



# **GREEN LAKE COUNTY**

571 County Road A, Green Lake, WI 54941

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**Original Post Date: 01/28/2021**

**Amended\* Post Date:**

**The following documents are included in the packet for the Administrative Committee on February 1, 2021:**

- 1) Agenda
- 2) Minutes from 11/02/2020
- 3) Ordinance
  - Creating Chapter 200 – Property Assessed Clean Energy Financing
- 4) Resolutions
  - Resolution Adopting Property Assessed Clean Energy
  - Resolution Declaring State of Emergency in Green Lake County Regarding COVID-19 through June 25, 2021
- 5) Budget Adjustment
  - County Clerk – Elections
  - Register of Deeds
- 6) Annual Reports
  - Corporation Counsel
  - County Administrator
  - County Clerk
  - IT
  - Register of Deeds
  - Treasurer



**GREEN LAKE COUNTY  
OFFICE OF THE COUNTY CLERK**

*Elizabeth Otto  
County Clerk*

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

***Administrative Committee Meeting Notice***

***Date: Monday, February 1, 2021 Time: 4:30 PM  
Green Lake County Government Center,  
County Board Room, 571 County Rd A, Green Lake WI***

**Amended AGENDA\***

**Committee  
Members**

*Harley Reabe, Chairman  
Keith Hess  
Dennis Mulder  
Katie Mehn  
Brian Floeter*

*Elizabeth Otto, Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 11/02/2020
5. Appearances
  - Attorney Tim Mathison – discussion regarding WI PACE Commission
6. Ordinances
  - Creating Chapter 200 – Property Assessed Clean Energy Financing
7. Resolutions
  - Resolution Adopting Property Assessed Clean Energy
  - Resolution Declaring State of Emergency in Green Lake County Regarding COVID-19 through June 25, 2021
8. Discussion on redistricting request
9. \*Budget Adjustments
  - County Clerk – Elections
  - Register of Deeds
10. Annual Reports
  - Corporation Counsel
  - County Administrator
  - County Clerk
  - IT
  - Register of Deeds
  - Treasurer
11. Committee Discussion
  - Future Meeting Dates: May 3, 2021 @ 4:30 PM
  - Future Agenda items for action & discussion
12. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing and face masks required) or audio/visual communication. Remote access can be obtained through the following link:

Green Lake County Clerk is inviting you to a scheduled Zoom meeting.

Topic: Administrative Committee  
Time: Feb 1, 2021 04:30 PM Central Time (US and Canada)

Join Zoom Meeting  
<https://zoom.us/j/98373000309?pwd=enIzMDJONy83NUJ6bIBOQnlrWTROQT09>

Meeting ID: 983 7300 0309  
Passcode: 322888

Dial by your location  
+1 301 715 8592 US (Washington D.C)  
+1 312 626 6799 US (Chicago)  
+1 929 436 2866 US (New York)

Meeting ID: 983 7300 0309

Kindly arrange to be present, if unable to do so, please notify our office. Sincerely, Elizabeth Otto

**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.**

## ADMINISTRATIVE COMMITTEE MEETING

November 2, 2020

The meeting of the Administrative Committee was called to order by Chairman Harley Reabe at 4:30 PM on Monday, November 2, 2020 in the County Board and via Zoom format at the Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via Zoom due to the COVID-19 pandemic. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Harley Reabe  
Brian Floeter  
Keith Hess  
Katie Mehn  
Dennis Mulder

Other County Employees Present: Liz Otto, County Clerk; Amanda Toney, Treasurer; Bill Hutchison, IT Director (Zoom); Cathy Schmit, County Administrator (Zoom); Corporation Counsel Dawn Klockow (Zoom); Renee Thiem-Korth, Deputy Register of Deeds; Sheriff Mark Podoll; Dave Abendroth, Supervisor #4; Gene Thom, Supervisor #19; several supervisors participated via Zoom.

### MINUTES

*Motion/second (Mulder/Hess)* to approve the minutes of August 3, 2020 as presented with no errors or corrections. Motion carried with no negative vote.

### RESOLUTIONS

- **Resolution Implementing Countywide Ambulance Service for 2021**

*Motion/second (Mulder/Hess)* to approve the resolution and forward to County Board for final approval. County Administrator Cathy Schmit requested a correction in dates on Line 55 from July 1 to August 1.

*Motion/second (Mulder/Hess)* to amend the resolution to change the date as requested. Motion carried with no negative vote.

*Motion/second (Floeter/Mehn)* to postpone any action on this resolution to the February 2021 Administrative Committee meeting. Discussion held. Roll call vote on motion to postpone – Floeter-Aye, Mehn-Aye, Hess-Nay, Mulder-Nay, Reabe-Nay. Motion defeated.

*Motion/second (Floeter/Mehn)* to consider the resolution by paragraph (consider seriatim). Roll call vote – Floeter-Aye, Mehn-Aye, Hess-Nay, Mulder-Nay, Reabe-Nay. Motion defeated. Corporation Counsel advised the committee on the options and procedures to move the resolution forward.

*Motion/second (Floeter/Mehn)* to postpone any action on this resolution until after recommendations are made by the Committee of the Whole on November 10 after which the resolution will be returned to the Administrative Committee for further review. Roll call vote – Floeter-Aye, Mehn-Aye, Hess-Aye, Mulder-Aye, Reabe-Aye. Motion carried.

- **Resolution Declaring State of Emergency in Green Lake County regarding COVID-19 through February 19, 2021**

*Motion/second (Hess/Mulder)* to approve the resolution and forward to County Board for final approval. Discussion held. Motion carried with no negative vote.

### ORDINANCES

- **Amending Chapter 9. Board of Supervisors, Article III. – Appointed Committees and Renumber Article IV Committees Generally.**

*Motion/second (Mulder/Floeter)* to approve the ordinance and forward to County Board for final approval. Discussion held. Motion carried with no negative vote.

### **DEPARTMENT REPORTS**

- Corporation Counsel
- County Administrator
- County Clerk
- IT
- Register of Deeds
- Treasurer

All reports were reviewed and discussed by the Committee.

### **CREDIT CARD REQUEST**

*Motion/second (Floeter/Hess)* to approve the credit card request in the amount of \$1,500 for Renee Thiem-Korth in the Register of Deeds department. Motion carried with no negative vote.

### **BUDGET ADJUSTMENTS (3)**

- Register of Deeds

Budget adjustment #1 – increase Laredo/Tapestry revenue account by \$1,620 due to fee increase.

Budget adjustment #2 - decrease Laredo/Tapestry revenue account by \$4,020 due to canceled plan

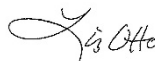
Budget adjustment #3 – decrease Laredo/Tapestry revenue account by \$670 due to canceled plan

*Motion/second (Mulder/Hess)* to approve the budget adjustments and forward to the Finance Committee. Motion carried with no negative vote.

### **ADJOURNMENT**

Chair Reabe adjourned the meeting at 5:31 PM.

Submitted by,



Liz Otto  
County Clerk

ORDINANCE NO. -2021

Creating Chapter 200 – Property Assessed Clean Energy Financing

The County Board of Supervisors of Green Lake County, Green Lake Wisconsin, duly assembled at its regular meeting begun on the 16th day of February 2021, does ordain as follows:

- 1 **WHEREAS**, Wisconsin Statute §66.0627(8) authorizes Wisconsin Counties to make
- 2 Property Assessed Clean Energy (PACE) financing available in local communities; and
- 3 **WHEREAS**, Pace financing will help stimulate the local economy by funding the upfront
- 4 cost of energy efficiency, renewable energy, and water conservation building
- 5 improvements; and

Roll Call on Ordinance No. -2021

Submitted by Administrative Committee:

Ayes , Nays , Absent , Abstain

Passed and Enacted/Rejected this 16th day of February, 2021.

\_\_\_\_\_  
Harley Reabe, Chair

\_\_\_\_\_  
Keith Hess

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

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

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Katie Mehn

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

\_\_\_\_\_  
Brian Floeter

7 **WHEREAS**, the PACE program still stimulate job creation, investment in goods and  
8 service and savings on building operating expenses which improve the market for  
9 investing in Green Lake County; and

10 **WHEREAS**, the PACE program may provide opportunities for buildings to be revitalized  
11 which will improve the local building stock and help raise the value of property and the  
12 potential tax base; and

13 **WHEREAS**, there is no expense or cost to a local government who authorizes the PACE  
14 program and the PACE Wisconsin program is administered by a Wisconsin nonprofit  
15 organization which recovers its costs through the transaction fees assessed on completed  
16 projects.

17 **NOW, THEREFORE, THE COUNTY BOARD OF SUPERVISORS OF THE COUNTY**  
18 **OF GREEN LAKE DOES ORDAIN AS FOLLOWS:**

19 Section 1. Chapter 200 – Property Assessed Clean Energy Financing is hereby created  
20 as follows:

21  
22 200-1 PROPERTY ASSESSED CLEAN ENERGY FINANCING.

23  
24 A. PURPOSE. The County finds that renovations or additions to premises located in the  
25 County made to improve energy efficiency, improve water efficiency, and/or use  
26 renewable resource applications, increase property values, stimulate local economic  
27 activity, provide local and global environmental benefits, and promote the general welfare  
28 of County residents. The purpose of this Section is to facilitate loans arranged by property  
29 owners or lessees to make such improvements by treating loan principal and interest,  
30 fees, and other charges as special charges eligible for inclusion on the tax roll for these  
31 properties.

