



# **GREEN LAKE COUNTY**

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

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**Original Post Date: 07/09/2021**

**Amended\* Post Date:**

**The following documents are included in the packet for the  
Judicial Law Committee on July 14, 2021:**

- 1) Amended Agenda
- 2) Minutes from June 9, 2021
- 3) Credit Card Approval
- 4) Department Related Reports (3)
- 5) Monthly Sheriff Reports
- 6) Budget Adjustments (3)



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

## Judicial/Law Enforcement and Emergency Management Committee

### Meeting Notice

**Date: July 14, 2021 Time: 10:30 AM**  
**Green Lake County Government Center,**  
**County Board Room, 571 County Rd A, Green Lake WI**

### \*AGENDA Amended

#### Committee Members

*Joe Gonyo,*  
*Chair*

*Sue Wendt*  
*Gene Thom*  
*Don Lenz*  
*Ken Bates*

*Sara Radloff,*  
*Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 6/9/21
5. Appearances
  - Command College Graduates
  - Baycom
6. Credit Card Authorization Request
  - Sara Radloff Sheriff's Office Clerk
7. Department Related Reports
  - Clerk of Courts
  - Circuit Court/Register in Probate
  - District Attorney
  - Coroner
  - Emergency Management
  - Sheriff's Office
8. Monthly Sheriff Reports
9. 2022 Budget
10. Expense & Revenue Monthly Reports
11. Budget Adjustments/Line Item Transfers
  - \*Security Desk Upgrade
  - \*Correction to Sheriff Dept. Carryover calculation per GASB 54 and approved per Resolution 9-2021
  - \*Crime Prevention – Capital Outlay for Large Conference Room
12. Body Worn Demonstration
13. Future Meeting Dates:
  - Regular Meeting August 11, 2021, at 10:30AM
14. Future Agenda items for action & discussion:
15. 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 for individuals who are **not** vaccinated) or audio/visual communication. Remote access can be obtained through the following link:

Topic: Judicial Law Meeting  
Time: Jul 14, 2021 10:30 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/82198750819?pwd=c0kyQmtCaU5kcmx1a0xGWWtoOSttQT09>

Meeting ID: 821 9875 0819

Passcode: 218308

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Kindly arrange to be present, if unable to do so or if there are any changes, please notify Samantha at 4005.

**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.**



# JUDICIAL/LAW ENFORCEMENT AND EMERGENCY MANAGEMENT COMMITTEE

**JUNE 9, 2021**

The regular Judicial/Law Enforcement and Emergency Management Committee meeting was called to order by Vice- Chair Sue Wendt at 10:30 a.m. on June 9, 2021 in the County Board room of the Green Lake County Justice Center, 571 County Road A, Green Lake, WI. The requirements of the open meeting law were certified as being met.

Present: Sue Wendt – Vice-Chair  
Don Lenz  
Gene Thom  
Ken Bates

Absent: Joe Gonyo – Chairman

Others present in person:

Sheriff Mark Podoll  
Chief Deputy Matt Vande Kolk  
Harley Reabe, Co. Board Chairman  
Det. Josh Ward – Sheriff’s Office  
Det. Chad Holdorf – Sheriff’s Office  
Det. Scott Cody – Sheriff’s Office  
Tim Holdorf  
Melanie Holdorf  
Gerise LaSpisa – Assist. District Attorney’s Office at 10:38 am  
Mitzi Putzke – District Attorney’s Office at 10:38 am  
Sara Radloff, SO Clerk

Others present via Zoom:

Cathy Schmit – County Administrator  
Dawn Klockow, Corp. Counsel  
Gary Podoll – Emergency Management  
Lori Evans, Admin. Assist to the Sheriff  
Toney Daley – Berlin Journal Newspaper

## **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited by the group.

## **MINUTES**

**Motion/Second (Bates/Lenz)** to approve the minutes of the June 9, 2021 regular meeting presented. No negative votes. Motion carried.

## **CORRESPONDENCE**

No Correspondence

## **ORDINANCE**

Ordinance Amending Ch. 74, §74-29 Sheriff Department Records to add Electronic Records. The Ordinance was explained and discussed with the committee.

**Motion/Second (Thom/Lenz)** to approve the Ordinance Amending Ch. 74, §74-29 Sheriff Department Records to add Electronic Records and forward to County Board. No negative votes. Motion carried.

