



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 03/12/2021

Amended Post Date:

The following documents are included in the packet for the County Board meeting on March 16, 2021:

- 1) Agenda
- 2) Draft minutes from the February 16, 2021 meeting
- 3) Ordinance 5-2021 Amending Chapter 257, All-Terrain/Utility-Terrain to designate a new ATV/UTV route on CTH S from STH 44/73 to South Gate Road, Town of Manchester
- 4) Ordinance 6-2021 Amending Personnel Policies and Procedures manual to Update the Social Media Policy
- 5) Ordinance 7-2021 Amending the Personnel Policies and Procedures Manual
- 6) Ordinance 8-2021 Relating to Rezone in the Town of Green Lake – Owner: James R. & Mary E. Scharschmidt
- 7) Ordinance 9-2021 Relating to Rezone in the Town of Berlin – Owner: Thomas I. & Theresa D. Sobieski
- 8) Resolution 4-2021 Relating to Cancellation of Outstanding Checks
- 9) Budget Adjustments (3)



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 meet **via virtual communication or in person** in the City of Green Lake, Wisconsin on Tuesday, **the 16th day of March, 2021 at 6:00 PM** for the regular meeting of the Board. Business to be transacted include:

Amended AGENDA*

County Board of Supervisors

Dist. 1 Robert Dolgner
Dist. 2 Charles Buss
Dist. 3 Curtis Talma
Dist. 4 David Abendroth
Dist. 5 Ken Bates
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 Don Lenz
Dist. 14 Dennis Mulder
Dist. 15 Katie Mehn
Dist. 16 Joe Gonyo
Dist. 17 Keith Hess
Dist. 18 Richard Trochinski
Dist. 19 Gene Thom

**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 02/16/21 meeting
6. Announcements
7. Correspondence
 - Wisconsin Historical Society – Methodist Episcopal Church, Marquette
8. Appearances
 - Monthly update from County Administrator Cathy Schmit
 - Kathy Munsey, Green Lake County Health Officer – COVID-19 update
9. Ordinances
 - Ord. 5-2021 Amending Chapter 257, All-Terrain/Utility-Terrain to designate a new ATV/UTV Route on CTH S from STH 44/73 to South Gate Road, Town of Manchester
 - Ord. 6-2021 Amending Personnel Policies and Procedures Manual to Update the Social Media Policy
 - ~~Ord. 6-2021 Amending the Administrative Policy Manual~~ *Removed
 - Ord. 7-2021 Amending the Personnel Policies and Procedures Manual
 - Ord. 8-2021 Relating to Rezone in the Town of Green Lake – Owner: James R. & Mary E. Scharschmidt
 - Ord. 9-2021 Relating to Rezone in the Town of Berlin – Owner: Thomas L. & Theresa D. Sobieski
10. Resolutions
 - Res. 4-2021 Relating to Cancellation of Outstanding Checks
11. Budget Adjustments
 - County Clerk
 - Parks
 - Register of Deeds
12. Committee Appointments
13. Departments to Report on April 20, 2021
14. Future Agenda Items for Action & Discussion
15. Adjourn

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin, this 12th day of March, 2021.

Elizabeth A. Otto, Green Lake County Clerk

Due to the COVID-19 pandemic, this meeting will be conducted 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:

Topic: County Board

Time: Mar 16, 2021 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/95798583130?pwd=MVgyQUNoTUNmUDlod1Q4aGNtV1d3QT09>

Meeting ID: 957 9858 3130

Passcode: 783643

Dial by your location

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 957 9858 3130

DRAFT
To be approved at the March 16, 2021 meeting

GREEN LAKE COUNTY

BOARD PROCEEDINGS

REGULAR MEETING

February 16, 2021

The Green Lake County Board of Supervisors met in regular session, Tuesday, February 16, 2021 at 6:00 PM via remote access and limited in person access due to the COVID-19 pandemic for the annual budget meeting of the Board.

The Board was called to order by Chair Harley Reabe. Roll call taken –Present (remotely via Zoom) – 7, Present (in person) – 9, Absent – 3 (Patti Garro-District 8, Sue Wendt-District 10, Katie Mehn-District 15)

<u>Supervisor</u>	<u>Supervisor Districts</u>
Bob Dolgner	1
Charles Buss	2
Curt Talma	3
David Abendroth	4
Ken Bates	5
Brian Floeter	6
Charlie Wielgosh	7
Bill Boutwell	9
Harley Reabe	11
Robert Schweder	12
Don Lenz	13
Dennis Mulder	14
Joe Gonyo	16
Keith Hess	17
Richard Trochinski	18
Gene Thom	19

READING OF THE CALL

The Green Lake County Board of Supervisors will convene via virtual communication and limited in person access at the Government Center in the City of Green Lake, Wisconsin on Tuesday the 16th day of February, 2021 at 6:00 PM for the regular meeting of the Board. Monthly business to be transacted includes:

CALL TO ORDER
ROLL CALL
READING OF THE CALL

DRAFT
To be approved at the March 16, 2021 meeting

PLEDGE OF ALLEGIANCE

MINUTES OF 12/15/20

ANNOUNCEMENTS

CORRESPONDENCE

APPEARANCES

- Monthly update from County Administrator Cathy Schmit
- Kathy Munsey, Green Lake County Health Officer – COVID-19 update

ORDINANCES

- Ordinance 1-2021 Creating Chapter 200 – Property Assessed Clean Energy Financing
- Ordinance 2-2021 Amending Chapter 257. Vehicles, All-Terrain/Utility-Terrain
- Ordinance 3-2021 Amending Chapter 315, Land Division and Subdivision
- Ordinance 4-2021 Amending the Floodplain Ordinance for Green Lake County, Wisconsin, §300-10 Official Maps and Revisions

RESOLUTIONS

- Resolution 1-2021 Resolution Adopting Property Assessed Clean Energy
- Resolution 2-2021 Resolution Declaring State of Emergency in Green Lake County Regarding COVID-19 through March 26, 2021
- Resolution 3-2021 Resolution Supporting an Increase in Funding for Aging & Disability Resource Center

BUDGET ADJUSTMENTS

- County Administrator (2)
- Planning & Zoning
- Sheriff's Office

COMMITTEE APPOINTMENTS

THE BOARD MAY CONSIDER MOTION TO CONVENE INTO CLOSED SESSION PER:

- Wis. Stat. s. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved. This matter is in regard to the Notice of Claim received from Mr. Chad Tripp.