32  
33 B. STATUTORY AUTHORITY. This ordinance is enacted pursuant to Wis. Stat. §  
34 66.0627, as amended, which authorizes a County to make a loan or enter into an  
35 agreement regarding loan repayments to a 3rd party for owner-arranged or lessee-  
36 arranged financing, to an owner or a lessee of a premises located in the County for  
37 making or installing an energy efficiency improvement, a water efficiency improvement or  
38 a renewable resource application to a premises.

39  
40 200-2. DEFINITIONS. In this section:

41  
42 “Annual installment” means the portion of the PACE loan that is due and payable for a  
43 particular year under the supplemental agreement.

44  
45 “Borrower” means the property owner or lessee of the subject property that borrows the  
46 proceeds of a PACE loan.

47  
48 “Default loan balance” means the outstanding balance, whether or not due, of a PACE

49 loan at the time that the County receives foreclosure proceeds.

50  
51 “Foreclosure proceeds” means the proceeds received by the County from the disposition  
52 of a subject property through an in rem property tax foreclosure.

53  
54 “Loan amount” means the principal, interest, administrative fees (including the Program  
55 Administrator’s fees) and other loan charges to be paid by the borrower under the PACE  
56 loan.

57  
58 “PACE” means the acronym for property assessed clean energy.

59  
60 “PACE default provisions” means:  
61 1. The delinquent annual installment(s) due when the County initiates the in rem  
62 property tax foreclosure on the subject property;  
63 2. Any additional annual installment(s) that become due between the time that the  
64 County initiates in rem property tax foreclosure on the subject property and the date  
65 the County receives the foreclosure proceeds;  
66 3. Any default interest charges applied to unpaid annual installments referenced in  
67 subs. (1.) and (2.) above, as provided in the supplemental agreement; and  
68 4. Any default loan balance.

69  
70 “PACE lender” means any person that makes a PACE loan, and which may include an  
71 affiliate of the borrower.

72  
73 “PACE loan” means a loan made by a PACE lender to a borrower under this Section for  
74 energy efficiency improvements, water efficiency improvements, or renewable resource  
75 applications made to or installed on a subject property.

76  
77 “Person” means any individual, association, firm, corporation, partnership, limited liability  
78 company, trust, joint venture or other legal entity, or a political subdivision as defined in  
79 Wis. Stat. § 66.0627.

80  
81 “Program Administrator” means the person retained by the Wisconsin PACE Commission  
82 as provided in §200-4 (b).

83  
84 “Subject property” means any premises located in the County on which an energy  
85 efficiency improvements, water efficiency improvements, or renewable resource  
86 applications are being or have been made and financed through an outstanding PACE  
87 loan.

88  
89 “Supplemental agreement” means a written agreement among a borrower, a PACE lender  
90 and the County, as provided for in §200-6.

91  
92 “Wisconsin PACE Commission” means the Wisconsin PACE Commission formed under  
93 Wis. Stat. § 66.0301, as amended, by the County and one or more other political  
94 subdivisions as defined in Wis. Stat. § 66.0627, pursuant to a Joint Exercise of Powers

95 Agreement relating to the Wisconsin PACE Commission.

96 200-3 PACE LOANS AS SPECIAL CHARGES; DELINQUENT AMOUNTS AS LIENS.

97 Any PACE loan made and secured pursuant to this Section shall be considered a special  
98 charge on the subject property. Any annual installment or portion of a PACE loan made  
99 and secured pursuant to the Section that becomes delinquent according to the terms of  
100 the PACE loan shall be a lien against the subject property and placed on the tax roll, as  
101 permitted pursuant to Wis. Stat. §66.0627 as amended.

102

103 200-4 WISCONSIN PACE COMMISSION.

104

105 A. Any of the powers and duties of the County under this Section, except for those under  
106 §200-8 may (but are not required to) be delegated to the Wisconsin PACE Commission.

107

108 B. The Wisconsin PACE Commission is further authorized to retain a Program  
109 Administrator to act as its agent and administer the PACE program, subject to adherence  
110 with PACE program requirements set forth in this Section and in Wis. Stat. § 66.0627 as  
111 amended.

112

113 200-5 LOAN APPROVAL.

114

115 A. A prospective borrower applying for a PACE loan shall comply with the loan application  
116 process set forth in the program manual approved by the County.

117

118 B. The County shall approve the financing arrangements between a borrower and PACE  
119 lender.

120

121 200-6 SUPPLEMENTAL AGREEMENT.

122

123 A. The County, the borrower and the PACE lender shall execute the supplemental  
124 agreement which, without limitation:

125

126 1. Shall inform the participants that the PACE loan amount shall be imposed as and  
127 considered a special charge, and each year's annual installment may be included on  
128 the property tax roll of the subject property as a special charge and an annual  
129 installment that is delinquent shall be a lien against the subject property pursuant to  
130 Wis. Stat. § 66.0627, as amended;

131

132 2. Shall recite the amount and the term of the PACE loan;

133

134 3. Shall provide for the amount, or a method for determining the amount, of the annual  
135 installment due each year;

136

137 4. Shall provide whether default interest may be applied to unpaid annual installments;

138



139 5. Shall require the PACE lender and the borrower to comply with all federal, state and  
140 local lending and disclosure requirements;

141  
142 6. Shall provide for any fees payable to the County and/or Program Administrator;

143  
144 7. Shall recite that the supplemental agreement is a covenant that runs with the land;

145  
146 8. May provide for prepayments of annual installments by the borrower with a resulting  
147 reduction in the special charge for the prepayment, subject to any prepayment  
148 premium charged by the PACE lender, if any; and

149  
150 9. May allow for amendment by the parties.

151  
152 B. Prior to executing the supplemental agreement, the owner of the subject property, if  
153 different from the borrower, and any existing mortgage holder(s) on the subject property  
154 must have executed a separate writing acknowledging the borrower's use of PACE  
155 financing for the subject property and the special charge that will be imposed under this  
156 Section and its consequences, including the remedies for collecting the special charge.

157  
158 C. Each PACE loan shall be amortized over the term of the PACE loan as provided in the  
159 supplemental agreement.

160  
161 D. The annual payments of a PACE loan may be payable in installments as authorized by  
162 Wis. Stat. § 66.0627, as amended.

163  
164 200-7 ANNUAL INSTALLMENTS ADDED TO TAX ROLLS.

165  
166 Upon the request of the Program Administrator the County shall place each year's annual  
167 installment on the tax roll for the subject property as permitted pursuant to Wis. Stat. §  
168 66.0627, as amended.

169  
170 200-8 REMITTANCE OF SPECIAL CHARGES.

171  
172 The County shall promptly remit to the Wisconsin PACE Commission any payment(s) for a  
173 special charge imposed under this Section, including penalties and charges thereon, it  
174 may receive from any taxing district or the County treasurer pursuant to Wis. Stat. Ch. 74,  
175 as amended.

176  
177 200-9 (10) PROPERTY TAX FORECLOSURE PROCEDURES.

178  
179 A. The County elects to utilize the provisions of Wis. Stat. § 75.521, as amended, for the  
180 purpose of enforcing tax liens if a subject property owner fails to pay any special charges  
181 imposed on the subject property under this Section as required.

182  
183 B. The County shall begin an in rem property tax foreclosure proceeding on the subject  
184 property at the earliest time allowed under Wisconsin Statutes, unless the County

185 determines that subject property is a “brownfield” (as defined is Wis. Stat. § 75.106, as  
186 amended) or that in rem property tax foreclosure is not in the best interests of the County  
187 due to the condition of the property or for other reasons.  
188

189 C. If the County has determined that it will not commence an in rem property tax  
190 foreclosure proceeding, then the PACE lender may request that the County, pursuant to  
191 Wis. Stat. § 75.106, as amended, assign the County’s right to take judgment against the  
192 subject property, provided that the PACE lender and the County fully comply with all  
193 provisions of Wis. Stat. § 75.106, as amended, concerning the subject property and the  
194 PACE lender agrees to pay the amounts required by Wis. Stat. § 75.36(3)(a)1 and 1m, as  
195 amended.  
196

#### 197 200-10 SALE OF FORECLOSED PROPERTY.

198

199 If the County prevails in an in rem property tax foreclosure action against a subject  
200 property, the County shall diligently proceed to sell the subject property pursuant to the  
201 procedures set forth in Wis. Stat. § 75.69, as amended.  
202

#### 203 200-11 DISTRIBUTION OF FORECLOSURE PROCEEDS.

204

205 The County Treasurer shall follow the procedures set forth in Wis. Stat. § 75.36, as  
206 amended, to distribute the proceeds from the sale of a subject property.

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

**RESOLUTION NUMBER -2021**

**Resolution adopting Property Assessed Clean Energy**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting on this 16th day of February 2021, does resolve as follows:

- 1 **WHEREAS**, pursuant to Wis. Stat. §66.0301, two or more municipalities of the State of
- 2 Wisconsin, may by contract create a commission for the joint exercise of any power or
- 3 duty required or authorized by law; and
  
- 4 **WHEREAS**, Green Lake County is a “municipality” as that term is defined in Wis. Stat.
- 5 §66.0301 and a political subdivision located in the State; and
  
- 6 Fiscal note is not applicable.
  
- 7 Majority vote is needed to pass.

Roll Call on Resolution No. -2021

Submitted by Administrative  
Committee

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 16th  
day of February 2021.