## **DEPARTMENT RELATED REPORTS**

Written reports were included in the packet from Clerk of Courts, Emergency Management and the Sheriff's Office. They were reviewed and filed  
Sheriff Podoll did announce that Detective Chad Holdorf was promoted to Sergeant Detective.

ADA Gerise LaSpisa was also introduced to the committee. Gerise will be appointed to District Attorney for Green Lake on June 21<sup>st</sup> to replace Andrew Christenson

## **MONTHLY SHERIFF REPORTS**

Sheriff's Office reports for May 2021 were included in the packet. There were no questions from the Committee on any of the reports.

## **EXPENSE AND REVENUE MONTHLY REPORTS**

The May 2021 monthly expense and revenue reports were discussed and filed.

## **BUDGET ADJUSTMENT**

None

**LINE ITEM TRANSFERS**

None

**LEXIPOL**

Lexipol policies 446 Mobile Audio Video and 450 Portable Audio Video Recorders were explained and reviewed.

**FUTURE MEETING DATE AND AGENDA ITEMS**

The next regular meeting is set for July 14, 2021 at 10:30 a.m. in the County Board Room of the County Justice Center, 571 County Road A, Green Lake.

**ADJOURN**

Meeting adjourned at 10:59 a.m.  
Respectfully submitted, Sara Radloff, Sheriff's Clerk, Green Lake County Sheriff's Office.

## Request for Credit Card Approval

Department: Sheriff's Office  
 Committee: Judicial Law

Name of Card Holder	Title of Postion	Credit Card Limit
Sara Radloff	Clerk	\$10,000

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

Sara will be helping in placing orders for the Sheriff's Office

Department Head Approval: *M. A. Pedoll*

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

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

Date Approved By Finance Committee: \_\_\_\_\_

## EMPLOYEE AGREEMENT

I, (employee name) Sara Radloff, agree to comply with the following terms and conditions regarding my use of the County credit card.

- I understand that I will be making financial commitments on behalf of Green Lake County and will strive to obtain the best value for the County.
- I understand that Green Lake County is liable for all charges made on the card. However I will be responsible for charges lacking proper documentation.
- I agree to use this card for approved purchases only and agree not to charge personal purchases. I understand that the County Clerk's Office will audit the use of this card and report and take appropriate action on any discrepancies.
- I agree to notify my Department Head and the County Administrator's Office immediately should any apparently fraudulent activity or charges related to the credit card arise or otherwise come to my attention.
- I will follow the established procedures for the use of the card. Failure to do so may result in either revocation of my use of County credit cards and/or other disciplinary actions.
- I have been given a copy of the Green Lake County Credit Card Policy and Procedures and understand the requirements for the card use.
- I agree to return the card immediately upon request or upon termination of employment (including retirement), or upon transfer to another department.
- I agree to return any credit card that has been canceled or expired to the County Administrator's Office as soon as possible for audit review.
- If the card is lost or stolen, I agree to notify the County Administrator and Department Head immediately.

Employee Signature: \_\_\_\_\_



Date: 6/17/21

Department: Sheriff's Office

Card # Issued: \_\_\_\_\_



# Green Lake County Clerk of Circuit Court

571 County Road A, Green Lake, WI 54941 920-294-4142

**AMY S. THOMA**  
Clerk of Circuit Court

July 7, 2021

Judicial/Law Enforcement Committee  
571 County Road A  
Green Lake, WI 54941

RE: Department Update

Dear Committee Members:

## NUMBER OF NEW CASES FILED IN JUNE 2021

Case Type	
Criminal Felony	13
Criminal Misdemeanor	18
Criminal Traffic	9
Traffic	120
Forfeiture	6
Juvenile Ordinance	0
Civil	13
Complex Forfeiture	0
Small Claims	29
Family	6
Paternity	1

Other than the day-to-day activities of the office, there is nothing further to report at this time.

If you should have any questions, please do not hesitate to contact me.

Very truly yours,

*Amy S. Thoma*

Amy S. Thoma  
Clerk of Circuit Court





**GREEN LAKE COUNTY**  
**OFFICE OF EMERGENCY MANAGEMENT**

*Gary V. Podoll*  
*Director*

*Office: 920-361-5416*  
*FAX: 920-361-5405*

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**DATE:** July 1, 2021

**TO:** Green Lake County Judicial/Law Enforcement and Emergency Management Committee

**FROM:** Gary V. Podoll, Emergency Management Director

**SUBJECT:** Monthly Report

1. I will no longer be in charge of the Personal Protective Equipment PPE distribution to all emergency services, long term care facilities, hospital and other qualified facilities. It is now turned back over to the State Department of Health to be in charge of distribution.
2. I have had a number of interested agencies that want to be a part of the Table Top Exercise that will be conducted in August, with a chemical release and tornado incident. The planning is going along very well.