RECONVENE INTO OPEN SESSION TO TAKE ACTION, IF APPROPRIATE, ON MATTERS DISCUSSED IN CLOSED SESSION

DEPARTMENTS TO REPORT ON March 16, 2021

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION

AND SUCH OTHER BUSINESS AS MY PROPERLY COME BEFORE THE BOARD OF SUPERVISORS
ADJOURN

Given under my hand and official seal at the Government Center in the City of Green Lake, Wisconsin this 5th day of February, 2021.

Elizabeth A. Otto

Green Lake County Clerk

PLEDGE OF ALLEGIANCE

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

MINUTES OF 12/15/20 MEETING

DRAFT
To be approved at the March 16, 2021 meeting

2. **Motion/second (Buss/Lenz)** to approve the minutes of the December 15, 2020 County Board meeting with no additions or corrections. Motion carried with no negative vote.

ANNOUNCEMENTS

3. The next meeting of the County Board will take place on March 16, 2021 at 6:00 PM.

CORRESPONDENCE

4. County Clerk Liz Otto read a letter from Sheriff Mark Podoll in recognition of Daniel Berndt for his heroic efforts in protecting children while driving a school bus on November 11, 2020.

APPEARANCES

5. County Administrator Cathy Schmit gave an update on current activities including security updates within the Government Center, Governor Evers' biennial budget with possible sales tax options, speed studies done on area roads, COVID-19 federal grant relief, pay for performance, and recognition of Green Lake County Health Office Kathy Munsey for her and her staff's ongoing efforts during the pandemic.
6. Supervisor #10 Sue Wendt was seated at 6:28 PM. Supervisors present – 17, Absent – 2 (Garro, Mehn).
7. Kathy Munsey, Green Lake County Health Officer, gave an update on the COVID-19 pandemic. She stated that approximately 13% of eligible Green Lake County residents have been vaccinated. She urged the Board to extend the State of Emergency to June 26, 2021 and informed the County Board that she will be retiring in July of 2021.

ORDINANCES

8. Ordinance 1-2021 Creating Chapter 200 – Property Assessed Clean Energy Financing. **Motion/second (Hess/Buss)** to enact Ordinance 1-2021. No discussion. Roll call vote on motion to enact Ordinance 1-2021 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Ordinance 1-2021 passed as enacted.
9. Ordinance 2-2021 Amending Chapter 257. Vehicles, All-Terrain/Utility-Terrain. **Motion/second (Abendroth/Buss)** to enact Ordinance 2-2021. No discussion. Roll call vote on motion to enact Ordinance 2-2021 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Ordinance 2-2021 passed as enacted.
10. Ordinance 3-2021 Amending Chapter 315, Land Division and Subdivision. **Motion/second (Buss/Lenz)** to enact Ordinance 3-2021. Discussion held on language changes. Planning & Zoning Director Matt Kirkman explained the changes. Roll call vote on motion to enact Ordinance 3-2021 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Ordinance 3-2021 passed as enacted.
11. Ordinance 4-2021 Amending the Floodplain Ordinance for Green Lake County, Wisconsin, §300-10 Official Maps and Revisions. **Motion/second (Trochinski/Hess)** to enact Ordinance 4-2021. No

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discussion. Roll call vote on motion to enact Ordinance 4-2021 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Ordinance 4-2021 passed as enacted.

RESOLUTIONS

12. Resolution 1-2021 Resolution Adopting Property Assessed Clean Energy. ***Motion/second (Lenz/Wendt)*** to adopt Resolution 1-2021. No discussion. Roll call vote on motion to adopt Resolution 1-2021 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Resolution 1-2021 passed as adopted.
13. Resolution 2-2021 Resolution Declaring State of Emergency in Green Lake County Regarding COVID-19 through March 26, 2021. ***Motion/second (Hess/Abendroth)*** to adopt Resolution 2-2021. ***Motion/second (Schweder/Mulder)*** to amend the resolution to extend the State of Emergency to June 26, 2021. Discussion held. Roll call vote on motion to amend – Ayes – 16, Nays – 1 (Hess), Abstain – 0, Absent – 2 (Garro, Mehn). Motion carried. ***Motion/second (Floeter/Wielgosh)*** to amend the resolution to add Line 79 to require any County Board or committee of jurisdiction policy changes or overrides be communicated by email to the County Board. Roll call on motion to amend – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Motion carried. Roll call vote on motion to adopt Resolution 2-2021 as amended – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Resolution 2-2021 passed as adopted.
14. Resolution 3-2021 Resolution Supporting an Increase in Funding for Aging & Disability Resource Center. ***Motion/second (Wendt/Lenz)*** to adopt Resolution 3-2021. No discussion. Roll call vote on motion to adopt Resolution 3-2021 – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Resolution 3-2021 passed as adopted.

BUDGET ADJUSTMENTS

15. County Administrator – adjust 2020 budget for CARES funding for COVID19 related costs in the amount of \$8,413.50.
16. ***Motion/second (Wendt/Trochinski)*** to approve the budget adjustment. Roll call vote on motion to approve – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Motion carried.
17. County Administrator – adjust 2020 contingency budget by \$312,535.00 for COVID-19 related CARES funding.
18. ***Motion/second (Wendt/Buss)*** to approve the budget adjustment. Roll call vote on motion to approve – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Motion carried.
19. Land Use Planning & Zoning – adjust 2020 budget due to outside legal counsel and septic related expenses in the amount of \$4,249.00.
20. ***Motion/second (Abendroth/Buss)*** to approve the budget adjustment. Roll call vote on motion to approve – Ayes – 17, Nays – 0, Abstain – 0, Absent – 2 (Garro, Mehn). Motion carried.
21. Sheriff's Office – adjust 2021 budget by \$6,999.00 to cover the cost of a dual camera system for the drone.

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To be approved at the March 16, 2021 meeting

22. ***Motion/second (Thom/Wendt)*** to approve the budget adjustment. Roll call vote on motion to approve – Ayes – 17, Nays – 0, Abstain – 0, Absent – 0 (Garro, Mehn). Motion carried.

COMMITTEE APPOINTMENTS

23. Chair Reabe appointed the following individuals to committees:
- Lindsey Kemnitz, Scott Mundro and Mary Neubauer to the Economic Development Committee.
24. ***Motion/second (Abendroth/Lenz)*** to approve the committee appointments. Motion carried with no negative vote.