\_\_\_\_\_  
Harley Reabe, Chair

\_\_\_\_\_  
Brian Floeter

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

\_\_\_\_\_  
Keith Hess

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Brian Floeter

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

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

8 **WHEREAS**, Green Lake County is empowered by law to promote economic, cultural  
9 and community development, including, without limitation, the promotion of  
10 opportunities for the creation or retention of employment, the stimulation of economic  
11 activity, the increase of the tax base, and the promotion of opportunities for education,  
12 cultural improvement and public health, safety and general welfare, which may be  
13 accomplished by various means; and

14 **WHEREAS**, Wis. Stat. § 66.0627(8) authorizes a city, a village, a town and a county in  
15 this State to, among other things, make a loan to or otherwise arrange, participate in or  
16 facilitate the financing of an energy improvement, a water efficiency improvement or a  
17 renewable resource application to a real property within its jurisdiction and to provide for  
18 such financing through the imposition of a special charge against the property benefitted  
19 by the energy or water efficiency improvement or renewable resource project; and

20 **WHEREAS**, such financings are commonly referred to as “Property Assessed Clean  
21 Energy” or “PACE” financings; and

22 **WHEREAS**, Green Lake County has determined that it is in the public interest to  
23 provide real property owners, lessees, lenders and other transaction parties in Green  
24 Lake County with access to a uniformly-administered program for PACE financing; and

25 **WHEREAS**, Green Lake County and other counties, with the support and counsel of the  
26 Wisconsin Counties Association, League of Wisconsin Municipalities, Green Tier  
27 Legacy Communities and other stakeholders, have studied the possibility of creating a  
28 commission pursuant to Wis. Stat. § 66.0301 to be known as the Wisconsin PACE  
29 Commission (“Commission”); and

30 **WHEREAS**, the Wisconsin PACE Commission would be formed and operated in  
31 accordance with a Joint Exercise of Powers Agreement Relating to Wisconsin PACE  
32 Commission (“Commission Agreement”) of which a substantially final draft is attached to  
33 this Resolution; and

34 **WHEREAS**, it is in Green Lake County’s best interests to join the Wisconsin PACE  
35 Commission and authorize the execution of the Commission Agreement; and

36 **WHEREAS**, in accordance with Wis. Stat. § 66.0627 and the provisions of the  
37 Commission Agreement, Green Lake County must adopt an Ordinance relating to the  
38 administration of PACE financings in Green Lake County and throughout the State  
39 (“PACE Ordinance”); and

40 **WHEREAS**, attached to this Resolution is proposed Ordinance No. \_\_\_\_\_,  
41 which will be considered at the same meeting at which this Resolution is being  
42 considered (“PACE Ordinance”); and

43 **WHEREAS**, adoption of the PACE Ordinance is a necessary condition to Green Lake  
44 County entering into the Commission Agreement; and

45 **WHEREAS**, it is the intent of this Resolution to authorize Green Lake County to become  
46 a member of the Commission and authorize a duly-appointed representative of Green  
47 Lake County to finalize and execute the final Commission Agreement in substantially  
48 the form of the draft Commission Agreement attached to this Resolution;

49 **SO, NOW, THEREFORE, BE IT RESOLVED:** That the Green Lake County Board of  
50 Supervisors hereby approves the draft Commission Agreement, a copy of which is  
51 attached to this Resolution, and authorizes and directs the Green Lake County Board  
52 Chair to sign such document after receipt of preliminary approval from the other  
53 participating municipalities, approval from the Green Lake County Administrator to  
54 approve the final form of the Commission Agreement and approval of the Green Lake  
55 County Corporation Counsel; and

56 **BE IT FURTHER RESOLVED:** That the Chair of the Green Lake County Board of  
57 Supervisors is hereby directed to appoint a board supervisor to act as Green Lake  
58 County's official representative in relation to the final approval of the form of the  
59 Commission Agreement and to otherwise take all action necessary to effectuate the  
60 intent of this Resolution; and

61 **AND BE IT FINALLY RESOLVED:** That \_\_\_\_\_ is  
62 designated as the Green Lake County "Representative Director" of the Board of  
63 Directors of the Commission in accordance with the Commission Agreement, he or she  
64 to serve at the pleasure of the Green Lake County Board of Supervisors

65 **FISCAL NOTE:** no fiscal impact

**RESOLUTION NUMBER -2021**

**Resolution Declaring State of Emergency in Green Lake County  
Regarding COVID-19 through June 25, 2021**

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting on this 16th day of February 2021, does resolve as follows:

- 1 **WHEREAS**, in December 2019, a novel strain of the coronavirus now named
- 2 Coronavirus Disease 2019 (COVID-19) was detected and has spread through many
- 3 countries, including the United States; and
- 4 **WHEREAS**, the World Health Organization declared a Public Health Emergency of
- 5 International Concern; and the United States Department of Health and Human
- 6 Services declared a Public Health Emergency; and
- 7 Majority vote is needed to pass.

Roll Call on Resolution No. -2021

Submitted by: Administrative  
Committee

Ayes , Nays , Absent , Abstain

Passed and Adopted/Rejected this 16<sup>th</sup>  
day of February, 2021.

\_\_\_\_\_  
Harley Reabe, Chair

\_\_\_\_\_  
Keith Hess

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

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

\_\_\_\_\_  
ATTEST: County Clerk  
Approve as to Form:

\_\_\_\_\_  
Katie Mehn

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

\_\_\_\_\_  
Brian Floeter

8 **WHEREAS**, As of January 20, 2021 Green Lake County has had 1,454 confirmed  
9 positive COVID-19 cases, 392 probable cases, and 14 deaths associated with COVID-  
10 19. According to the State of Wisconsin Department of Health Services (DHS) website,  
11 as of January 19, 2021, Green Lake County’s COVID-19 activity is high. The DHS  
12 website states that “this categorization is created by combining Green Lake County’s  
13 high burden of 241.0 per 100,000 people and their trajectory showing no significant  
14 change in cases.” DHS data also shows that currently 83.6% of the hospital beds,  
15 83.8% of the ICU Beds and 19.1% of ventilators are in use in the Fox Valley Region, of  
16 which Green Lake County is a part. The rise of cases, the 14 county deaths and the  
17 large percentage of hospital and ICU beds treating COVID-19 patients in the region  
18 constitute a condition within the County posing an imminent threat of a disaster within  
19 the meaning of Chapter 323 of the Wisconsin Statutes that could impair medical care,  
20 health protection, and other critical systems of Green Lake County; and

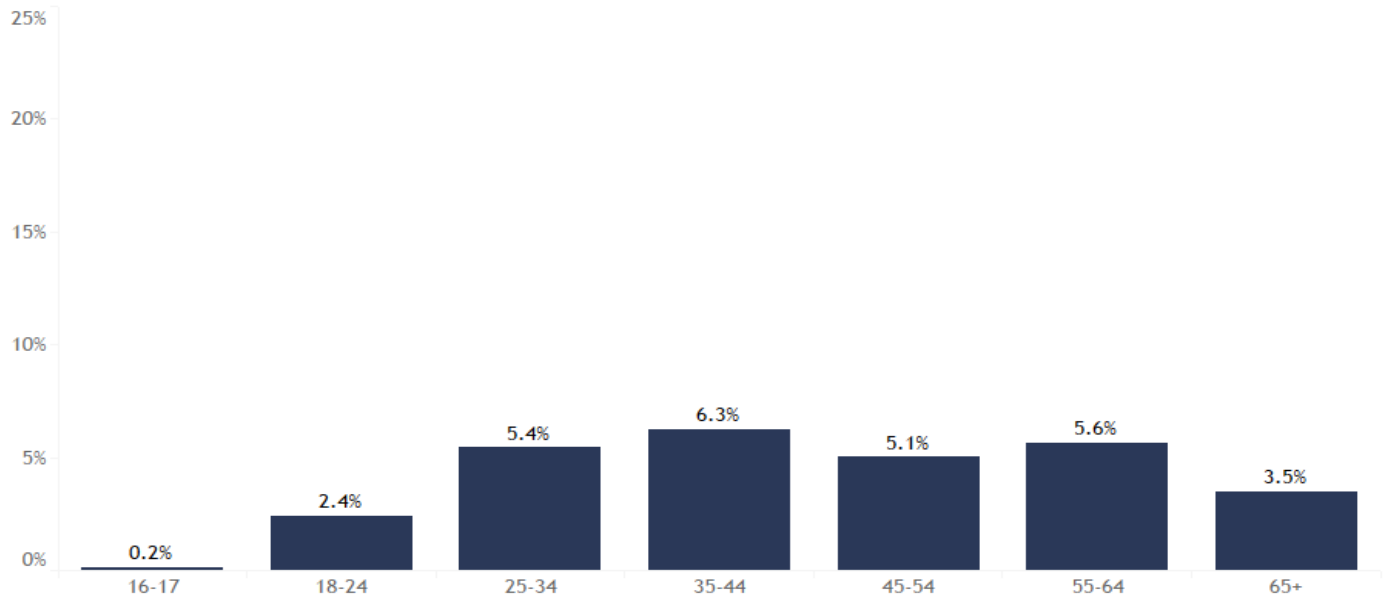
21 **WHEREAS**, COVID-19 vaccines have become available and DHS “is working to get  
22 COVID-19 vaccine to Wisconsinites as equitably, quickly, and safely as possible.”<sup>i</sup>  
23 However, there is a limited supply of vaccines and DHS is prioritizing who will receive  
24 the vaccine. Green Lake Public Health has indicated that it will take several months to  
25 vaccinate Green Lake County residents who wish to receive the vaccine due to having  
26 limitations on the amount of vaccine that Green Lake County Public Health is allocated  
27 each week; and

28 **WHEREAS**, according to the DHS website, the federal government allocates the  
29 COVID-19 vaccine based on population size (Wisconsin’s 2019 population is 5.822  
30 million, with a projected 5.83 million for 2020)<sup>ii</sup>; however, Wisconsin does not have  
31 enough vaccines to vaccinate all eligible populations at this time; therefore, vaccinations  
32 will be targeted to people with higher risk for COVID-19, and although the vaccine will  
33 be administered in phases, the phases for distribution may overlap; and

34 **WHEREAS**, as of January 20, 2021, the Green Lake County Health Department has  
35 vaccinated 300 people. The following chart shows the vaccines administered as of

### Percent of Wisconsin population who have received at least one COVID-19 vaccine dose, by age group

Updated: 1/20/21



37

38 **WHEREAS**, declaring a state of emergency will facilitate and expedite the use of all  
39 available resources to protect persons from the impacts of the spread of COVID-19  
40 while ensuring continuity of critical operations within Green Lake County.

