors hereby
13 adopts the Green Lake County All Hazards Mitigation Plan as an official plan; and

14 **BE IT FURTHER RESOLVED**, that the Green Lake County Emergency Management
15 Department will submit, on behalf of the participating municipalities, upon its adoption by all
16 such municipalities, the adopted All Hazards Mitigation Plan to Wisconsin Emergency
17 Management and Federal Emergency Management Agency officials for final review and
18 approval. Minor changes to be made upon advice from Wisconsin Emergency Management and
19 Federal Emergency Management Agency will not require re-adopting this resolution.

ORDINANCE NO. 1-2019

Repealing Ordinance No. 25, enacted on February 13, 1964, Peddlers, Canvassers and Transient Merchants and recreating Chapter 196, Peddlers, Canvassers and Transient Merchants.

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 19th day of February 2019, does ordain as follows:

- 1 **WHEREAS**, the Ordinance regulating Peddlers, Canvassers and Transient Merchants
- 2 was adopted on February 13, 1964 and last amended on September 30, 1996; and,
- 3 **WHEREAS**, recent events transpired in the County which revealed that the Ordinance
- 4 should be updated to clarify the issuance and termination of licenses granted under the
- 5 Ordinance, and add additional provisions to protect the public health, safety and
- 6 welfare.

Roll Call on Ordinance No. 1-2019

Submitted by Judicial/Law
Enforcement & Emergency
Management Committee:

Ayes , Nays , Absent , Abstain

/s/ Larry Jenkins

Larry Jenkins, Chair

Passed and Enacted/Rejected this 19th
day of February, 2019.

/s/ Sue Wendt

Sue Wendt, Vice-chair

County Board Chairman

/s/ Peter Wallace

Peter Wallace

ATTEST: County Clerk
Approve as to Form:

/s/ Kathy Morris

Kathy Morris

Corporation Counsel

/s/ Keith Hess

Keith Hess

8 NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY
9 OF GREEN LAKE DOES ORDAIN AS FOLLOWS:

10 Section 1. Green Lake County Ordinance, No. 25 adopted by the Green Lake County
11 Board of Supervisors on February 13, 1964 and as amended on September 30, 1996, is
12 hereby repealed and recreated as follows:

13
14 §196-1 Purpose.

15
16 This chapter is intended to protect against criminal activity, including but not limited to,
17 fraud and burglary, to minimize the unwelcome disturbance of citizens and the disruption
18 of privacy and to otherwise preserve the public health, safety and welfare by regulating,
19 controlling and licensing door-to-door solicitors.

20
21 The regulations contained in this chapter are not intended to regulate speech by any
22 person, but merely regulate the activities of those individuals selling or offering for sale
23 merchandise.

24
25 §196-2 License required.

- 26
27 A. It is unlawful for any door-to-door solicitor to engage in sales and solicitation within
28 Green Lake County without first obtaining a license in compliance with the
29 provisions of this chapter. Each individual door-to-door solicitor is required to have
30 an individual license.
31
32 B. During door-to-door solicitor activity, each door-to-door solicitor shall wear or
33 otherwise visibly exhibit a picture identification issued by the entity or organization
34 with which he or she is affiliated, and shall also carry the license issued by the
35 Clerk, evidencing that the door-to-door solicitor is licensed by the County, and shall
36 produce the license for inspection upon request.

37
38 §196-3 Exemptions.

39
40 Any person claiming to be legally exempt from the regulations set forth in this chapter, or
41 from the payment of a license fee, shall cite to the county clerk the statute or other legal
42 authority under which the exemption is claimed and shall present the county clerk proof of
43 qualification for such exemption.

44
45 The following shall be exempt from all provisions of this chapter.