CLOSED SESSION

25. ***Motion/second (Abendroth/Thom)*** to convene into Closed Session per Wis. Stat. s. 19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is likely to become involved. This matter is in regard to the Notice of Claim received from Mr. Chad Tripp. Roll call vote – Ayes - 17, Nays - 0, Abstain - 0, Absent – 2 (Garro, Mehn). Motion carried at 7:14 PM.
26. Reconvene into Open Session at 7:24 to take action, if appropriate, on matters discussed in closed session. Roll call vote – Ayes - 17, Nays - 0, Abstain - 0, Absent – 2 (Garro, Mehn). ***Motion/second (Thom/Lenz)*** to disallow the claim from Mr. Chad Tripp. Roll call vote – Ayes - 17, Nays - 0, Abstain - 0, Absent – 2 (Garro, Mehn).

DEPARTMENTS TO REPORT ON March 16, 2021
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27. Chair Reabe stated that Green Lake County Health Officer Kathy Munsey will provide another update on COVID-19.

FUTURE AGENDA ITEMS FOR ACTION & DISCUSSION
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28. None

ADJOURN

29. Chairman Reabe adjourned the meeting at 7:28 PM.

Respectfully Submitted,

Elizabeth Otto
County Clerk

ORDINANCE NO. 5-2021

Amending Chapter 257, All-Terrain/Utility-Terrain to designate a new ATV/UTV Route on CTH S from STH 44/73 to South Gate Road, Town of Manchester

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

- 1 **WHEREAS**, the Green Lake County Board of Supervisors adopted, as Ordinance No.
2 18-2017, on August 15, 2017, a procedure for specifying designated segments of Green
3 Lake County Trunk Highways as All-terrain Vehicle (ATVs) and Utility Terrain Vehicle
4 (UTV) routes; and,
- 5 **WHEREAS**, the Highway Committee has received and reviewed applications from the 4
6 Corners ATV Club, has considered the factors contained in the Ordinance and the
7 Policy and recommends that certain portions of certain County Trunk Highways be
8 designated as ATV/UTV routes.

Roll Call on Ordinance No. 5-2021

Submitted by Highway Committee:

Ayes , Nays , Absent , Abstain

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

Dennis Mulder, Chair

/s/ Charlie Wielgosh

Charlie Wielgosh, Vice-chair

/s/ Charles Buss

Charles Buss

/s/ Robert Schweder

Robert Schweder

County Board Chairman

ATTEST: County Clerk
Approve as to Form:

Corporation Counsel

/s/ David Abendroth

David Abendroth

10 **WHEREAS**, the sponsor of the designation has complied with the Green Lake County
11 Ordinance No. 18-2017, regrading contributing towards the cost of procurement,
12 installation, and maintenance of signage on the ATV route segment; and,

13 **WHEREAS**, the Highway Committee recommends that the following segment of Green
14 Lake County Trunk Highway S be designated as an ATV Route, pursuant to Green Lake
15 County Ordinance No. 18-2017, and the provisions of §23.33 Wis. Stats., as follows:
16

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

19 Section 1. Green Lake County Ordinance, No. 18-2017, §254-7 I. is hereby amended as
20 follows:
21

22 (5) CTH S from STH 44/73 to South Gate Road, Town of Manchester

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

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

27 Section 4. All ordinances and parts of ordinances in conflict herewith are hereby
28 repealed.

29 No fiscal impact.

ORDINANCE NO. 6-2021

Amending Personnel Policies and Procedures Manual to update the Social Media Policy

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

- 1 **WHEREAS**, a review of the current social media policy by the Corporation Counsel,
- 2 County Administrator and Information Technology Director has determined that the
- 3 current social media policy in the Personnel Policy and Procedures Manual is out-of-
- 4 date and is in need of revision;

Roll Call on Ordinance No. 6-2021

Submitted by Personnel Committee:

Ayes , Nays , Absent , Abstain

/s/ Robert Schweder

Robert Schweder, Chair

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

/s/ Sue Wendt

Sue Wendt, Vice-chair

County Board Chairman

Ken Bates

ATTEST: County Clerk
Approve as to Form:

/s/ Charlie Wielgosh

Charlie Wielgosh

Corporation Counsel

Curt Talma

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

7 Section 1. Green Lake County Ordinance, No. 1042-2012, the Green Lake County
8 Personnel Policies and Procedures Manual, adopted on December 18, 2012, and as
9 amended from time-to-time is hereby amended as follows:

- 10
11 A. The Social Media and Networking and use of Personal Communications Devices
12 section of the Personnel Policies and Procedures Manual (beginning on page 23
13 and ending at the top of page 25) is deleted in its entirety and replaced with the
14 following:

15
16 The County has adopted a policy governing Social Media. The policy is set forth as
17 Appendix P to this Manual.

18 Section 2. Appendix P is attached hereto.
19

20 Section 3. This ordinance shall become effective upon passage and publication.

21 Section 4. The repeal and recreation of any section herein shall not have any effect on
22 existing litigation and shall not operate as an abatement of any action or proceeding then
23 pending or by virtue of the repealed sections.

24 Section 5. All ordinances and parts of ordinances in conflict herewith are hereby
25 repealed.

APPENDIX “P”

GREEN LAKE COUNTY SOCIAL MEDIA POLICY

SOCIAL MEDIA

Green Lake County recognizes that emerging online collaboration platforms are fundamentally changing the way citizens, government entities, and businesses interact with each other. The County has determined that online discourse through social computing may facilitate the efficient delivery of County services and foster positive public perception and a sense of community.

Social networks, instant messaging, blogs, interactive pages as well as other means of electronic communication and sites where messages, video and pictures can be posted and exchanged have become commonplace forums for communication. Moreover, employees are utilizing personal communication devices to communicate with other employees and the public while on and off duty.

I. Purpose

This policy is intended to provide guidance for use of social media when authorized by the County as part of an employee's job duties. This policy also provides general guidelines for the personal use of social media by all employees. For UW-Extension employees, this policy is intended to supplement but not replace the UW-Extension online security guidelines.

The forms of social media or technology referred to in this policy include, Facebook, LinkedIn, Twitter, YouTube, Instagram, Google Plus+, Pinterest, Flickr and Vimeo. The aforementioned forms of social media are the only forms of social media employees are allowed to use for County business.

County-owned technology resources are the property of the County, as is all data created, entered, received, stored, or transmitted via County-owned equipment. All use of social media or similar technology is subject to all County policies, including but not limited to the Green Lake County Information Technology policy found in the Personnel Policy and Procedures Manual, as well as any existing Internet, email, and harassment policies. Employees may be subject to discipline, up to and including discharge for conduct that violates County policies or rules and regulations, whether such conduct occurs on duty or off-duty. Please refer to each of these policies for additional Information.