41 **NOW THEREFORE BE IT RESOLVED**, the Green Lake County Board of Supervisors,  
42 under the power vested in it by Wis. Stat. §323.11, hereby declares a state of  
43 emergency in Green Lake County.

44 **BE IT FURTHER RESOLVED**, the state of emergency shall last until June 25, 2021,  
45 unless rescinded sooner by a Resolution of the County Board.

46 **BE IT FURTHER RESOLVED**, that if the Health and Human Services Department  
47 deems it necessary to make use of volunteer health care practitioners, the Health Office  
48 shall notify the state department of health services.

49 **BE IT FURTHER RESOLVED**, that the County Board Chair and County Administrator  
50 have joint authority to grant limited exceptions to current County policies and ordinances  
51 which deal with employment, daily operation and function of County facilities where it is  
52 the best interest of the county for the purpose of building and facility safety, employee  
53 policies and procedures, internal county operation and functions during the COVID-19  
54 pandemic. All exceptions should be consistent with Wis. Ch. 323 (Emergency  
55 Management), any State or Federal legislation connected with the COVID-19 pandemic,



56 and based on best practices as recommended by the CDC, WI DHS and the Green  
57 Lake County Health Department.

58 **BE IT FURTHER RESOLVED**, that the County Board Chair and County Administrator  
59 have joint authority to draft policies and procedures that are necessary to protect the  
60 public who enter and employees who work in County buildings, and facilities from the  
61 spread of COVID-19, and shall consider all available state and federal guidance and  
62 recommendations for the County's facilities to continue providing government services  
63 to the public and protecting County employees.

64 **BE IT FURTHER RESOLVED**, if the County Board Chair is unable to perform the duties  
65 under this resolution, the power to make decisions shall lie with the County Board Vice-  
66 chair.

67 **BE IT FURTHER RESOLVED**, if the County Administrator is unable to perform the  
68 duties under this resolution, the power to make decisions shall lie with the Corporation  
69 Counsel.

70 **BE IT FURTHER RESOLVED**, so long as the meeting is consistent with the  
71 requirements of open meetings, the County Board or its committees may conduct  
72 electronic meetings for conducting County business.

73 **BE IT FURTHER RESOLVED**, that all policies and directives enacted under all prior  
74 Declarations of Emergency related to COVID-19 shall continue in effect until the  
75 expiration of this declaration, unless the policy has a sunset date set by state or federal  
76 law, then the policy shall expire based on state or federal law.

77 **FISCAL NOTE:** all appropriations under all emergency declarations shall not exceed  
78 \$290,000 and shall be remitted from the contingency fund.

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<sup>i</sup> <https://www.dhs.wisconsin.gov/covid-19/vaccine.htm>, last visited on January 20, 2021.

<sup>ii</sup> [https://www.google.com/search?q=what+is+wisconsin%27s+population&rlz=1C1GCEB\\_enUS828US828&oq=what+is+wisconsin%27s+po&aqs=chrome.0.0i457j0l2j69i57j0i22i30l2j0i22i30i395l2.4441j1j7&sourceid=chrome&ie=UTF-8&safe=active&ssui=on](https://www.google.com/search?q=what+is+wisconsin%27s+population&rlz=1C1GCEB_enUS828US828&oq=what+is+wisconsin%27s+po&aqs=chrome.0.0i457j0l2j69i57j0i22i30l2j0i22i30i395l2.4441j1j7&sourceid=chrome&ie=UTF-8&safe=active&ssui=on), last visited on January 21, 2021.

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

### Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: January 28, 2021  
 Department: County Clerk - Elections  
 Amount: \$155,110.89  
 Budget Year Amended: 2020

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

Election Programming accounts adjusted by \$37,730.89 due to 2 grants received - one for \$35,762.54 and the other for \$1,968.35. Election Supplies accounts adjusted due to purchase of new voting machines for all municipalities. Each muni repaid the county their portion with the County contributing a small amount (\$7,068) out of the 2021 budget.  
The Town of Kingston split their payments and will pay the 2nd half of \$3,300 in 2022.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-04-46116-388-000	Election Programming	\$ 12,000.00	\$ 37,730.89	\$ 49,730.89
20-100-04-46116-390-000	Election Supplies	\$ 150.00	\$ 114,080.00	\$ 114,230.00
				\$ -
				\$ -
Total Adjustment			\$ 151,810.89	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-04-51440-326-00	Programming	\$ 50,000.00	\$ 37,730.89	\$ 87,730.89
20-100-04-51440-319-000	Election Supplies	\$ 10,000.00	\$ 117,380.00	\$ 127,380.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 155,110.89	

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: December 21, 2020  
 Department: Register of Deeds  
 Amount: \$495.00  
 Budget Year Amended: 2021

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

Closing & Ttile Services merging with Guaranty Title Services and will no longer need account.

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**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-100-07-41240-000-001	Laredo/Tapestry	\$ 44,000.00	\$ (1,100.00)	\$ 42,900.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ (1,100.00)	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-100-07-51710-258-000	Laredo Fidar Expense	\$ 11,300.00	\$ 495.00	\$ 11,795.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 495.00	

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

## OFFICE OF THE COUNTY ADMINISTRATOR

Catherine J. Schmit, County Administrator Office: 920-294-4147  
cschmit@co.green-lake.wi.us FAX: 920-294-4135

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January 2021

To: Green lake County Board of Supervisors

From: Catherine J. Schmit, County Administrator

Under general direction of the Green Lake County Board, the Administrator serves as the County's chief administrative officer under State Statute 59.18, and is responsible for directing all managerial and administrative functions of the county, except those functions vested in boards, commissions, or other elected officers.

During the first half of 2019 I participated in meetings with the City of Berlin Administrator, Northern and Southern Green Lake County area ambulance service representatives and committee regarding concerns related to county ambulance service and funding. The County proceeded with a countywide ambulance service feasibility study in 2020. My office also coordinated with County staff and contracted representatives from Potter Lawson on review of Government Center security and related issues and concerns. RFP's were developed and distributed at the close of 2019. The County updating of security systems and physical layout of security area initiated in 2020, and continues into 2021.

In June Financial Manager Ed Tetzlaff and I held our 2021 Annual Budget Kickoff meeting with Departments via Zoom. This was the fourth year of using the detailed format and process. Training and budget development workshops were held to support staff in navigating the budget process. Department Heads have done a great job of taking ownership of and being accountable for their own departmental budget line items and incorporated the 5% budget reduction proposed by the Finance Committee. In November 2019 Ed Tetzlaff assumed the Finance Manager role including duties related to AP, Finance, Budget and Audit. He also works 8 hours per week in support of the Highway Department. In November the County Board adopted the 2021 Green Lake County Annual Budget after a smooth and cooperative budget development process.

Also in June, Human Resources Coordinator Nicole Geschke celebrated her three year anniversary with Green Lake County. She continues to be instrumental in streamlining the recruitment and hiring process as well as being the lead on implementation and coordination of our Halogen employee performance management software and evaluation process. Nicole's efforts have vastly improved responses to our recruitment efforts. Nicole coordinated Supervisory Management Training sessions presented by MPTC. Unfortunately Nicole was unable to coordinate the annual employee appreciation picnic at Dodge Memorial County Park and employee holiday pot luck events this year due to COVID-19 protocols.

Throughout the year County Board Chair Harley Reabe, Corporation Counsel Dawn Klockow and I have attended numerous meetings regarding the State close out of the Revolving Loan Fund program as well as several meetings regarding TREDC operational and management concerns.

- March to Present:
  - Worked closely with the County Board Chair and our Covid-19 Response Team to address the pandemic related emergency response and associated challenges.
  - Coordinated the COVID-19 response to Governor's Safer at Home Order including closing of County buildings and institution of telecommuting protocols.
  - Updated and issued Green Lake County COVID-19 Plan Directives and coordinated temporary internal policy modifications in response to the pandemic.
  - Track and report COVID-19 related costs and report for FEMA, CARES, etc. funding.
  - Plan and implement Green Lake County reopening timeline and protocols.
  - Participate in numerous daily virtual meetings relating to the pandemic response.

Effective January 1, 2021 we transitioned Kathy Ninneman to the merged position of Green Lake County Fair and Office Coordinator following the resignation of our current Fair Coordinator.

We are looking forward to having another exciting and productive year in 2021!