If you have any questions, you can contact me at 920-290-2275.

Sincerely,

Gary V. Podoll  
Emergency Management Director  
Green Lake County



**Green Lake County**  
**Sheriff**  
571 County Road A · Green Lake, WI 54941-8630  
Ph. 920-294-4000 · Fax. 920-294-3850

July 9, 2021

To Judicial and Law Enforcement Committee Members,  
Re: Green Lake County Sheriff's Office events since the June meeting:

- 3 New Communications Officers (Szweda, Howk, and Shohoney) training simultaneously. All trainees are ahead of schedule or on schedule to complete training as planned.
- 1 Communications Officer off on FMLA.
- We are very proud of the entire Communications Staff as they have worked through adversity and change. They have shown incredible dedication working many overtime shifts and continuing to do excellent work.
- Boat Patrol Deputy Janikowski tendered his resignation as he was hired full time by Door County Sheriff's Office.
- Patrol and Detective staff are filling the open Boat Patrol shifts.
- Master Control Aides Garret and Eichstedt will be starting in July.

See you at the meeting,

*Mark A. Podoll, Sheriff*

**Sheriff Mark A. Podoll**



571 County Road A · Green Lake, WI 54941-8630  
 Ph. 920-294-4000 · Fax. 920-294-3850

**Sheriff's Office Judicial/Law Enforcement Committee  
 Report for the Month of June 2021**

<b>Deputy contacts for this month</b>	652
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<b>Types of Contacts this month</b>	<b>Number of Contacts</b>
911 Follow up	119
Agency Assistance, Mutual Aid	32
Medical Emergency	20
Citizen Assist	18
Alarm	15
Lockout	13
Records Check	9
Adult Transport	8
Animal Problem	8
Traffic Accident w/Damage	8
Welfare Check	8
Car/Deer Accident	7
Information Report	7
Fire	6
Traffic Patrol Requested	6
K9 Assist	5
Computer Agency Assist	5
Controlled Substance Problem	1
Agency Assist Person Charged	4
Domestic Situation	4
Found Property	4
Juvenile Problem	4
OWI Alcohol	4
Suspicious Person/Circumstance	4
Theft	4
Traffic Accident w/Injuires	4
Traffic Violation	4

**Sheriff Mark A. Podoll**



Green Lake County

**Sheriff**

571 County Road A · Green Lake, WI 54941-8630

Ph. 920-294-4000 · Fax. 920-294-3850

**Types of Contacts this month continued**

Wanted Person	3
Assult	2
Emergency Detention Involuntary	2
Bail Jumping	2
Dead Body	2
Disturbance	2
Failure to Report to Jail	2
Fireworks	2
Noise Complaint	2
Property Damage	2
Scam	2
Time System Entry	2
Traffic Misc	2
Citizen Dispute	1
Deliver Message	1
Drone	1
Emergency Detention Voluntary	1
Fraud	1
Gas Drive Off	1
Harassment	1
House Check	1
Ice/Water Resc	1
Jail Incident	1
Juvenile Transport	1
K9 Person Charged	1
Lost Property	1
Obstructing	1
Offender Release	1
Probation/Parole Violation	1
Theft-Automobile	1
Threatening	1
Trespassing	1
Warrant Pick Up Out of County	1