II. Changes to This Policy

Green Lake County may, from time to time, modify this Social Media Policy to reflect legal, technological and other developments. A current copy of this document can be found on the county intranet under “Policies.”

III. Definitions

The following definitions relate to terms as used within the context of this policy

Social Media - a means of interactions among people in which they may create, share, and exchange information and ideas in virtual communities and networks. Also, any internet based medium created through social interaction, where users primarily produce and contribute to the content as well as any form of electronic communication.

Spam - unsolicited bulk messages, especially advertising, indiscriminately sent to any number of recipients.

Social Media Site - Any platform on which to build social networks or social relations for the sharing of information of common interest.

IV. Work Related Social Media Guidelines

Work-related use of social media can range from passive review of social media profiles for informational or investigative purposes, to the authoring of content through a department sponsored social media account. Any work-related use must be approved by an employee's supervisor. The following conditions also apply to social media use:

1. Employees may not use social media, blogging, or similar technology during working hours or at any time on County computers or other County-supplied devices, unless specifically authorized as part of employee's job responsibilities and approved in advance by the IT Department, the Department Head and the County Administrator. An example of an authorized use may be law enforcement use for investigative purposes. Employees shall not engage in any social media while on-duty which is personal in nature or relates to outside business whether using County, personal, or other electronic communication devices.
2. Employees authorized to publish content to a department sponsored social media site shall be designated as social media representatives and such designation shall be made by the employee's Department Head with notice to the County Administrator and Information Technology (IT) Director.
3. Employees may only establish official sites, blogs, pages, or accounts in their official capacity as County staff on a social media site with the authorization of their Department Head. Notification of all new official Social Media sites must be provided to the County Administrator and the IT Director. All County authorized social media sites must be sponsored by a County agency or department and the content of such site will become the responsibility of the department or agency and its management.
4. Permission to author content on County authorized social media sites will only be granted to those employees who are authorized to speak on behalf of the County via electronic communications media.

5. Employees have an affirmative duty to recognize the confidentiality of certain County information, and the privacy rights of employees and residents, and are prohibited from disclosing confidential, personal employee and non-employee information and any other proprietary and/or nonpublic information to which employees have access. Questions regarding whether information has been released publicly or doubts regarding the propriety of any release, shall be directed to the employee's supervisor and Corporation Counsel before releasing the information.
6. If you are communicating as an employee of the County in your online communications, you must be aware that readers will assume that you “speak for the County.” Therefore, when communicating electronically, employees are expected to speak professionally and respectfully about the County and County-related matters, and limit items to which the employee is authorized to speak and identify themselves and their role with the County. Be aware of your association with the County and that at all times you serve as an ambassador of the County.
7. Employees are expected to follow copyright, fair use and financial disclosure laws when using online communications. Note that the unauthorized use of copyrighted materials, unfounded or derogatory statements, or misrepresentation can result in disciplinary action up to and including termination.
8. Employees acting on behalf of the County may not publish content to any website or social media application that is unrelated to subjects associated with their position with the County. When writing about County matters try to add value and provide worthwhile information and unbiased perspective.
9. Honor privacy rights of our current employees by seeking their permission and the permission of their Department Head before writing about or displaying internal happenings that involve the employee. Respect a fellow employee’s request to remove his or her image from County social media platforms.
10. Employees should not cite or reference County contractors or suppliers without their approval. Do not promote one contractor over another or provide preferential treatment of any kind.
11. Employees are permitted to use social media platforms to recognize and/or thank private and not-for-profit entities who have collaborated in County events and programs.
12. Authorized social media sites are not be used to express a political viewpoint or endorse a political candidate.

V. General Social Media Site Guidelines for Authorized Sites

A department must sponsor all County social media sites; therefore, no employee may open a social media account for County business without permission from their Department Head, the County Administrator and the IT Director. The department must include a link to any social media site on its departmental home page on the County's official website.

The sponsoring department will be responsible for all management of an authorized social media site and it is the Department Head's responsibility to maintain compliance with this policy and all other applicable policies or laws in the management of their social media site(s).

All County social media sites must utilize the platform's process to establish the County site as a legitimate site. For example, a Facebook page must have a "verified account status" obtained by the Department Head or his or her designee.

The accuracy, quality and timeliness of all content on an authorized social media site is the responsibility of the sponsoring department. Likewise, the authorization of the appropriate staff to maintain such a site is also the responsibility of the sponsoring department.

A Department Head may authorize the use of "boost" or enhanced marketing techniques offered by the platform if such expenditures are within the Department's operating budget and if in conformity with grant restrictions, if applicable.

When creating a County social media site, page, etc., all departments and employees should adhere to the following Guidelines:

1. Appropriate use: All communications carried out on County equipment or County sponsored electronic media must adhere to the appropriate use guidelines set forth in this policy.
2. Encourage one-way communication when possible. Use of two-way communication is permitted in cases where limiting the application to one-way communication would reduce or negate the value of the social media application.
3. All official Green Lake County social media sites will include a disclaimer similar to the following: "The information provided herein is provided as a courtesy and for informational purposes only. Please contact the listed media contact for this (site, page, etc.) to confirm the accuracy of the information found here. Content on this site is not to be construed as a legal notice."
4. Comment Policy: Any County authorized social media site which allows comments to be posted must display the following comment policy:

The purpose of this site is to present matters of public interest in the County of Green Lake, including information regarding its many residents, businesses and visitors. We encourage you to submit comments,

but be advised this is not an open public forum. Once posted, the County reserves the right, but assumes no obligation to delete submissions that are illegal, obscene, defamatory, threatening, invade privacy, or which are considered to be offensive to anyone or may infringe upon the intellectual property or copyrights of others. The County does not necessarily review all posted comment on a regular basis. Furthermore, the County reserves the right to delete any comment for any reason and will immediately delete any comments that include: spam or links to other sites; are clearly off topic; advocate illegal or illicit activity; promote particular products, services or vendors; infringe on copyrights or trademarks; or advocate for a particular political party, candidate or point of view. Comments expressed on this site do not necessarily reflect the opinions of Green Lake County or its employees. The County takes no responsibility nor assumes any liability for any content posted on this site. Please contact the site administrator for assistance with a comment you believe violates the above policy.

If the particular social media technology does not provide space for the above, a link from the social media application or user profile to the Department's page on the County website is to be provided.