Respectfully submitted,  
**Catherine J. Schmit**  
Catherine J. Schmit  
Green Lake County Administrator

Also, Human Resources Coordinator, Nicole Geschke  
Financial Manager, Ed Tetzlaff



**ACCOUNTING**

	<u>2020</u>		<u>2019</u>		<u>2018</u>	
Checks Sent:	4,342	\$ 16,576,965.29	4,517	\$ 13,295,403.19	5,066	\$ 13,109,769.35
Receipts (Cash & A/R):		\$ 62,258,357.14		\$ 52,497,442.46		\$ 48,520,734.09

**PERSONNEL**

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Retirements	4	3	2
Voluntary Resignation(s)	9	16	17
Involuntary Resignation(s)	2	0	4
Position(s) Eliminated:			
Full-Time	3	0	0
Part-Time	1	1	2
Position Reduction(s):			
Full to Part-Time	1	0	0
Internal Promotions/Transfers	5	6	12
External Hires - Permanent	15	25	24
External Hires - LTE	9	4	6



# GREEN LAKE COUNTY OFFICE OF CORPORATION COUNSEL

*Dawn N. Klockow*  
Corporation Counsel

Office: 920-294-4067  
FAX: 920-294-4069

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## 2020 Annual Report to the County Board

January 21, 2021

Dear Honorable Supervisors, Green Lake County, Wisconsin:

I am pleased to present the 2020 Annual Report for the Office of Corporation Counsel. As you are aware, the Office of Corporation Counsel is an office created by the Green Lake County Board of Supervisors in accordance with Wisconsin Statutes. The Corporation Counsel provides legal services to the Board and County Departments in all civil litigation matters and other matters as assigned by either ordinance or statute.

I have provided a two year comparison of the legal work performed for 2019 and 2020. The services performed have remained relatively stable. During April and May, I worked from home during the COVID-19 stay at home order. After the stay at home order was lifted, I worked partially in the office and from home, participating in meetings and court hearings via Zoom.

In addition to legal services to the County, I continued as a Trainer with the UW-Green Bay Behavioral Health Partnership training crisis workers on mental health case law, statutes and procedures. I co-taught four seminars in 2020, which brought in revenue for the county. I am again contracted for 2021 for four seminars.

In order to keep my law license, I am required to attend continuing legal education seminars and must earn 30 credits for each two-year reporting period, three of which must be in ethics. For 2019 I attended the following continuing legal education seminars:

- A webinar on Complex ADA Issues in the Workplace on April 23, 2019.
- The Wisconsin Municipal Mutual Insurance Co and Wisconsin Association of County Corporation Counsels seminar on May 3-4, 2019.
- A webinar on Cyber Security on May 20, 2019.
- The WINGS summit on guardianships and protective placements on May 22, 2019.
- A webinar on ethics and privileged communications on June 20, 2019.
- A webinar for Agenda and Minutes for County Board and Committee Meetings on July 22nd.
- Aegis Corporation, Corporation Counsel/Defense Counsel forum on September 6th.

- Wisconsin Child Support Enforcement Association Conference on September 18, 19 and 20th.
- WCA Conference on September 23rd.
- Wisconsin Association of County Corporation Counsel's Fall Conference on September 24th. I was re-elected VP/Secretary for another one year term.
- A webinar on Legal Research Using Innovative Google Methods on September 25th.
- A Webinar titled "Who let the dogs (cats, miniature horses, and mallard ducks) in: Navigating Service and Emotional Support Animal Accommodations on October 15th.

In 2020, I attended the following seminars.

- Attended COVID-19 webinar presented by Husch Blackwell on March 20<sup>th</sup>
- Attended WCA webinar on HR6201 on March 23<sup>rd</sup>
- Attended webinar presented by Crivello Carlson "Guidance for Local Governments on COVID-19" on April 9<sup>th</sup>
- Attended webinar presented by FastCase "TheCOVID-19 Litigation Weekly Episode 6 – How to Conduct Complex Video Hearings" on April 24<sup>th</sup>.
- Attended WCA webinar "Redistricting" on April 28<sup>th</sup>
- Attended Wisconsin Bar webinar, "Keeping your cool in a crisis" on April 29<sup>th</sup>
- Attended WCA webinar/Zoom meeting on "Local Health Authority" on May 18<sup>th</sup>
- Attended webinar presented by Crivello Carlson "Guidance for Local Governments on COVID-19" on April 9<sup>th</sup>
- Attended meeting hosted by VonBriesen Roper regarding Health Officer Guidance Document for WCA on July 11<sup>th</sup>.
- Attended WCA Zoom meeting on Public Health Guidance document on July 19<sup>th</sup>.
- Attended COVID-19 Employment Law Issues hosted by Quarles and Brady, online on August 27<sup>th</sup>.
- Attended webinar on Marsy's Law hosted by vonBriesen Roper on September 10<sup>th</sup>.
- Attended webinar on "Guidance on First Amendment Auditors".
- Attended Quarles and Brady Legal Ethics Seminar via the web.
- Attended webinar on Virtual Challenges and Strategies for Zoom meetings webinar with State Bar of WI/G. Lane Ware Leadership Academy alumni.
- Participated in a teleconference with Attorney General Josh Kaul regarding emergency detentions (mental health commitments) with other corporation counsels.
- Attended webinar – "Ethical Considerations for Government Attorney Wellness" sponsored by the Government Lawyers Division of the WI State Bar.

Due to COVID-19, all of the professional conferences that I would normally attend, were



cancelled, so I had to rely on webinars to ensure that I received enough continuing education credits. I received confirmation from the Board of Bar Examiners that I am in compliance with my continuing legal education requirements (my reporting period ends in even years).

I also continue to act as the contracted attorney for the State of Wisconsin for Child Support and assist the Green Lake County Child Support agency with paternity adjudication and child support enforcement. I billed 77 hours to the Child Support Agency for reimbursement through state and federal child support programs. This number is down from last year, but it can be attributed to the Covid-19 virus and that non-essential hearings were put on hold and child support hearings did not occur until later last year due to the virus.

I continue to have an open door policy and encourage Supervisors, elected officials and county staff to reach out with their legal questions. Thank you for the opportunity to continue serving the Green Lake County Board of supervisors and the various County departments.

Please see the following pages for the breakdown of legal services provided for 2019 and the comparison to 2020.

Regards,

/s/ Dawn N. Klockow  
Corporation Counsel

**Two year comparison  
2019 - 2020  
Assignment Files**

Description	Beginning Balance	Received	Completed	Ending Balance
Collections	2	7	7	2
Contracts / Agreements	7	66	64	9
Employment	3	5	8	0
Informational file	1	5	3	3
unable to catogorize	1	5	6	0
Memorandum of Understanding	0	4	3	1
Notice of Claim/Injury	1	2	1	2
Opinions	2	19	17	4
Ordinances	4	14	14	4
Policy	3	10	9	4
Presentation	0	0	0	0
Real Estate	1	4	4	1
Records Request	1	15	16	0
Resolutions	0	19	19	0
Research	0	1	1	0
Septic Violation	0	2	1	1
Zoning Enforcement	0	2	1	1
<b>Total</b>	<b>26</b>	<b>180</b>	<b>174</b>	<b>32</b>

Description	Beginning Balance	Received	Completed	Ending Balance
Collections	2	1	2	1
Contracts /	9	41	44	6
Employment	0	7	6	1
Informational file	3	5	4	4
unable to catogorize	0	6	5	1
Memorandum of Understanding	1	5	3	3
Notice of Claim/Injury	2	0	2	0
Opinions	4	21	18	7
Ordinances	4	12	15	1
Policy	4	9	10	3
Presentation	0	1	1	0
Real Estate	1	9	8	2
Records Request	0	10	9	1
Resolutions	0	10	8	2
Research	0	0	0	0
Septic Violation	1	1	2	0
Zoning Enforcement	1	2	3	0
<b>Total</b>	<b>32</b>	<b>140</b>	<b>140</b>	<b>32</b>

**Two Year Comparison  
2019 - 2020  
Litigation Case**

2019 Litigation Cases

2020 Litigation Cases

Description	Beginning Balance	Received	Completed	Ending Balance
Alcohol Commitment	1	2	2	1
Bankruptcy	1	4	3	2
Claim - Law Enforcement	1	0	0	1
Claim - Personal Injury	1	0	1	0
Class Action suit	1	0	0	1
Collections - Miscellaneous	2	2	3	1
Collections - Property Damage	1	0	0	1
Collections - Real Estate taxes	1	1	1	1
Elder Abuse / Restraining	0	2	2	0
Foreclosure	3	4	5	2
Guardianship	3	2	5	0
Guardianship with Protective	0	4	3	1
Human Health Hazard	2	1	3	0
In rem tax foreclosure	0	1	0	1
Involuntary Mental	11	53	50	14
Miscellaneous litigation	3	9	8	4
Septic System violation	0	2	0	2
Termination of Parental Rights	0	2	0	2
Watts Reviews	0	1	0	1
Zoning	3	3	3	3
<b>Total</b>	<b>34</b>	<b>93</b>	<b>89</b>	<b>38</b>

Description	Beginning Balance	Received	Completed	Ending Balance
Alcohol Commitment	1	1	2	0
Bankruptcy	2	5	5	2
Claim - Law Enforcement	1	0	0	1
Claim Personal Injury	0	0	0	0
Class Action suit	1	0	1	0
Collections - Miscellaneous	1	1	2	0
Collections - Property	1	0	1	0
Collections - Real Estate	1	0	1	0
Elder Abuse/Restraining Order	0	0	0	0
Foreclosure	2	1	3	0
Guardianship	0	13	13	0
Guardianship with Protective	1	2	3	0
Human Health Hazard	0	0	0	0
In rem tax foreclosure	1	1	1	1
Involuntary Mental	14	40	50	4
Miscellaneous litigation	4	4	6	2
Septic System violation	2	25	26	1
Termination of Parental	2	1	2	1
Watts Reviews	1	2	1	2
Zoning	3	2	5	0
<b>Total</b>	<b>38</b>	<b>98</b>	<b>122</b>	<b>14</b>



# GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto  
County Clerk

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

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## ADMINISTRATIVE COMMITTEE COUNTY CLERK ANNUAL REPORT February 1, 2021

Activities in the County Clerk's office for 2020 included:

- ❖ We had 4 elections in 2020 and as with everything else in our lives since last March, COVID-19 proved to be a HUGE challenge for election officials as well as voters. In April we were right down to the wire the day before the election wondering if there was going to actually be an election or if it would be postponed or canceled. I would like to commend my staff and all of the municipal clerks for being flexible in an unprecedented situation that involved a lot of extra work on all levels from March through the end of the year. The absentee ballots alone for each election were increased by over 50% from previous years and each ballot means extra work and time involved. Add to that new sanitation protocols, voter uncertainty, difficulty in finding poll workers, and talk of election fraud and it made for a stressful year. We are all looking forward to only 2 elections in 2021!
- ❖ One good thing that came out of the pandemic was grant money making it possible for all 16 of our municipalities to purchase new voting equipment through the Roads to Recovery funding. The touchscreen voting machines that each municipality had are being decommissioned so the timing was great. All of the municipalities now only have one machine – an ICE (ImageCast Evolution) voting machine which is a paper ballot for all voters. This machine is handicapped accessible and gives voters the security of voting on an actual paper ballot. Each machine is capable of handling up to 4,000 voters so none of our municipalities needed more than one machine. The County Administrator agreed to provide financial assistance to any municipalities that were short of grant funding so Green Lake County will be paying approximately \$9,350 toward the group purchase. There is ongoing concern amongst voters and the general public regarding the ability to “hack” into the voting machines. Our machines have no internet connection and the results are reported via telephone on election night by the municipal clerks – not via modem or internet connection.
- ❖ Marriage licenses were down for 2020 due to the pandemic and the inability for couples to have large receptions or family gatherings. I'm hoping for increased activity in 2021 with the vaccine rollout and the reopening of the Heidel House.
- ❖ Passport application processing also decreased in 2020 due to closure of the regional facility in Chicago and general travel restrictions. We have seen an increase in the last month with many individuals applying for passports so they are ready to travel when they can. Annual training is required to keep our certificates up to date and to provide accurate information for each situation and questions that arise. Both Nan and Sam do an excellent job of providing this service to area residents. I'm able to help out in a pinch but they both do a better job than I do when it comes to this service!
- ❖ COVID-19 also affected payroll this year with the FFCRA (Families First Coronavirus Response Act) policies and all of the questions that came with it. Green Lake County ended up paying out \$63,180.51 in wages and FICA tax for FFCRA benefits through December 31, 2020. FFCRA benefits were required to be reported on the employee W2's for 2020. All of the tax reporting, W2's, and the annual retirement reconciliation have been completed for last year.

- ❖ Phase I of the Green Lake Trail project, now known as Lauree's Trail, has been completed along Highway 23 from the intersection of Hwy 49/23 to Forest Ridge Road and from Sunnyside Road to CTH PP. Phase II of the project is slated to begin this summer. I worked closely with Barry Rogers, a member of Green Lake Greenways, to coordinate payments and invoicing for the grant funding from the DNR since this all had to be processed through Green Lake County.
- ❖ My deputy, Samantha Stobbe, welcomed a new baby on December 29 so she is out of the office. Nan and I are adapting and taking care of her work along with our own until she returns at the end of March. Many thanks to the Treasurer's office for helping out with the mail on Nan's day off!
- ❖ Other services my office provides to the county include phone management (landline and cell phones), door and badge security, agendas and minutes (including a crash course in Zoom for 2020!), purchasing and distribution of office supplies, mail distribution, dog licenses, DNR license sales, snowmobile maintenance grant funding, and benefits administration.
- ❖ I continue to be proud of the my staff in their ability to adapt to many different duties and situations in our office, especially in these days of COVID-19. We have been able to maintain a daily presence in our office along with the Treasurer and Register of Deeds so that our floor remained accessible to the public throughout the pandemic. We are happy to serve our fellow employees and the general public in any way we can.

As always, feel free to contact me with any questions or comments you may have.

Respectfully submitted,  
*Elizabeth Otto*  
Elizabeth Otto  
County Clerk



# 2020 ANNUAL REPORT

TO: THE HONORABLE CHAIRMAN AND BOARD OF SUPERVISORS OF GREEN LAKE COUNTY

		<u>2019</u>	<u>2020</u>
<b>FISH &amp; GAME LICENSES</b>	Gross license fees remitted to state	\$1,693.55	\$811.00
	License fees retained by County	\$84.20	\$47.50
	Interest	\$0.09	\$0.03
<b>DOG LICENSES</b>	License fees collected	\$9,840.25	\$8,750.50
	License fees remitted to state	\$519.90	\$462.30
<b>MARRIAGE LICENSES</b>	99 marriage licenses at \$75.00/each	\$7,575.00	\$7,425.00
	Waivers: 22 at \$25.00/each	\$550.00	\$550.00
	Fees remitted to state (99 @ \$25.00)	\$2,525.00	\$2,475.00
<b>MAILINGS</b>	Postage - county offices	\$38,654.17	\$47,468.68
	Municipal mailings - fees to the county (Real Estate tax bills)	\$7,228.02	\$6,750.42
<b>PASSPORTS</b>	96 Acceptance Fees collected at \$35.00/each	\$6,090.00	\$3,360.00
	Passport photo fees collected at \$10.00/each	\$1,440.00	\$740.00
<b>ELECTION CHARGES</b>	WisVote entry charges/supplies/S&H	\$537.66	\$6,989.82
<b>ELECTION NOTICES</b>	newspapers notices submitted by the county	\$560.00	\$4,480.00
<b>PAYROLL</b>	Total county payroll W2's for 2020 - 261	\$10,812,501.20	\$11,800,028.94

Respectfully submitted,  
*Elizabeth A. Otto*  
Elizabeth A. Otto, County Clerk

**Green Lake County  
County Board Annual Report  
2020  
Information Technology Department**

Submitted to the Honorable Chairman and Board of Supervisors for Green Lake County

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Highlights of the IT Departments accomplishments during 2020:

1. 2020 saw a massive shift and increase in our workload as we had to adapt and change rapidly to a wide range of requests and new requirements from departments and employees. A few of them are listed here:
  - On-going large number of employees working at home
    - Employees to perform their jobs using IT from home securely and short time to setup.
    - New remote access management and accounts.
    - Supporting user equipment and their home network troubleshooting.
  - Laptops, cameras, and software additions.
  - VPN and interconnection additions.
  - All Committees and all County Board members to all digital (iPads, online meetings, online Roll Call, training).
  - Large expanse of online meeting software to now support and backend requirements needed.
  - Increase in the number of County provided smartphones and the increased IT management needs for that.
2. The IT Department continued our service and support of all County employees with immediate attention to their computing needs - whether assisting by phone, email, in person, or remotely whenever called upon.
3. For 2020, the IT department was responsible for all computers, servers, MFPs, network devices, iPhones, iPads, and extensive number of computing

applications and software packages. All are located across different facilities and interconnected across all County departments, units, and agencies.

4. With 2020 the continued addition of added work the IT Department was given with the building security project and its move towards production and our on-going support workload in the years ahead.
5. Performed continuous software upgrades and patches to improve the efficiency of County employees, security, and their response to other departments and the public.
6. Completed a major transition in department personnel as one long time employee retired and a new employee was brought on-board.
7. Remote access provided to employees and their applications along with online services added for public access.
8. Continued protecting all PCs with on-site security patching services and anti-virus/malware protection.
9. Performed all the IT financial and IT purchasing needs for the County.
10. Maintained the data backup system's infrastructure and operation.
11. Continually manage and handle all departments' data resource needs and requirements.
12. Managed all computing accounts setup and tear down for all employee transitions.
13. Many desktop PC and smartphone hardware upgrades to improve reliability and employee's efficiency.
14. Completed work and planning to meet the IT needs of all departments for next year's budget. Gathered all the info, researched best options, and accumulated quotes and figures for a detailed budget.
15. Maintained and extended the life of all computing hardware and software used throughout the County. We purchase high-quality equipment upfront and run it for as long as possible. We continually maintain and are proactive with future needs. We perform most all repairs ourselves saving the County from expensive outsourcing costs.



16. Helped to facilitate increased usage by all departments of both the external and internal websites. All departments have direct, secure, access to their key areas so they can quickly and easily communicate to the public and internally to employees.
17. Completed rollout migrations of major services to Cloud hosting.
18. Continued maintaining key power protection for IT hardware at all sites.
19. Continued inventory and tagging of all new IT equipment.
20. On-going use of open-source alternatives to save future dollars. We use numerous open-source operating systems and software packages to save on both upfront licensing costs and future licensing and support costs.
21. Completed multiple major upgrades and changes to all departments' individual systems. All departments at the County have both separate and shared software systems.
22. Continued support of network connectivity to local police departments for inter-agency resource sharing.
23. Provided and managed shared equipment for checkout by any County personnel to keep costs down by promoting the continued sharing of resources.

