

## FINANCE COMMITTEE

March 27, 2019

The meeting of the Finance Committee was called to order by Chair Harley Reabe at 5:30 PM on Wednesday, March 27, 2019, 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  
Larry Jenkins  
Robert Lyon  
Brian Floeter

Absent: Dennis Mulder

### Other County

Employees Present: Liz Otto, County Clerk  
Jason Jerome, HHS Director  
Amanda Toney, Treasurer  
Angie Petruske, Acct Budget Coordinator  
Mark Podoll, Sheriff

Cathy Schmit, County Administrator  
Dawn Klockow, Corporation Counsel  
Kayla Yonke, HHS Financial Manager  
Barry Mashuda, Hwy Commissioner

### MINUTES

*Motion/second (Jenkins/Lyon)* to approve the minutes of the February 27, 2019 meeting with no additions or corrections. All ayes. Motion carried.

PUBLIC COMMENTS – none

CORRESPONDENCE – none

### CREDIT CARD REQUEST APPROVALS

*Motion/second (Lyon/Jenkins)* to approve credit card requests for Mitzi Putzke, Office Manager/Paralegal in the District Attorney's office in the amount of \$2,500. All ayes. Motion carried.

### RESOLUTIONS

- **Relating to Committed Funds for 2019 as Required by GASB #54**

County Administrator Cathy Schmit distributed the resolution and the carryover schedule to the Committee. Discussion held. Sheriff Podoll requested an additional carryover in the amount of \$1,750.71 for CPR training. Schmit suggested this be done as a budget adjustment from contingency out of 2019 funds due to audit guidelines.

*Motion/second (Floeter/Lyon)* to approve the resolution and forward to County Board for final approval. All Ayes. Motion carried.

### TREASURER'S MONTHLY REPORT

- **Tax Collection Update**  
Treasurer Amanda Toney stated that 79% of the 2018 tax roll has been collected.
- **February Financial Reports**  
Toney gave the Committee an update on investments and rates.
- **Sales Tax Update**  
Discussion held on current sales tax figures. Toney stated the amount collected is currently \$22,000 over 2018.

## **TAX DEED UPDATE**

- Discussion and possible action to appoint a Special Administrator for the property located at 170 E. Union St., Berlin

Corporation Counsel Dawn Klockow informed the Committee that this request is specifically for receiving notices for the in rem tax process due to the current owners being deceased.

*Motion/second (Lyon/Floeter)* to apply for Special Administrator for the property at 170 E. Union St., Berlin, WI. All ayes. Motion carried.

## **BUDGET REVIEW**

Expenditures and revenues from 2018 year end and February 2019 were reviewed. Discussion held.

## **BUDGET ADJUSTMENTS/LINE ITEM TRANSFERS**

- UW-Extension – adjust Agricultural Programs expense and revenue accounts by \$1,560 for hemp informational meeting registration fees.
- UW-Extension – line item transfer \$1,200 from Educational Programs to Agricultural Programs for separate accounting purposes
- Land Use Planning & Zoning – adjust expense and revenue accounts for public hearings and Wisconsin Fund due to underestimating in the amount of \$6,357.

*Motion/second (Jenkins/Floeter)* to approve budget adjustments and line item transfer as presented. All ayes. Motion carried.

## **SUPERVISOR'S MONTHLY CLAIMS**

Supervisor's claims: \$4,283.23

Lay people: \$455.34

*Motion/second (Lyon/Jenkins)* to approve supervisor's and lay people monthly claims. All ayes. Motion carried.

## **COMMITTEE DISCUSSION**

- **Future meeting dates: Regular meeting – April 24, 2019 at 5:30 PM**
- **Future agenda items for action & discussion:**

## **ADJOURNMENT**

Chairman Reabe adjourned the meeting at 6:10 pm.

Submitted by,



Liz Otto  
County Clerk