Departments are required to enforce this policy and verify that all posts comply with these guidelines:

- a. No spam
- b. No off topic posts
- c. Promotion of illegal activity prohibited
- d. Copyrighted or licensed material prohibited
- e. Promotion of political organization prohibited
- f. Promotion of products or services prohibited
- g. Personal attacks prohibited
- h. Personal protected information prohibited
- i. Violent, obscene or racist comments prohibited
- j. Repetitive posts prohibited

Employees are reminded that postings may not be deleted simply because the post is critical of the department, the county or county employees or officials. Consult with Corporation Counsel to determine if critical posts may be deleted.

5. Administrative Structure: any County authorized social media site will require the following:
 - a. Assigned administrator: this person will be responsible to see to it that the use of the social media site adheres to this policy and all related County policies. The name of the site administrator must be filed with a request for an authorized social media site.

- b. Backup administrator: to prevent issues related to site administration during the absence of the site administrator, all authorized sites must have a named backup administrator also to be filed as part of the request for an authorized site. It is the responsibility of sponsoring department manager to update this information should authorized personnel change.
 - c. Approved content authors: sponsoring departments must authorize all employee content authors for their departmental social media site.
- 6. Notification to Administration: The County Administrator and the IT Director are to be made aware of any and all Department sponsored social media sites, to include the following information:
 - a. Site Address
 - b. Purpose of Site
 - c. Administrator and Backup Administrator of site
 - d. Type of communication, one-way, two-way moderated, open two-way
- 7. Required elements of a County authorized social media page: technology permitting, all County sanctioned social media sites should contain the following information in a prominent place on the site:
 - a. County Department clearly identified
 - b. Comment policy
 - c. Stated purpose of page
 - d. Notification that violations of comment policy will result in blocking user
 - e. Disclaimer—See Section IV, 3) above
 - f. Official contact for page
- 8. Photographic images of citizen participants engaged in County events and posted on County social media platforms are permitted if the picture or video was taken at a public event. If the picture or video was not taken at a public event, the individual must consent to the use of their image on the social media site by signing a Social Media Permission form/Waiver. If the picture or video involves a minor, the picture may not be posted unless the minor is unidentifiable, or a parent or legal guardian has signed a Social Media Permission Form/Waiver, granting permission to photograph, audiotape, videotape, publish, and copyright images of their minor child. Written and oral requests

from a participant to have his/her image removed from the County's social media platform shall be honored.

9. Prohibited content: The following types of content are prohibited on County sponsored social media sites:
 - a. Political opinions or endorsements, campaign adds or links to any such content
 - b. Content that maybe considered offensive
 - c. Content not related to the stated purpose of the particular social media site

VI. Public Records

Public Records requirements are mandated by the State of Wisconsin. Each department utilizing a social media presence is responsible to ensure compliance with all applicable public records laws. The following guidelines are intended to assist departments in maintaining such compliance:

1. It is recommended that County social media authors use only existing material from existing County web pages or previously published documents.
2. Content exclusive to a department's social media site will be archived by ArchiveSocial software. In addition to a Department head having authority to audit, review and pull records for public record requests, the Corporation Counsel and IT Director shall have independent authority to audit, review and pull records from the ArchiveSocial software.
3. Copies of all content removed from the site are to be retained in an archival copy. The IT Department will include the following social media accounts in archive software: Facebook, Flickr, Google+, Instagram, LinkedIn Co., Pinterest, Twitter, Vimeo and YouTube. If a Department uses a social media program other than the ones listed, the Department is in violation of this policy and will have to shut down and archive the social media site in accordance with public records laws.

If you have questions as to applicability of open records law to specific content, or a particular use case, it is recommended that you contact the Corporation Counsel prior to posting the information or utilizing social media.

VII. Personal Use of Social Media

Green Lake County respects the right of elected official to use social media. Green Lake County Supervisors and other elected officials shall use social media in a manner that conforms with this policy and other state and federal laws regarding holding public office.

Green Lake County respects the right of employees to use social media, does not discourage employees from self-publishing, self-expression and public conversation, and does not discriminate against employees who use these mediums for personal interests and affiliations or other lawful purposes. Employees are expected to follow the guidelines and policies set forth to provide a clear line between you as the individual and you as the employee of Green Lake County.

1. Employees cannot use employer-owned equipment, including computers, County-licensed software or other electronic equipment, facilities or County time, to conduct the personal use of social media. Employees shall not use personal cellphones, email accounts or social media accounts to communicate regarding County business. However, the County recognizes that, in limited cases and under extenuating circumstance, use of personal devices may be reasonably necessary. In such limited and extenuating circumstances, the employee may use a personal communication device, but shall be responsible for saving the communications and saving the communication in accordance with county record keeping policy. Employees are required to forward copies of any electronic communications regarding County business to a County account so that it can be properly retained and archived. Employees shall produce all communications on personal devices upon request. The burden falls on the employee to comply with public records laws when using personal communications devices for County business.
2. Employees are personally responsible for their commentary on all social media sites and can be held personally liable for commentary that is considered defamatory, obscene, proprietary or libelous by any party.
3. Employees can be disciplined for any use of social media in a manner that violates County policies. Information posted on social media sites can be used by the County as evidence in disciplinary actions.
4. Employees shall be professional in their use of personal social media to avoid the appearance of using that media in an official capacity nor shall they use their personal social media to contribute to workplace violence, bullying, fighting, or making false or malicious statements with the intent to harm or destroy the reputation, authority or official standing of fellow employees or Green Lake County. In no case shall employees disclose or violate policies regarding confidential information through the usage of their personal social media.

Employees who use personal social media as a professional networking tool are encouraged to create a professional social media platform that is separate from their personal social media platforms.

5. Employees cannot post the name, trademark or logo of the County, County-privileged information, including copyrighted information or County-issued documents, or photographs of other employees, residents, vendors or suppliers taken in their capacity as County employees. Employees may not post any information that is confidential according to state statute, federal law, administrative rule or other laws on confidentiality. Employees are strictly prohibited from posting information or images protected by the Health Insurance Portability and Accountability Act (HIPAA) and the Privacy Act of 1974. Employees shall consult with the Corporation Counsel before posting information that may be confidential.
6. Employees should not link a personal social media site to the County internal or external web site without the written permission of their Department Head, the County Administrator and the IT Director.

VIII. Employer Monitoring

Employees have no expectation of privacy while using the County's technology resources for any purpose, including authorized social media. The County monitors all such use and may withdraw content deemed to be inappropriate, outside the scope of an employee's authority, or in violation of County policy as determined by the Department Head and/or the County Administrator.