Respectfully submitted,  
William R. Hutchison  
Green Lake County - Information Technology Director



## **GREEN LAKE COUNTY**

### **OFFICE OF THE REGISTER OF DEEDS**

**Renee Thiem-Korth**  
*Register of Deeds*

Office: 920-294-4024  
FAX: 920-299-5075

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January 20, 2021

Memo to County Board of Supervisors

From: Renee A. Thiem-Korth, Register of Deeds

Hello to all! As 2020 drew to an end and 2021 became a reality, the Register of Deeds office has had some changes with regards to employees. After 8 years in our office former register Sarah Guenther retired. After 19 years in the office and 17 years as a deputy, I was elected by the citizens of Green Lake County as the new Register of Deeds. I am very honored by this. Becoming Register is something I have worked towards since I started in this office. Since taking office, I reappointed Jane Thomas as a Deputy. Jane has been a Deputy in the Register of Deeds office for 17 years and is a vital part of our success. With this change, I have appointed a new Deputy, Susan Kiener. Sue started in the office on January 4<sup>th</sup> and has been doing a fantastic job.

2020 has been an extremely busy year for the Register of Deeds office. With the Covid-19 restrictions that were issued, Deputy Jane Thomas and I never missed a day in the office outside of our regular scheduled time off. We were set up to work from home but with the amount of real estate recordings and vital record requests we were receiving it was more practical to stay in the office and social distance. Our vital record paper has to be kept in a secure area, and we are not to remove blank vital paper from the office, so again being in the office was the practical way to go.

Real estate sales throughout the State of Wisconsin were at a record number in 2020. Also with interest at an extreme low rate, refinancing was high. Our office recorded over 1300 documents more in 2020 than in 2019.

We are continuing to back index as time allows. This has increased the amount of documents available online through our Tapestry and Laredo programs. Both programs have increased the revenue in our office.

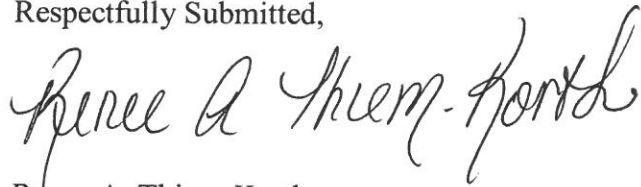
With the requirement of a real ID, we have also been busy issuing birth and marriage certificates. With the passing of State wide issuance of vital records many customers have commented about the ease of getting vital records from our office as opposed to larger ROD offices in the State. Deputy Jane Thomas has been a huge part of the ease with this. With the Covid-19 restrictions Jane has been very accommodating with mailing applications and explaining how to order vital records on the website.

Several out of county funeral homes have been utilizing our office for issuance of death certificates. This has increased the amount of death certificates we have issued in 2020 as well. Deputy Jane Thomas has worked with these funeral homes to process and distribute requests quickly and accurately.

I have included with this letter a copy of the 2020 annual report and a copy of the 2019 annual report for you comparison.

As an office we are hoping to make a smooth transition into 2021. We will continue to make the necessary accommodations for our customers during the Covid-19 pandemic and beyond. We look forward to a great 2021.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Renee A. Thiem-Korth". The signature is written in black ink and is positioned above the typed name.

Renee A. Thiem-Korth  
Green Lake County Register of Deeds

# REGISTER OF DEEDS OFFICE

## 2020 ANNUAL REPORT

Submitted by Renee A. Thiem-Korth \_\_\_\_\_

January 20, 2021

				GROSS REVENUE	COUNTY REVENUE
<b>WISCONSIN REAL ESTATE TRANSFER FEES</b>				<b>\$573,145.50</b>	
County Share	20%	\$114,629.10			\$114,629.10
WDOR Share	80%	\$458,516.40			
<b>RECORDINGS</b>					
Real Estate	5,205			\$158,150.25	\$121,715.25
County Land Records Fees	\$8 fee	\$41,640.00			
State Land Records Fees	\$7 fee	\$36,435.00			
County ROD Recording Fees	\$15 fee	\$80,075.25			
Included in the County ROD Recording Fees are Transportation plats (\$75) and copies (\$1925.25)					
<b>VITAL STATISTICS</b>					
<b>Births Certified - 1st Copy \$5</b>	473				
Add'l Certified copies \$3	309			\$10,387.00	\$3,292.00
Fees Rmtd to State-Trust Fund \$7	\$3,311.00				
Fees Remitted to State \$8	\$3,784.00				
<b>Deaths Cerified - 1st Copy \$7</b>	490				
Add'l Certified copies \$3	4,768				
Fees Remitted to State \$13	\$6,370.00			\$24,104.00	\$17,734.00
<b>Marriages Cert. - 1st Copy \$7</b>	322				
Add'l Certified copies \$3	396				
Fees Remitted to State \$13	\$4,186.00			\$7,628.00	\$3,442.00
<b>Divorce Certicate - 1st Copy \$7</b>	2				
Add'l Certified copies \$3	2				
Fees Remitted to State \$13	\$26.00			\$46.00	\$20.00
<b>Official Records Online \$2.50</b>	68				
				\$170.00	\$170.00
<b>TAPESTRY REVENUE</b>				<b>\$8,723.85</b>	<b>\$8,723.85</b>
<b>LAREDO COPY FEE</b>				<b>\$13,258.00</b>	<b>\$13,258.00</b>
<b>LAREDO REVENUE</b>				<b>\$30,005.00</b>	<b>\$30,005.00</b>
<b>COPIES - included in the County ROD Recording Fees</b>				<b>\$0.00</b>	<b>\$0.00</b>
<b>MISC. INCOME - included in the County ROD Recording Fees</b>				<b>\$0.00</b>	<b>\$0.00</b>
<b>TOTAL GROSS REVENUE</b>				<b>\$825,617.60</b>	
<b>TOTAL COUNTY REVENUE</b>					<b>\$312,989.20</b>

# REGISTER OF DEEDS OFFICE

## 2019 ANNUAL REPORT

Submitted by Sarah Guenther \_\_\_\_\_

January 13, 2020

				GROSS REVENUE	COUNTY REVENUE
<b>WISCONSIN REAL ESTATE TRANSFER FEES</b>				<b>\$361,636.00</b>	
County Share	20%	\$72,327.00			\$72,327.00
WDOR Share	80%	\$289,309.00			
<b>RECORDINGS</b>					
Real Estate	3,904			\$119,541.00	\$92,269.00
County Land Records Fees	\$8 fee	\$31,168.00			
State Land Records Fees	\$7 fee	\$27,272.00			
County ROD Recording Fees	\$15 fee	\$61,101.00			
<b>VITAL STATISTICS</b>					
<b>Births Certified - 1st Copy \$5</b>	632				
Add'l Certified copies \$3	340			\$13,660.00	\$4,180.00
Fees Rmtd to State-Trust Fund \$7	\$4,424.00				
Fees Remitted to State \$8	\$5,056.00				
<b>Deaths Cerified - 1st Copy \$7</b>	428				
Add'l Certified copies \$3	4,235				
Fees Remitted to State \$13	\$5,564.00			\$21,265.00	\$15,701.00
<b>Marriages Cert. - 1st Copy \$7</b>	318				
Add'l Certified copies \$3	398				
Fees Remitted to State \$13	\$4,134.00			\$7,554.00	\$3,420.00
<b>Divorce Certicate - 1st Copy \$7</b>	3				
Add'l Certified copies \$3	4				
Fees Remitted to State \$13	\$39.00			\$72.00	\$33.00
<b>Official Records Online \$2.50</b>	29				
				\$72.50	\$72.50
<b>TAPESTRY REVENUE</b>				<b>\$6,594.00</b>	<b>\$6,594.00</b>
<b>LAREDO COPY FEE</b>				<b>\$10,246.00</b>	<b>\$10,246.00</b>
<b>LAREDO REVENUE</b>				<b>\$28,055.00</b>	<b>\$28,055.00</b>
<b>COPIES</b>				<b>\$2,502.00</b>	<b>\$2,502.00</b>
<b>MISC. INCOME</b>				<b>\$9.20</b>	<b>\$9.20</b>
<b>TOTAL GROSS REVENUE</b>				<b>\$571,206.70</b>	
<b>TOTAL COUNTY REVENUE</b>					<b>\$235,408.70</b>



# GREEN LAKE COUNTY

## OFFICE OF THE COUNTY TREASURER

*Amanda R Toney*  
*Treasurer and Real Property Lister*

*Office: 920-294-4018*  
*FAX: 920-299-5064*

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January 25, 2021

It is my pleasure to present the 2020 annual report for the office of the Green Lake County Treasurer.