GREEN LAKE COUNTY SHERIFF'S OFFICE SQUAD CAR MILEAGE 2021

Officer	Badge No.	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Hoerig	41	70,543	72,824	75,103	77,398	80,000	82,081						
Kuklinski	43	165,000	166,550	169,100	171,350	171,700	89,150						
Colhouer	45	57,975	59,567	62,123	64,622	67,350	69,955						
Hanson	46	51,203	52,531	53,782	55,881	57,836	60,863						
Ward	47	62,833	63,578	64,839	65,981	67,267	68,591						
Wallace	48	68,150	71,235	72,445	75,450	77,329	80,805						
Young	49	35,800	37,718	39,416	40,961	43,052	45,206						
Cody	51	35,597	38,355	39,908	40,974	41,834	52,457						
Holdorf	52	35,136	35,393	35,767	36,356	36,780	37,707						
Manning	54	48,062	48,650	49,815	51,110	52,000	54,284						
Schroeder	56	34,975	37,793	39,652	42,990	45,586	48,728						
Majeskie	57	39,250	42,333	45,050	45,428	47,600	49,184						
Weiner	58	79,275	81,386	81,885	83,150	85,100	87,389						
Podoll	60	53,425	54,345	56,210	57,651	58,375	59,011						
Preuss	61	75,837	79,065	83,760	87,255	89,875	93,034						
Vande Kolk	62	3,000	3,892	4,824	5,867	6,782	7,342						
Prachel	64	13,609	15,297	17,347	19,622	21,155	23,863						
Dodge Trans Van	96	115,531	115,977	117,000	117,388	118,168	119,035						
CTU Ford Transit	20	2,876	2,876	2,892	2,919	3,037	3,066						
Spare Ford Taurus	15	187,738	187,816	187,816	187,816	187,816	187,816						
Spare Ford Taurus	Old #62	68,931	68,931	68,931	68,931	68,931	68,931						

**Accidents and Complaints for Patrol**

2021	Colhouer	Hanson	Hoerig	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young		Total	Avg/Officer
Jan	22	28	28	0	21	7	24	8	24	25	15	19		221	17
Feb	15	23	23	7	16	7	13	25	19	18	15	24		205	16
March	29	14	19	15	13	15	21	20	20	20	20	11		217	17
April	34	20	20	37	5	23	21	24	29	22	16	12		263	20
May	20	29	41	20	17	19	24	26	17	21	23	25		282	22
June	51	45	29	25	10	21	12	28	39	34	25	13		332	26
July														0	0
Aug														0	0
Sept														0	0
Oct														0	0
Nov														0	0
Dec														0	0
Total	171	159	160	104	82	92	115	131	148	140	114	104		1520	117
Avg/Month	29	27	27	17	14	15	19	22	25	23	19	17		253	19

**Paper Service for Patrol**

2021	Colhouer	Hanson	Hoerig	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young		Total	Avg/Officer
Jan	18	1	10	0	19	8	2	16	21	10	7	10		122	9
Feb	0	1	2	0	4	0	3	2	1	2	3	6		24	2
March	7	0	4	2	3	0	0	0	3	6	2	1		28	2
April	5	1	3	3	0	4	0	2	5	1	0	3		27	2
May	2	0	5	4	0	0	3	1	6	2	2	1		26	2
June	6	3	1	4	0	0	1	0	1	6	3	4		29	2
July														0	0
Aug														0	0
Sept														0	0
Oct														0	0
Nov														0	0
Dec														0	0
Total	38	6	25	13	26	12	9	21	37	27	17	25		256	20
Avg/Month	6	1	4	2	4	2	2	4	6	5	3	4		43	3

**Citations for Patrol**

2021	Colhouer	Hanson	Hoerig	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young		Total	Avg/Officer
Jan	5	0	10	0	3	5	9	5	8	13	2	3		63	5
Feb	4	2	8	1	11	0	2	10	2	18	6	0		64	5
March	6	1	9	9	15	10	13	9	3	16	9	7		107	8
April	8	5	7	5	5	11	6	13	1	20	2	9		92	7
May	2	4	7	5	16	14	7	11	4	29	0	3		102	8
June	4	6	3	4	9	9	1	13	8	15	5	13		90	7
July														0	0
Aug														0	0
Sept														0	0
Oct														0	0
Nov														0	0
Dec														0	0
Total	29	18	44	24	59	49	38	61	26	111	24	35		518	40
Avg/Month	5	3	7	4	10	8	6	10	4	19	4	6		86	7

**Warnings for Patrol**

2021	Colhouer	Hanson	Hoerig	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young		Total	Avg/Officer
Jan	5	0	5	0	2	2	22	3	4	45	1	0		89	7
Feb	0	1	8	6	7	4	15	6	7	23	3	0		80	6
March	9	7	10	13	11	16	13	21	10	46	0	0		156	14
April	12	8	14	5	6	15	7	10	10	47	1	2		137	11
May	7	30	22	5	18	5	16	9	12	59	0	2		185	14
June	15	8	14	9	9	5	6	23	23	38	12	11		173	13
July														0	0
Aug														0	0
Sept														0	0
Oct														0	0
Nov														0	0
Dec														0	0
Total	48	54	73	38	53	47	79	72	66	258	17	15		820	65
Avg/Month	8	9	12	6	9	8	13	12	11	43	3	3		164	13