- 46
47 A. Any person delivering newspapers, fuel, dairy products or bakery goods to regular
48 customers on established routes, or any other person making a regular delivery of
49 goods ordered by a customer;
50
51 B. Any person selling agricultural products which the person has grown;
52

- 53 C. Any person who takes orders away from or delivers goods to an existing
54 established place of business, for merchandise regularly ordered for sale by the
55 merchant within this county and who delivers such merchandise in their regular
56 course of business;
57
- 58 D. Any person who has an existing established place of business where the
59 merchandise being sold is ordered for sale on a regular basis, and in which the
60 buyer has initiated contact with, and specifically requested or consented to a home
61 visit by, said person;
62
- 63 E. Any person who has had, or one who represents a company that has had, a prior
64 business transaction, such as a prior sale or credit arrangement, with the
65 prospective customer, and in which the customer has specifically requested or
66 consented to a home visit by said person;
67
- 68 F. Any person holding a sale required by statute or by order of any court and any
69 person conducting a bona fide auction sale pursuant to law;
70
- 71 G. Any person permitted to do business at special events authorized by the County
72 Board or one of its committees.
73
- 74 H. Any person doing business with the permission of, and upon the premises of,
75 existing retail establishments, which establishments are located within zoning
76 districts allowing retail sales, and having occupancy permits allowing retail sales
77 operations, provided such door-to-door solicitor does business within the enclosed
78 building structure. This exemption shall apply only to establishments and buildings
79 wherein any sales conducted pursuant to this exemption are of the same type and
80 nature as sales generally occurring therein, and provided further that the primary
81 business of the establishment is retail sales. This exemption specifically shall not
82 apply to hotels and motels.
83
- 84 I. Any person engaging in proselytizing on behalf of any bona fide religion or religious
85 group, or campaigning, or otherwise engaging in political activity, including
86 pamphleteering.
87
- 88 J. Any persons under the age of 18 who are residents of the county, or pupils in any
89 School District located in the County or a private or parochial school located within
90 the County, and who are engaging in occasional door-to-door sales in order to raise
91 funds for school, school-related, school extra-curricular-related, scouting-related,
92 athletic or religious activities.
93

94 §196-4 Application and fees.
95

- 96 A. Applicants for a license shall complete and return to the County Clerk an
97 application form furnished by the County Clerk which shall require the following
98 information:

1. Full name (first, middle, last), permanent address and telephone number and temporary address and telephone number, if any,
2. Height, weight, gender, color of hair and eyes, date of birth, driver's license number or state issued identification number and state issues driver's license or identification,
3. Name, address, email address and telephone number of the person, firm, association or corporation that the direct seller represents or is employed by, or whose merchandise is being sold,
4. Nature of business to be conducted and a description of the goods offered, and any services offered,
5. Proposed method of delivery of goods, if applicable,
6. Made, model and license number of any vehicle to be used by applicant in the conduct of his or her business, and state of vehicle registration,
7. Address and phone number where applicant can be contracted for at least seven (7) days after leaving the county,

B. Permit Fee

1. At the time the application is returned, the fees shall be paid to the County Clerk. The fee is \$100.00.
2. Door-to-door solicitors must apply for a separate permit for each person.
3. If an application is denied the permit fee is not refundable.

C. Applicant statements. All statements made by the applicant upon the application shall be under oath and notarized.

§196-5 Investigation, approval, issuance of license, suspension or revocation and appeal.

A. Investigation.

1. Upon receipt of a completed application, the County Clerk shall promptly refer it to the Sheriff, who shall investigate the statements in the application and the individual who it is proposed will carry out door-to-door solicitor activities in Green Lake County.
2. The Sheriff shall indicate his approval or disapproval in a written report to the clerk within three (3) business days after the investigation is complete. A denial shall state the reasons for disapproval. The Sheriff shall determine whether:
 - a. There is any material omission or materially inaccurate statement on the application, or
 - b. The applicant has been conviction of a crime or ordinance violation within the last (5) years the nature of which is directly related to the applicant's fitness to engage in door-to-door solicitor activities, including but not limited

145 to, theft, burglary, possession of stolen property, other crimes or ordinance
146 violations related to property or any offenses related to crimes against life
147 and bodily security, public health and safety, sexual morality and children, or
148

149 c. Whether the applicant has been denied a permit under this chapter within
150 the immediate past year. The applicant may present information to the
151 satisfaction to the Sheriff that the reasons for the former denial no longer
152 exist, or
153

154 d. The applicant failed to comply with any applicable provision of this chapter.