- ✓ 2020 February Settlement was paid out at 66.78% of the total tax roll. This figure is consistent with previous year's collection figures.
- ✓ Two bond payments were made in 2020. One on March 1<sup>st</sup> and the other on September 1<sup>st</sup>.
- ✓ Attended the following conferences either in-person or virtually: Wisconsin Counties Constitutions Officers (WCCO), Wisconsin County Treasurer's Association (WCTA) and the Transcendent User Group meeting.
- ✓ Attended numerous meetings for the Treasurer's Homeowners Task Force.
- ✓ Continue to manage the credit card portfolio
- ✓ Completed a four part virtual accounting class offered through WGFOA.
- ✓ Researched and shared information on ACT 185 with the Finance Committee
- ✓ Attended webinar on the online text/email functionality within Transcendent. The Land Information Committee approved this enhancement in the fall of 2020 and Green Lake County will go live with it in the summer of 2021.
- ✓ Took over the issuance of the annual boat launch passes. We were incredibly busy issuing these annual passes with COVID as it was one of the few activities people could still do.
- ✓ Lindsey Machkovich's last day was March 16 and Jessica McLean started on June 8, 2020
- ✓ Sold all of the 2015 properties and made a profit for the county in the amount of \$70,607.93
- ✓ Worked through the In-Rem process with Corporation Counsel for properties with unpaid 2016 taxes.
- ✓ Rolled out the Real Estate Sales Finder module with previous Register of Deeds Sarah Guenther.
- ✓ On August 7, we officially ended the 2019 tax collections with a total of \$533,693.02 in unpaid 2019 taxes, which is 1.31% of the tax roll. This number is only slightly higher than last year.
- ✓ Interest rates started to drop in the first quarter and have continued to trend downward ever since. We closed the year with a 1.01% APY on investments compared to last year's figure of 2.12%.
- ✓ In December, we started the process of receiving mill rates and certified levy amounts. The clerks enter their own special assessment and levy amounts, which our office verifies. Once we received final confirmation from the clerks that all information was accurate, we printed the tax bills, tax rolls and all pertinent information relating to the tax collection.
- ✓ The Treasurer's office has finished out 2020 with our highest number of tax dollars collected to date for the current tax year. As of December 31, 2020, our office has collected \$6,722,265.94 for the 2020 tax roll. This figure reflects collection for ten of the sixteen municipalities.
- ✓ Reviewed all pertinent recorded documents regarding ownership changes. The number of ownership changes on properties has soared over the previous year's numbers. We processed around 500 more documents in regards to ownership changes this year compared to last. We continue to see an increase in the number of splits and/or combinations. These transfers require a more extensive review and create additional work at the end of the year when we need to manually create tax bills for each newly parcel created.
- ✓ Continued to keep our office open and provide services to the public during the months the building was closed due to COVID-19. I would like to commend Stefanie Meeker for her dedication to the county during this time. We both continued to physically be in the office full-

time and help our children adjust to virtual learning. During this time, Stefanie lost her father, as well as a young family member, which only added to the stress. At the end of the day, this office never missed a beat. The pandemic has taken its toll on many people and our goal was to remain upbeat, keep smiling and do our best for the public and coworkers alike. While most departments are working from home, we have been able to efficiently modify some practices to still assist those departments in keeping timely receipting of funds as well as scanning and emailing pieces of mail or correspondence as requested. This office worked together as a team with the County Clerk and Register of Deeds offices. We did whatever it took to make sure we were here and running things as close to normal as possible for the public.

Coming up in 2021:

- ✓ With the start of the New Year, we begin to prepare assessment rolls for the next tax cycle. This involves “rolling over” the tax rolls in our tax assessment software, compiling the new assessment rolls, verifying that all new values are correct and distributing these to the assessors so they can start the new tax year. This is an intense period of verifying and compiling reports and distributing all of these forms to the municipalities.
- ✓ In February, the tax settlement process will be complete. At this time, the municipal Treasurers turn their collection records over to the county. The percentage of all taxes collected paid by the first installment needs to be distributed to all districts within the 16 municipalities by February 20<sup>th</sup>. These calculations are done in this office.

In addition to collecting taxes, the Treasurer’s office continues to be a central location for many important functions within the Government Center. Some of these functions include: receipting and depositing all monies, keeping daily balances of all bank accounts, distributing all checks for the county, investing excess funds, maintaining records of all unpaid and delinquent taxes, assisting local municipal clerks and treasurers with their tax collection and settlement as well as their tax and assessment rolls preparation and furnish complete and balanced tax settlements to the Department of Revenue, to name a few.

The Treasurer’s office staffs two-full time employees; Stefanie Meeker and myself, and one part-time employee; Jessica McLean. As always, our goal for 2021 is to continue to provide accurate and friendly customer service to county board supervisors and co-workers alike. Our office strives to be as transparent as possible with everyone that enters our doors. When people leave our office, our goal is to ensure they have a better understanding of the tax bill process, as well as the many other functions our office handles.

Respectfully submitted,

*Amanda R Toney*

County Treasurer/Real Property Lister

**TO THE HONORABLE CHAIRMAN AND BOARD OF SUPERVISORS  
OF GREEN LAKE COUNTY**

I herewith submit the annual report of the Green Lake County Treasurer's office for the period of  
**January 1, 2020 through December 31, 2020**

Report on General Activity in County Treasurer's office for 2020:

	TOTAL AMOUNT 2019	TOTAL AMOUNT 2020
General Receipts	21,600,781.94	21,350,045.50
General Property Tax Receipts	9,217,768.49	9,227,120.97
Tax Settlement	14,560,461.55	15,034,273.31
Withdrawals related to payroll/general maintenance checks	5,027,830.89	14,519,000.00
Total Interest Received on Investments	330,804.44	181,422.39
Sales Tax Received	1,457,211.47	1,630,022.32
Withdrawal of Sales Tax funds for loan payment on bldg	996,511.25	1,001,492.50
Total Interest and Penalty Received on Delinquent Taxes	224,957.20	177,781.03
Total General Maintenance Checks	13,769,257.72	16,814,009.92
Total Payroll Disbursement	7,073,096.46	7,636,085.15
Total Outgoing Wire Transfers for Payroll and Fees	4,699,987.32	5,126,525.83
Real Estate Transfer Fees	298,045.99	422,989.44
Total Sales Tax Wires	1,461,329.64	2,121,331.72
Investment Wires	14,050,000.00	18,510,311.72
Tax Settlement	9,082,650.68	8,908,525.15
Repayment of Bond Loan +Interest on Loan	1,252,850.00	1,001,492.50
Direct Deposit HS Funds	1,666,513.30	2,733,306.56
Transfer to Flex/HRA Account	82,300.98	92,686.27
Outstanding Check Resolutions and Banks Fees	-5,753.09	22,693.51
Monthly Boat Launch Charges	1,859.16	6,993.00

Report of activity by the Real Property Lister's Office for the Year 2020:

	2019	2020
Documents of transfer processed	1,740	2,298
Tax parcels affected by splits and/or combinations	145	111
911/Fire Numbers processed/issued in 2020	37	50

**Report of Cash Balance on Hand**

STATEMENT OF CONDITION OF GREEN LAKE COUNTY  
From January 1, 2020 to December 31, 2020

Cash Balance 1-1-20	488,297.64	
Receipts - 2020	63,121,158.02	
	63,609,455.66	
Disbursements - 2020		63,396,950.77
Required Cash Balance 12-31-20		212,504.89
		63,609,455.66

Respectfully submitted,  
Amanda R Toney, County Treasurer



**\*FOLLOWING IS A LISTING OF TAX CERTIFICATES, WHICH REPRESENT DELINQUENT TAX,  
HELD BY GREEN LAKE COUNTY AS OF:**

	<u>31-Dec-18</u>	<u>31-Dec-19</u>	<u>31-Dec-20</u>
TOWN OF BERLIN	26,286.81	15,972.15	11,726.25
TOWN OF BROOKLYN	30,196.63	30,833.64	28,443.06
TOWN OF GREEN LAKE	175,787.76	60,704.75	71,682.74
TOWN OF KINGSTON	8,159.74	4,916.51	7,936.94
TOWN OF MACKFORD	24,778.77	10,420.39	2,355.06
TOWN OF MANCHESTER	9,904.21	11,485.68	10,354.40
TOWN OF MARQUETTE	26,707.02	33,616.76	50,715.78
TOWN PRINCETON	70,235.15	88,230.70	101,642.92
TOWN OF ST MARIE	12,549.20	7,455.96	6,570.35
TOWN OF SENECA	16,000.69	17,713.77	16,878.87
VILLAGE OF KINGSTON	22,818.07	22,316.66	20,202.06
VILLAGE OF MARQUETTE	12,900.07	17,452.15	5,994.97
CITY OF BERLIN	162,146.47	158,088.53	157,303.58
CITY OF GREEN LAKE	9,203.70	16,994.69	26,108.08
CITY OF MARKESAN	56,524.03	50,771.78	50,916.09
CITY OF PRINCETON	52,517.49	50,787.92	50,680.27
<b><u>TOTAL COUNTY DELINQUENT 12-31-2018</u></b>	<b><u>716,715.81</u></b> **		
	**\$68,327.69 in uncollected special assessments and charges included in figure		
<b><u>TOTAL COUNTY DELINQUENT 12-31-2019</u></b>		<b><u>597,762.04</u></b> **	
	**\$38,011.87 in uncollected special assessments and charges included in figure		
<b><u>TOTAL COUNTY DELINQUENT 12-31-2020</u></b>			<b><u>619,511.42</u></b> **
	**\$40,321.42 in uncollected special assessments and charges included in figure		

\*See following page for graph of these figures sorted by Municipality

**ACTIVITY IN THE SALES TAX ACCOUNT DURING 2020**

	PRINCIPLE	INTEREST	TOTAL SALES TAX
BALANCE 12/31/19			2,606,244.32
2020 COLLECTIONS	1,594,749.12	43,958.08	1,638,707.20
Loan Payments	1,001,492.50		1,001,492.50
Security Improvements	658,628.56		658,628.56
Bond Income	0.00		0.00
Over/Under +/-	0.00		0.00
BALANCE 12/31/20	3,254,870.18	43,958.08	<b>2,584,830.46</b>

**SALES TAX INVESTMENTS**

Institution	C.D. #	TERM	PRINCIPLE	INTEREST	DUE DATE
L.G.I.P.			562,905.37	0.10%	
ERGO Bank (Money Market)	70002743		1,001,208.33	1.31%	
Farmers & Merchants Bank (C	721791	11 months	510,311.72	0.65%	9/29/21
Fortifi Bank (Money Market)	83488621		510,405.04	0.50%	
<b>TOTAL SALES TAX FUNDS INVESTED: 12/31/2020</b>			<b>2,584,830.46</b>		

**TOTAL SALES TAX REVENUE SINCE INCEPTION, PLUS INTEREST, IS HELD IN TRUST**

Listing of Tax Certificates by Municipality