**Year to Date Totals - Accidents, Complaints, Paper Service, Citations and Warnings for Patrol**

2021	Colhouer	Hanson	Hoerig	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young		Total	Avg/Officer
Total Annual Contacts	286	237	302	179	220	200	241	285	277	536	172	179	0	3114	242
Avg. per Month	48	40	50	30	37	33	40	48	46	89	29	30	0	519	40

**BOAT LAUNCH/MUNICIPAL ORDINANCE CITATIONS**

2021	Colhouer	Hanson	Hoerig	Kuklinski	Majeskie	Manning	Prachel	Preuss	Schroeder	Wallace	Weiner	Young		Total	Avg/Officer
Jan														0	0
Feb														0	0
March														0	0
April														0	0
May	2			5										7	1
June	3			11	4	5	4				1			28	2
July														0	0
Aug														0	0
Sept														0	0
Oct														0	0
Nov														0	0
Dec														0	0
Total	5	0	0	16	4	5	4	0	0	0	1	0		35	3
Avg/Month	1	0	0	4	1	1	1	0	0	0	0	0		9	1

**Accidents and Complaints for Detectives**

2021	Cody	Holdorf	Ward	Cohl	Roky	Tess
Jan	6	0	2	6	7	0
Feb	2	0	2	6	1	0
March	1	0	7	7	5	2
April	2	1	2	5	7	1
May	7	4	1	12	5	3
June	0	2	3	5	0	1
July						
Aug						
Sept						
Oct						
Nov						
Dec						
Total	18	7	17	41	25	7
Average	3	1	3	7	4	1

**Arrests for Detectives**

2021	Cody	Holdorf	Ward	Cohl	Roky	Tess
Jan	1	0	0	3	2	0
Feb	0	0	0	2	0	0
March	0	0	0	1	3	0
April	0	0	0	1	3	0
May	0	0	0	2	1	0
June	0	0	0	1	0	0
July						
Aug						
Sept						
Oct						
Nov						
Dec						
Total	1	0	0	10	9	0
Average	0	0	0	2	2	0





Green Lake County  
 571 County Road A · Green Lake, WI 54941-8630  
 Ph. 920-294-4000 · Fax. 920-294-3850

<b>Sheriff's Office Judicial/Law Enforcement Committee</b> <b>Report for the Month of June 2021</b> <b>Correctional Facility</b>
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<b>Average Daily Population in the Jail for this month</b>	59
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<b>Inmates in custody for (some inmates have more than one charge)</b>
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Charge	Number of Charges
Probation/Parole	14
Disorderly Conduct	8
Warrants	8
Assault	7
Drug related	6
Obstructing	6
ES Sanction Hold	4
Resisting/Interfering w/Police	4
Sex Offense	3
Bail Jumping	1
Child Abuse or Neglect	1
Destruct/Damage/Vandalize Prop	1
DUI	1
Theft	1
Traffic Offense	1

**GREEN LAKE COUNTY JAIL MONTHLY STATISTICS**

MONTH/ YEAR	ADP	HUBER	HUBER/EMP INCOME	FEMALE	LOCK DOWN	MEALS	EMP	GL INMATES TRANSFERREC	Brown Co. Days SAFEKEEPERS	Billed for Brown Co. Safekeepers	Calumet Co Days Safekeepers	Billed for Calumet Safekeepers
Jan-21	60	0	\$2,035.00	15	43	4803	4	1			370	\$ 15,910.00
Feb-21	63	0	\$2,084.00	16	45	4706	4	1			339	\$14,577.00
Mar-21	61	0	\$2,442.00	16	45	5181	3	1			374	\$16,082.00
Apr-21	62	0	\$473.50	12	45	5042	2	2			359	\$15,437.00
May-21	60	0	\$1,236.00	11	43	4839	3	2			371	\$15,953.00
Jun-21	59	0	\$2,443.00	12	38	4418	4	4			409	\$17,587.00
Jul-21												
Aug-21												
Sep-21												
Oct-21												
Nov-21												
Dec-21												
Totals												
Average	61	0	\$1,785.58	14	43	4832	3	2	0	\$ -	2222	\$ 95,546.00