IX. Reporting Violations

The County requests and strongly urges employees to report any violations or possible violations of this policy to their supervisor or the County Administrator.

X. Discipline for Violations

Any conduct, whether online or not, that reflects poorly upon the County or consists of inappropriate behavior on the part of an employee may expose an employee to discipline. Even if you post information or comments that are not related to the County, your activities may still result in professional and/or personal repercussions. The County will investigate and respond to all reports of violations of this policy. Violations may result in disciplinary action up to and including termination.

XI. Specific Social Media Guidelines by Medium for Authorized Sites

The information below provides a brief description and basic guidelines for utilizing popular social media sites for conducting County business. Due to the speed at which technologies are developed and evolve, it is impossible to provide a complete and up-to-date guide.

Twitter

Twitter is an online social networking site where members can post short updates and keep up with other members through online profiles or cell phone text messages.

Effective and approved applications for County use of Twitter would be to re-broadcast the County's Blog headlines, news releases, testimonies, statements, public service announcements, accomplishments, Job announcements, and to alert citizens of emergency broadcasts, epidemics, recalls, hazardous materials incidents, national incidents, terrorists' threats and natural disasters.

Legal implications of Twitter relate primarily to the privacy of members that follow County Twitter accounts and the appearance of commercial endorsement. Restricting settings and use of follow ability can mitigate these risks.

In order to comply with the requirements of this policy, include a link from the Twitter profile to the disclaimer and comment policy on the County web page.

Facebook

Effective applications for County use of Facebook include public outreach programs that target segmented audiences, public service announcements, departmental contact information, emergency broadcasts and other public affairs activities.

Legal implications of County use of social media relate primarily to:

1. Copyrights of video footage and photos uploaded by County representatives. Risks can be mitigated by following these standard operating procedures:
 - a. County source materials -Use only photos and videos produced by the County or contractors working directly on behalf of the County
 - b. Obtain written copyrights -If copyrighted materials are used, be sure to get and maintain physical records of copyright licenses and honor any branding or labeling requirements specified in the copyright license.
2. Privacy rights of individuals who become friends, fans or followers of County sites. Social media users will follow these guidelines:
 - a. Accounts - County representatives who set up accounts should use a general office e-mail account, department name and general office phone number if possible.
 - b. Restrict to Find People and Follow People -County representatives should not follow private citizen or commercial profiles from within their County social networking profile. While we cannot necessarily stop all people from being Friends, Fans or Following us, we should not click onto the profiles of our Friends, Fans and Followers.
 - c. County social networks may be linked with other government and non-profit social networks to share information that is related to the work and service of a particular Department.

- d. Comments and Discussions -When possible, disallow comments and discussions on social profiles. If it is not possible to disable this function, representatives must refrain from participating in dialogue and online discussions with social profile visitors. One-way communication is the preferred method of information sharing.
- 3. Accessibility rights are governed by Section 508 compliance and web accessibility for people with visual and hearing disabilities. Social media authors will follow these guidelines:
 - a. Video captions and transcriptions - Embed captions within videos as part of the postproduction process. Provide transcripts of videos and attempt to include these transcripts on the social networking site. Maintain Section 508 compliant videos, captions and transcripts on the County's website and attempt to link back to the County website from the social networking site.
 - b. Photo - alternative descriptions. Name the photo after the description before uploading it to the social networking site. Write text captions and descriptions when social networking site makes these form fields available.
 - c. PDFs - Work to make document compliant in source format before converting to a PDF. Use formatting such as headers when applicable. Embed hyperlinks within the anchor text rather than supplying the physical URL to the right of anchor text.
- 4. Brand management of County logos and color or style guides. Social media users will follow these guidelines:
 - a. Profile Picture -County profiles should upload the County or departmental seal or logo as their picture. It is important to use the County/departmental seal or logo to demonstrate authenticity.
 - b. Profile Design -County profiles should use colors consistent with the County's brand, and should not use extraneous or distracting design. All design should be in keeping with Section 508 compliance (web accessibility) needs and maintain professionalism and consistency with County branding.
 - c. No section of the profile's picture or design should reflect personal preferences of any kind. Concerns about the proper use of the County logo and/or variations of the logo shall be directed to the County Administrator.
 - d. County sponsored social media shall not be sponsored through ad content placed on the platform by private or commercial ventures for use as a marketing tool.

ORDINANCE NO. 7-2021

Amending the Personnel Policies and Procedures Manual

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

- 1 **WHEREAS**, a review of the Personnel Policies and Procedures Manual (PPPM) was
- 2 suggested to ensure that the APM was consistent with the duties and powers of the
- 3 County Administrator; and
- 4 **WHEREAS**, the Personnel Committee authorized Corporation Counsel to enlist the
- 5 services of outside counsel to examine the PPPM, Buelow Vetter was chosen after an
- 6 RFP and has provided its opinion to Corporation Counsel who has shared the opinion
- 7 with the Personnel Committee; and,

Roll Call on Ordinance No. 7-2021

Submitted by Personnel Committee:

Ayes , Nays , Absent , Abstain

/s/ Robert Schweder

Robert Schweder, Chair

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

/s/ Sue Wendt

Sue Wendt, Vice-chair

County Board Chairman

Ken Bates

ATTEST: County Clerk
Approve as to Form:

/s/ Charlie Wielgosh

Charlie Wielgosh

Corporation Counsel

Curt Talma

9 **WHEREAS**, based upon the recommendations of Corporation Counsel and Buelow
10 Vetter, the Personnel Committee finds that the recommendations of counsel are
11 appropriate.

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

14 Section 1. Green Lake County Ordinance, No. 1042-2012, enacted on December 18,
15 2012 and as amended from time-to-time is hereby amended as follows (additions are in
16 underline, deletions are in ~~strikeout~~).