155 B. Approval and issuance of license.
156

157 1. The clerk may not issue a license if the Sheriff indicates his disapproval of the
158 application based on the factors enumerated in paragraph A.2. above.
159

160 2. The clerk shall issue a license if the Sheriff indicates his approval of the
161 application based on the factors enumerated in paragraph A.2. above.
162

163 C. Suspension.
164

165 1. The Sheriff may suspend licenses issued under the provisions of this chapter
166 pending a hearing by the Judicial/Law Enforcement & Emergency Management
167 committee for a period not to exceed 30 days if after an investigation there is
168 sufficient evidence to believe that one of the following exist:

169 a. Fraud, misrepresentation or incorrect statement contained in the application.

170 b. Fraud, misrepresentation or incorrect statement made in the course of
171 carrying on business as a door-to-door solicitor.

172 c. Conviction of any crime or misdemeanor.

173 d. Conducting the licensed door-to-door solicitor activities in an unlawful
174 manner or in such manner as to constitute a breach of the peace or a
175 menace to the health, safety or general welfare of the public.

176 2. Notice of the suspension shall be mailed to the address provided in the
177 application.
178

179 D. Revocation of license.
180

181 1. A license may be revoked by the Judicial/Law Enforcement & Emergency
182 Management committee after notice and hearing if the committee finds that the
183 applicant:

184 a. Made any material omission or materially inaccurate statement in the
185 application; or,

186 b. Made any fraudulent, false, deceptive or misleading statement or
187 representation while engaging in transient sales; or,

188 c. Violated any provision of this chapter, including but not limited to violations of
189 §196-6; or,

- 190 d. Was convicted of any crime or ordinance or statutory violation which is
191 directly related to the applicant's fitness to engage as a door-to-door
192 solicitor; or,
193 e. Conducted the licensed door-to-door solicitor activity in an unlawful manner
194 or in such manner as to constitute a breach of the peace or a menace to the
195 health, safety or general welfare of the public.
196
197 2. Written notice of the hearing shall be served personally on the applicant, or by
198 registered mail – return receipt requested, sent postage pre-paid to the address
199 provided in the application at least 72-hours prior to the time set for the hearing.
200 Such notice shall contain the time and place of the hearing and a statement of
201 the acts or omissions alleged which form the basis of the proposed revocation
202 of the license.
203
204 E. Appeal. Any person denied a license may file an appeal to the Judicial/Law
205 Enforcement & Emergency Management committee by submitting the appeal, in
206 writing to the clerk within 10 days from receipt of the denial.
207

208 §196-6 Disclosure requirements

209

- 210 A. After the initial greeting and before any other statement is made to a prospective
211 customer, a door-to-door solicitor shall expressly disclose his or her name, the
212 name of the company or organization he or she is affiliated with, if any, and the
213 identity of the goods or services he or she offers to sell.
214
215 B. If any sale of goods is made by a door-to-door solicitor, or any sales order for the
216 later delivery of goods is taken by the solicitor, the buyer shall have the right to
217 cancel such transaction if it involves the extension of credit or is a cash
218 transaction of more than twenty-five dollars (\$25.00), in accordance with the
219 procedure as set forth in Section 423.203, Wisconsin Statutes; the door-to-door
220 solicitor shall give the buyer two copies of a typed or printed notice of the fact.
221 Such notice shall conform to the requirements of Section 423.203(l) (a), (b) and
222 (c), (2) and (3), Wisconsin Statutes.
223
224 C. If the door-to-door solicitor takes a sales order for the later delivery of goods, he
225 or she shall, at the time the order is taken, provide the buyer with a written
226 statement containing the terms of the agreement, the amount paid in advance,
227 whether full, partial or no advance payment is made, the name, address and
228 telephone number of the door-to-door solicitor, the delivery or performance date
229 and whether a guarantee or warranty is provided and, if so, the terms thereof.
230

231 §196-7 Prohibited practices.