ADP- Average daily population

Huber- Sentenced inmate, work release + Sent/Huber from other county

Huber Income- Amount paid by Huber and CAM inmates for the month

Female- Average number of females held that month

Lockdown- Number of inmates held that month that are not working Huber's

Meals- Number of meals + bag lunches served that month

EMP- Number of inmates on electronic monitoring

GL Inmates Transferred- Inmate serving in other county + Sent/Huber serv. out of county

Safekeepers - Holding for another county

Safekeeper days - the number of cumulative days that month for all Safekeepers for that county

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

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

Date: July 14, 2021  
 Department: Sheriff's Office  
 Amount: \$13,543.00  
 Budget Year Amended: 2021

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

Unanticipated grant awarded for glass security desk barrier, and EOC portable barriers.  
We are requesting a corresponding revenue and expenditure account be created.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21400-09-43521-000-004	Security Desk upgrade	\$ -	\$ 13,543.00	\$ 13,543.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 13,543.00	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-400-00-57100-009-004	Security Desk upgrade	\$ -	\$ 13,543.00	\$ 13,543.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 13,543.00	

Department Head Approval: Sheriff Mark A. Podoll 06/24/21

Date Approved by Committee of Jurisdiction: 7/14/2021

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

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

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

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

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

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

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

Date: July 14, 2021  
 Department: Sheriff's Dept  
 Amount: \$98,783.00  
 Budget Year Amended: 2021

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

Correction to Sheriff Dept. Carryover calculation per GASB 54 and approved per Resolution 9-2021

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**Revenue Budget Lines Amended:**

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

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-101-09-52700-999-004	Juvenile Prisoner Board	\$ 9,612.87	\$ 6,000.00	\$ 15,612.87
21-101-09-52700-999-007	Inmate Programs	\$ 34,061.01	\$ 35,824.00	\$ 69,885.01
21-101-09-52700-999-000	Jail Assessment	\$ 1,781.66	\$ 36,000.00	\$ 37,781.66
21-101-09-52700-999-006	Inmate Commissary	\$ 55,497.22	\$ 8,000.00	\$ 63,497.22
21-101-09-52720-999-000	Crime Prevention	\$ 48,483.82	\$ 7,959.00	\$ 56,442.82
21-101-09-52720-999-001	K-9 Donation	\$ 19,296.35	\$ 5,000.00	\$ 24,296.35
				\$ -
Total Adjustment			\$ 98,783.00	

Department Head Approval: Mark A Podall

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: \_\_\_\_\_

# **Budget Adjustment**

## Purpose

To comply with State Statute 65.90 (5)

## Policy

A budget adjustment should be made when increasing /(decreasing) both your revenue budget and expenditure budget. These changes come from new grants or changes in grant monies, transfers from sources in the county outside a department's original budget, etc. No budget line item should exceed the adopted budget at any time during a fiscal year.

## Procedure

To initiate a budget adjustment, the department head shall notice the review, discussion & action of this completed & signed form on the next monthly meeting agenda of their committee of jurisdiction. If the Budgetary Adjustment is approved by the committee of jurisdiction the signed copy of this form along with a copy of the meeting minutes shall be forward to the County Clerk to be noticed on the Finance Committee agenda for review, discussion & action.

Upon Finance Committee approval the signed Budgetary Adjustment form shall be forwarded to the County Clerk to be notice on the County Board agenda for review, discussion and action.

Per WI Stats 65.90(5)(a) the Budgetary Adjustment must be authorized by a vote of two-thirds of the entire membership of the County Board.

A department representative must be available at each meeting to address any questions or concerns that may arise during review and discussion.

# GREEN LAKE COUNTY

## Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: July 8, 2021  
 Department: Sheriff's Office  
 Amount: \$12,840.42  
 Budget Year Amended: 2021

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

Request money to be transferred to purchase new conference room furniture. Do to the lack of use in the Fitness Center. Sheriff's Office, will convert this room into a large Conference Room. This room will also serve as a Conference Room for the EOC when in operation.

**Revenue Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-101-09-52720-999-000	Crime Prevention/Comm Fu	\$ 56,442.82	\$ 12,840.42	\$ 43,602.40
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 12,840.42	

**Expenditure Budget Lines Amended:**

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
21-400-00-57100-009-000	Capital Outlay	\$1,152,866.56	\$ 12,840.42	\$ 1,165,706.98
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 12,840.42	

Department Head Approval: Mark A Podall

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: \_\_\_\_\_

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