17
18 1.1 Confidentiality and Requests for information is amended:
19

20 **CONFIDENTIALITY AND REQUESTS FOR INFORMATION**

21 County employees may have access to confidential, client, personnel or other sensitive
22 information. This may include, without limitation, information concerning a citizen's or
23 employee's financial status, a citizen's or employee's medical status and condition as
24 well as the County's business practices including purchasing and negotiating strategies,
25 and employee records (collectively "confidential information"). This confidential
26 information cannot be disclosed to any County personnel who do not have a legitimate
27 business need to know such information or to persons outside of the County without the
28 express authorization of the County Administrator or Department Head. There may be
29 special circumstances in which the information may be released only with specific
30 signed releases that may be time sensitive. All employees are responsible for protecting
31 the confidentiality of this information.
32

33 Likewise, no information concerning the internal operations of the County, including but
34 not limited to the release of records of the County, may occur except through, and with
35 the permission of, the County Administrator or individual Department Heads. If requests
36 for information are received by employees, whether on or off duty, from any person, the
37 employee is required to politely decline to provide such information and to direct that
38 individual to the County Administrator ~~who shall direct the request to the County's~~
39 ~~custodian of records~~ or Department Head for a response to that inquiry. The County's
40 custodian of records is responsible for the disclosure of records pursuant to requests for
41 records under Wisconsin's Public Records Law. Unless directed by the County's
42 custodian of records, employees shall not act as the County's custodian of records or
43 disseminate information.

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

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

48 Section 4. All ordinances and parts of ordinances in conflict herewith are hereby
49 repealed.

ORDINANCE NO. 8–2021

Relating to: Rezone in the Town of Green Lake
Owner: James R. & Mary E. Scharschmidt

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

1 **NOW, THEREFORE, BE IT ORDAINED** that the Green Lake County Zoning Ordinance,
2 Chapter 350 as amended, Article IV Zoning Districts, Section 350-26 Official Map, as
3 relates to the Town of Green Lake, shall be amended as follows:

- 1) W1798 County Rd B, Parcel #006-00320-0300, Lands located in the SE1/4 of Section 17 and the NE1/4 of Section 20, Town 15 North, Range 13 East, ±12.5 acres. Rezone 12.5 acres from A-1, Farmland Preservation District to A-2, General Agriculture District. To be identified by certified survey map.

4 **BE IT FURTHER ORDAINED**, that this ordinance shall become effective upon passage
5 and publication.

Roll Call on Resolution No. 8-2021

Submitted by Land Use Planning &
Zoning Committee:

Ayes , Nays , Absent , Abstain

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

Curt Talma, Chair

Bill Boutwell, Vice Chair

/s/ Harley Reabe

Harley Reabe

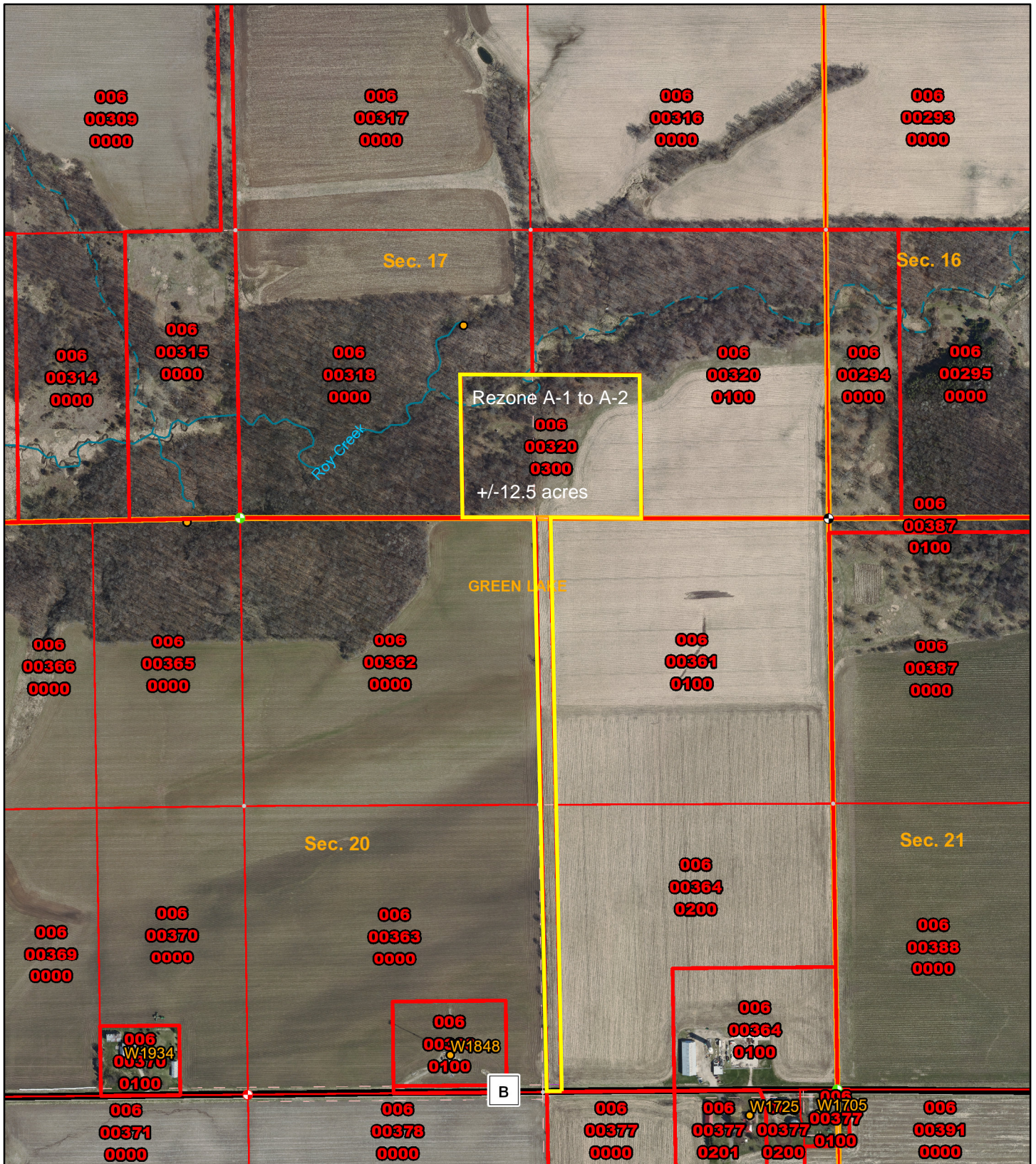
County Board Chairman

ATTEST: County Clerk
Approve as to Form:

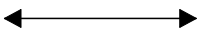
Don Lenz

Dawn N. Klockow, Corporation Counsel

Chuck Buss



1 inch = 629 feet



Geographic Information System (GIS)
<https://gis.co.green-lake.wi.us/>

Scharschmidt Rezone

Green Lake County, WI

Time: 2:14:59 PM
 Date: 3/8/2021

Note:



ORDINANCE NO. 9-2021

Relating to: Rezone in the Town of Berlin
Owner: Thomas L. & Theresa D. Sobieski

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

1 **NOW, THEREFORE, BE IT ORDAINED** that the Green Lake County Zoning Ordinance,
2 Chapter 350 as amended, Article IV Zoning Districts, Section 350-26 Official Map, as
3 relates to the Town of Berlin, shall be amended as follows:

- 1) N8161 State Road 49, Parcel #002-00393-0000, Lands located in the SE1/4 of Section 21, Town 17 North, Range 13 East, ±27.16 acres. Rezone 3 acres from A-1, Farmland Preservation District to R-4, Rural Residential District. To be identified by certified survey map.