232

233 Any door-to-door solicitor is prohibited from:
234

- 235 A. Failing to display their license to anyone requesting to see the license.
236

- 237 B. Misrepresenting the purpose of the solicitation.
238
239 C. Solicit in a manner that intimidates, threatens or harasses the persons solicited.
240
241 D. Calling at any dwelling or other place between the hours of 8:00 p.m. and 9:30 a.m.
242 except by appointment;
243
244 E. Calling at any dwelling or other place where a sign is displayed bearing the words
245 "No Peddlers," "No Solicitors," or words of similar meaning;
246
247 F. Calling at the rear door of any dwelling place, unless otherwise directed by the
248 owner, occupant or any other person having authority over such premises.
249
250 G. Remaining on the premises after being asked to leave by the owner, occupant or
251 any other person having authority over such premises;
252
253 H. Making false, deceptive or misleading statements concerning the quality, quantity
254 or character of any goods offered for sale, the purpose of their visit, or identity of
255 the organization being represented;
256
257 I. Having more than two individuals engaging in door-to-door solicitor activity upon
258 any premises for the same goods or services or for the same religious or charitable
259 purposes;
260
261 J. Conducting business with persons in motor vehicles upon a road, street or alley, as
262 defined by §340.01(22) Wis. Stats.
263
264 K. Invitation required. No door-to-door solicitor shall go in or upon any private
265 residence, business establishment or office in the County without having been
266 requested or invited to do so by the owner, occupant or occupants of said private
267 residence, business establishment or office for the purpose of soliciting orders for
268 goods, wares or merchandise, or peddling or hawking the same.
269
270 L. Using a license of another person to conduct business.
271
272

273 §196-8 Violations and penalties.
274

275 Any person who violates any provision of this chapter shall, upon conviction thereof, forfeit
276 not less than \$250.00 nor more than \$1,000.00, together with the cost of prosecution, and
277 in default in payment of such forfeiture and costs of prosecution shall be imprisoned in the
278 County Jail until such forfeiture and costs are paid, but not exceeding 60 days.
279

280 §196-9 – Enforcement. The Green Lake County Corporation Counsel is authorized to
281 prosecute or otherwise enforce this ordinance.
282

283 §196-10 Definitions.

284
285 When used in this chapter, the following terms shall mean:

286
287 “Applicant” means a person who files an application form with the clerk for the purpose of
288 obtaining a license.

289
290 “Calling at” means to make an appearance in person at a residence or business.

291
292 “Canvasser” means any person who goes from place-to-place in Green Lake County or
293 attempts to take orders for the sale of goods, wares or merchandise or personal service to
294 be performed in the future, including but not limited to any person who hires, leases, uses
295 or occupies any building, structure, vehicle or street or alley or other place or part thereof
296 within Green Lake County for the primary purpose of exhibiting samples or taking orders
297 for future delivery.

298
299 “Clerk” shall mean the Green Lake County Clerk.

300
301 “Direct Seller” means any individual who, for him/herself, or for a partnership,
302 association or corporation, sells goods or services, or takes sales orders for the later
303 delivery of goods or services, at any location other than the permanent business place
304 or residence of the individual, partnership, association or corporation. The sale of goods
305 includes donations or contributions, whether direct or indirect, required by the direct
306 seller for the retention of goods by a donor or prospective customer.

307
308 “Door-to-door solicitor” means a canvasser, direct seller, peddler, or transient merchant
309 who is mobile by traveling from residence to residence, or business to business, to solicit
310 business.

311
312 “Goods” means personal property of any kind, and shall include goods provided incidental
313 to services offered or sold.

