

FINANCE COMMITTEE
April 27, 2022

The meeting of the Finance Committee was called to order by County Clerk Liz Otto on Wednesday, April 27, 2022 at 3:00 PM, in the County Board Room and via Zoom format at the Government Center, Green Lake, WI. The requirements of the open meeting law were certified as being met. The Pledge of Allegiance was recited.

Present: Luke Dretske
 Brian Floeter
 Don Lenz
 Dennis Mulder
 Harley Reabe

Other County Employees Present: Jess McLean, Treasurer; Kayla Yonke, HHS Business Manager; Liz Otto, County Clerk; Jason Jerome, HHS Director; Sheriff Mark Podoll; Shannon Barfknecht, Financial Manager (Zoom); Dawn Klockow, Corporation Counsel; Cathy Schmit, County Administrator; Gene Thom, Supervisor #19; Matt Vandekolk, Chief Deputy

ELECTION OF CHAIR

County Clerk Liz Otto called for nominations for Chair of the Finance Committee. Supervisor Mulder nominated Harley Reabe. Supervisor Dretske nominated Brian Floeter. Clerk Otto called for nominations 3 times. No other nominations. Vote taken by show of hands – Reabe (3), Floeter (2). Supervisor Reabe declared Chair of the Finance Committee for a 2 year term.

ELECTION OF VICE CHAIR

Chair Reabe called for nominations for Vice Chair of the Finance Committee. Supervisor Lenz nominated Brian Floeter. Supervisor Mulder nominated Don Lenz. Lenz declined the nomination. Chair Reabe called for nominations 3 times. No other nominations. *Motion/second (Mulder/Lenz)* to close nominations and cast a unanimous ballot for Brian Floeter. Motion carried with no negative vote.

MINUTES

Motion/second (Lenz/Floeter) to approve the minutes of the March 23, 2022 meeting with no additions or corrections. Motion carried with no negative vote.

PUBLIC COMMENT – none

TREASURER’S MONTHLY REPORT

- **Tax Collection Update** – no discussion on Treasurer Jess McLean’s written report
- **March Financial Reports** – discussion held on current low interest rates. County Administrator Cathy Schmit stated that ARPA fund interest must be tracked separately and reinvested into those funds. Supervisor Dretske asked about FDIC insurance and the sales tax fund.
- **Sales Tax Update** – Treasurer Jess McLean explained how the average is determined.

IN REM UPDATE –

Treasurer Jess McLean stated that there are currently 56 delinquent parcels from 2018. Letters will be sent out to those property owners soon.

OPEN BIDS FOR IN-REM PROPERTIES

Chair Reabe opened 3 sealed bids:

Parcel 271-00001-0300 – bid received from Nancy Hiestand in the amount of \$1,501.00

Parcel 271-00001-0300 – bid received from the City of Princeton in the amount of \$1,181.33.

Minimum bid for this property is \$1,181.33. **Motion/second (Lenz/Floeter)** to approve the bid from Nancy Hiestand for \$1,501.00. Motion carried with no negative vote.

Parcel 271-00015-0000 – bid received from Damak LLC in the amount of \$3,100.00. Minimum bid is \$2,933.33. **Motion/second (Mulder/Dretske)** to approve the bid and award the property to Damak LLC. Motion carried with no negative vote.

DISCUSSION/ACTION ON PROPOSED USES OF ARPA FUNDS

An updated list was provided by County Administrator Cathy Schmit. Request from Lake Puckaway Protection and Rehabilitation District will be added to the list. Schmit requested that the committee consider the software requests from HHS and Planning & Zoning due to the need to budget for those items in 2023. Appearances from those Directors will be put on the May agenda. Schmit also stated that the lost revenue calculation has been eliminated for Green Lake County and the April 30 reporting deadline has been met.

DISCUSSION REGARDING ACH POLICY

Discussion held. Treasurer Jess McLean will work with County Administrator Cathy Schmit to provide a draft policy in May.

DISCUSSION REGARDING CREDIT CARD POLICY

Discussion held regarding the current credit card policy including credit limits and use of accrued points. Updates to the policy will be discussed at next month's meeting.

BUDGET ADJUSTMENT

- **Fair**

Discussion held on the bidding process and the one bid received. **Motion/second (Floeter/Mulder)** to approve the budget adjustment and forward to County Board for final approval. Motion carried with no negative vote.

BUDGET REVIEW OF REVENUES AND EXPENDITURES

Discussion held regarding month end reports. Supervisors Floeter and Mulder will meet with Financial Manager to determine the format.

SUPERVISOR'S/LAY PEOPLE MONTHLY CLAIMS

Supervisor's claims: \$3,156.37

Lay Person's claims: \$263.11

Motion/second (Lenz/Mulder) to approve supervisor and lay people claims. Motion carried with no negative vote.

COMMITTEE DISCUSSION

- **Future meeting dates: Regular Meeting – May 25, 2022 @ 3:00 PM**
- **Future agenda items for action & discussion:** appearances by Jason Jerome and Matt Kirkman regarding ARPA funds, ACH policy, credit card policy

ADJOURNMENT

Chair Reabe adjourned the meeting at 4:53 PM.

Submitted by,

Liz Otto
County Clerk