4 **BE IT FURTHER ORDAINED**, that this ordinance shall become effective upon passage
5 and publication.

Roll Call on Resolution No. 9-2021

Submitted by Land Use Planning &
Zoning Committee:

Ayes , Nays , Absent , Abstain

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

County Board Chairman

ATTEST: County Clerk
Approve as to Form:

Dawn N. Klockow, Corporation Counsel

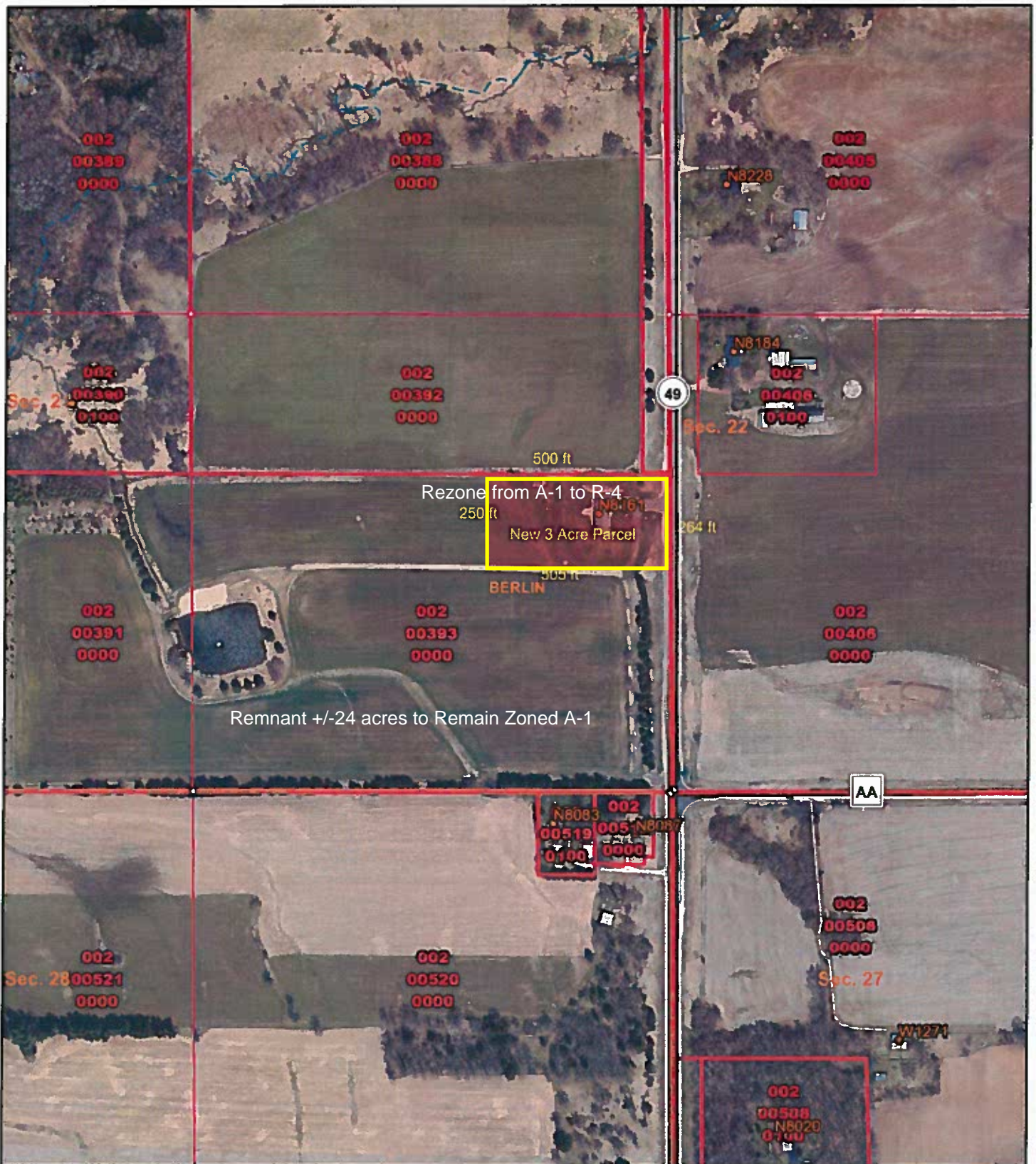
Curt Talma, Chair

Bill Boutwell, Vice Chair

/s/ Harley Reabe
Harley Reabe

Don Lenz

Chuck Buss



Green Lake County

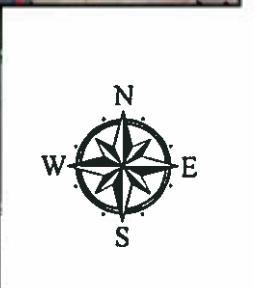
1 inch = 381 feet

Geographic Information System (GIS)
<https://gis.co.green-lake.wi.us/>

GIS Viewer Map
 Green Lake County, WI

Time: 12:05:53 PM
 Date: 12/22/2020

Note:



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: 2/1/21

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

Date Approved by Finance Committee: 2/24/2021

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: February 1, 2021
Department: Parks
Amount: \$689,815.87
Budget Year Amended: 2020

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

Phase I of the Green Lake Greenways Trail, now known as Lauree's Trail, was completed in 2020. DNR grant monies and Green Lake Greenways payments totaled \$689,815.87 in excess of the \$50,000 budgeted. Expenditures matched revenues for a balanced budget at the end of 2020.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-12-43578-000-000	Green Lake Trail Project	\$ 50,000.00	\$ 689,815.87	\$ 739,815.87
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 689,815.87	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-12-55200-301-000	Green Lake Trail Project	\$ 50,000.00	\$ 689,815.87	\$ 739,815.87
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 689,815.87	

Department Head Approval: 2/2/21

Date Approved by Committee of Jurisdiction: Liz Otto

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

Date Approved by Finance Committee: 2/24/2021

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

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: 2/1/21

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

Date Approved by Finance Committee: 2/24/2021
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: _____