314
315 “License” means a license to engage in peddler, transient merchant, direct seller,
316 canvasser or solicitation activity within Green Lake County, as regulated hereunder.

317
318 “Peddler” means any natural person or entity who engages in the retail sale of
319 merchandise by the direct selling, door-to door method. For purposes of this Section, sale
320 of merchandise includes a sale in which the personal services rendered upon or in
321 connection with the merchandise constitutes the greatest part of value for the price
322 received, but does not include a farm auction sale conducted by or for a resident farmer of
323 personal property used on the farm, or the sale of produce or other perishable products at
324 retail or wholesale by a resident of this state.

325
326 “Person” means any individual, firm, partnership, corporation, company, association,
327 church, religious sect, religious denomination, society, organization or league, or one
328 purporting to be.

329
330 "Solicit" and "solicitation" means and includes any one or more of the following:

331
332 1. Selling or offering for sale, or taking or attempting to take orders for the sale of
333 goods or services of any kind, character or description;

334
335 2. Selling or offering for sale, or taking or attempting to take orders for books,
336 magazines, periodicals, newspapers and every other type or kind or publication;

337
338 3. Requesting, directly or indirectly, contributions on the plea or representation that
339 such contributions will be used for a charitable or religious purpose.

340
341 "Transient Merchant" means any person who engages in the retail sale of merchandise at
342 any place in this County and who does not intend to become and does not become a
343 permanent merchant of this County.

344
345 Section 2. This ordinance shall become effective upon passage and publication.

346 Section 3. The repeal and recreation of any section herein shall not have any effect on
347 existing litigation and shall not operate as an abatement of any action or proceeding then
348 pending or by virtue of the repealed sections.

349 Section 4. All ordinances and parts of ordinances in conflict herewith are hereby
350 repealed.

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: December 13, 2018
Department: Land Conservation
Amount: \$4,181.00
Budget Year Amended: 2018


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

Revenue Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Expenditure Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-100-14-56110-395-000	Lake & River Fund	\$ -	\$ 4,181.00	\$ 4,181.00
18-100-14-56110-397-002	Conservation Fund	\$ 5,000.00	\$ (4,181.00)	\$ 819.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment				

Department Head Approval: 
Date Approved by Committee of Jurisdiction: 12-13-2018

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

Date Approved by Finance Committee: 12/26/18
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: December 20, 2018
Department: Emergency Management
Amount: \$800.00
Budget Year Amended: 2018

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


Sandbags cost for August/September Disaster and reimbursment.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-18-47300-000-000	Disaster	\$ -	\$ 800.00	\$ 800.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 800.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-18-52810-790-000	Disaster	\$ -	\$ 800.00	\$ 800.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 800.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 1/14/19

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

Date Approved by Finance Committee: 1/23/19

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: _____

Rev 2/17

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 16, 2019
Department: Sheriff
Amount: \$1,339.65
Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:

(If needed attached separate brief explanation.)

There were more expenses for Jail Janitorial Supplies this year than expected due to having more safekeepers.

Revenues for Safekeepers were also more than anticipated this year.

This requests increases the Safekeeper revenue account by \$1,339.65 and increases the Jail Janitorial supplies expense account by \$1,339.65.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-09-46213-288-000	Safekeeper revenue	\$ 22,300.00	\$ 1,339.65	\$ 23,639.65
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,339.65	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-09-52700-344-000	Janitorial Supplies	\$ 10,732.00	\$ 1,339.65	\$ 12,071.65
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,339.65	

Department Head Approval: Mark A. Podoll January 16, 2019

Date Approved by Committee of Jurisdiction: January 16, 2019

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

Date Approved by Finance Committee: 1/23/19

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: _____

Rev 2/17

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 16, 2019
Department: Sheriff
Amount: \$10,150.00
Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:

(If needed attached separate brief explanation.)

The Sheriff's Office had larger than expected phone call volume expenditures from the inmates. This is largely in part due to the fact we held inmates from other agencies. The Revenue line for inmate phone use is also higher than expected. There fore we are requesting to increase both lines by \$10,150.00

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-09-46219-000-000	Inmate Phone Revenue	\$ 34,000.00	\$ 10,150.00	\$ 44,150.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 10,150.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
18-100-09-52700-356-000	Inmate Phone Expense	\$ 27,700.00	\$ 10,150.00	\$ 37,850.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 10,150.00	

Department Head Approval: Mark A. Podoll 01/16/2019

Date Approved by Committee of Jurisdiction: January 16, 2019

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

Date Approved by Finance Committee: 1/23/19

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: _____

Rev 2/17

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 16, 2019
Department: Sheriff
Amount: \$620.83
Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:

(If needed attached separate brief explanation.)

Inmates used more commissary than what was budgeted for. Applied funds were used to pay for those commissary expenses through the budget process. Therefore all of the inmate commissary revenues are available for commissary expense use and/or carry-over into future budgets. This was a change in the 2018 budgeting process. \$620.83 needs to be transferred from Commissary Revenues to Commissary Expenses.

Revenue Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-100-09-46224-000-000	Commissary Revenues	\$ 10,000.00	\$ (620.83)	\$ 9,379.17
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ (620.83)	

Expenditure Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-100-09-52700-357-000	Commissary Expenses	\$ 5,820.00	\$ 620.83	\$ 6,440.83
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 620.83	

Department Head Approval: Mark A. Podoll January 16, 2019

Date Approved by Committee of Jurisdiction: January 16, 2019

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

Date Approved by Finance Committee: 1/23/19

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: _____

Rev 2/17

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 9, 2019
Department: County Administrator
Amount: \$30.00
Budget Year Amended: 2018

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

In 2017 there was \$30 from Green Lake Greenways that was not carried over to 2018. We would like to take \$30 from Contigent Fund and move it to Carryover Green Lake Trail Project.

Revenue Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-101-12-49320-000-000	Applied Funds Parks	\$ 87,756.92	\$ 30.00	\$ 87,786.92
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 30.00	

Expenditure Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
18-101-12-55200-999-005	Carryover Green Lake Trail	\$ 54,585.92	\$ 30.00	\$ 54,615.92
18-101-00-58000-000-000	Contigent Fund	\$ 404,158.50	\$ (30.00)	\$ 404,128.50
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ -	

Department Head Approval: Catherine J. Schmit
Date Approved by Committee of Jurisdiction: _____

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

Date Approved by Finance Committee: 1/23/19
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: January 3, 2019
Department: C&F/DHHS
Amount: _____
Budget Year Amended: 2018

Source of Increase / Decrease and affect on Program:

(If needed attached separate brief explanation.)

Additional Grants we received for 2019.

Revenue Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
19-207-33-43563-287-040	Flex Funds		\$ 5,000.00	\$ 5,000.00
19-207-33-43563-290-040	Diapers and Wipes		\$ 1,990.00	\$ 1,990.00
19-207-33-43563-441-040	Community Impact		\$ 2,095.00	\$ 2,095.00
				\$ -
Total Adjustment			\$ 9,085.00	

Expenditure Budget Lines Amended:

<u>Account #</u>	<u>Account Name</u>	<u>Current Budget</u>	<u>Budget Adjustment</u>	<u>Final Budget</u>
19-207-33-54555-287-040	Basic Needs - Flex Funds		\$ 5,000.00	\$ 5,000.00
19-207-33-54555-290-040	Basic Needs - Diaper & Wipes	\$ -	\$ 1,990.00	\$ 1,990.00
19-207-33-54555-441-040	Community Impact Funds	\$ -	\$ 2,095.00	\$ 2,095.00
		\$ -		\$ -
		\$ -		\$ -
		\$ -		\$ -
		\$ -		\$ -
Total Adjustment			\$ 9,085.00	

Department Head Approval: 

Date Approved by Committee of Jurisdiction: 02/03/2019

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

Date Approved by Finance Committee: 1/23/19

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: _____