



GREEN LAKE COUNTY

571 County Road A, Green Lake, WI 54941

Original Post Date: 11/4/22

Amended* Post Date:

**The following documents are included in the packet for the
Administrative Meeting on November 8, 2022:**

- 1) Agenda
- 2) Minutes from 08/01/2022, 08/16/2022, 08/22/2022, 09/07/2022,
10/17/2022 and 10/25/2022
- 3) Department Related Reports (5)



**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: Tuesday, November 8, 2022 Time: 4:30 PM
**Green Lake County Government Center,
County Board Room, 571 County Rd A, Green Lake WI**

AGENDA

**Committee
Members**

*Dave Abendroth- Chair
Dennis Mulder
Brian Floeter
Gene Thom
Ken Bates*

*Elizabeth Otto,
Secretary*

Virtual attendance at meetings is optional. If technical difficulties arise, there may be instances when remote access is a quorum attending in person, the meeting will proceed as scheduled.

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 08/01/2022, 08/16/2022, 08/22/2022, 09/07/2022, 10/17/2022 and 10/25/2022
5. Public Comment (3 minute limit)
6. Discussion on amending County Ordinance regarding the appointment and supervision of the Corporation Counsel
7. Discussion and possible action regarding Corporation Counsel recruitment process
8. Discussion and possible action regarding July 3 2023 Closing per Resolution 01-2019
9. Discussion and potential recommendation for removal of Board of Adjustment member
10. Department Reports
 - Corporation Counsel
 - County Administrator
 - County Clerk
 - IT
 - Register of Deeds
 - Treasurer
11. Committee Discussion
 - Future Meeting Dates:
 - Future Agenda items for action & discussion
12. Adjourn

This meeting will be conducted through in person attendance or audio/visual communication. Remote access can be obtained through the following link:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 285 089 778 723

Passcode: QTt8mk

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

[+1 920-515-0745,,596254406#](#) United States, Green Bay

Phone Conference ID: 596 254 406#

[Find a local number](#) | [Reset PIN](#)

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

August 1, 2022

The meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:00 PM on Monday, August 1, 2022 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. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth Absent: Brian Floeter
Ken Bates
Dennis Mulder
Gene Thom

Other County Employees Present: Liz Otto, County Clerk; Chief Deputy Matt Vande Kolk; Cathy Schmit, County Administrator; Dawn Klockow, Corporation Counsel; Sheriff Mark Podoll; Renee Thiem-Korth, Register of Deeds, Jessica McLean, Treasurer; Carleen Rhode, HR Coordinator

MINUTES

Motion/second (Mulder/Bates) to approve the minutes from the 05/02/2022, 06/08/2022, 06/15/2022, 06/28/2022 and 07/19/2022 meetings with no changes or corrections. Motion carried with no negative vote.

PUBLIC COMMENT – none

RESOLUTIONS

- **Resolution to Change the Date for the 2022 November Annual Meeting of the Board of Supervisors**

County Clerk Liz Otto explained that since apportionments are due to the Department of Revenue on November 15, the meeting needs to be held earlier to allow for any updates or changes.

Motion/second (Thom/Mulder) to approve the resolution and forward to County Board. Motion carried with no negative vote.

ORDINANCES

- **Amending Chapter 10 – Budget and Finance to Prohibit the Acceptance of Donations for the Administration of Elections**

Motion/second (Bates/Mulder) to suspend the rules and allow Supervisor Luke Dretske to speak. Motion carried with no negative vote. Dretske provided background information on this resolution which would restrict private funding for election purposes. County Clerk Liz Otto stated that this has never happened in the past but may be a good idea for the future. *Motion/second (Thom/Bates)* to approve the resolution and forward to County Board. Motion carried with no negative vote.

DISCUSSION ON LONG RANGE PLANNING AND THE COMPREHENSIVE PLAN

County Administrator Cathy Schmit stated there are no updates at this point. Discussion held on the timeline of implementing a plan and whether this should wait until a new Administrator is in place. Supervisor Mulder asked Cathy Schmit to provide an outline of the process. Other committees should be consulted as to what they feel needs to be included.

DISCUSSION AND POSSIBLE ACTION ON COUNTY BOARD RULES

This will be put on hold until the County Administrator job description and profile are complete.

2021 AUDIT PROGRESS

County Administrator Cathy Schmit stated that she has contacted the auditors and the single audit should be complete shortly.

DEPARTMENT REPORTS AND 2023 BUDGETS

All Department Heads updated their submitted reports and gave an overview of their 2023 budgets.

DISCUSSION AND POSSIBLE ACTION ON FILLING COUNTY ADMINISTRATOR POSITION

Corporation Counsel Dawn Klockow stated that she has the names of 3 consulting firms which could be contacted for bids. RFP's will take too much time. ***Motion/second (Mulder/Bates)*** to direct Corporation Counsel to solicit bids from the names on file and provide a deadline of 08/15/2022. Motion carried with no negative vote.

COMMITTEE DISCUSSION

- **Future Meeting Dates:** special meeting on 08/16/2022 @ 4:30 PM
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chair Abendroth adjourned the meeting at 5:03 PM.

Submitted by,

Liz Otto
County Clerk

DRAFT

ADMINISTRATIVE COMMITTEE MEETING

August 16, 2022

The special meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:30 PM on Tuesday, August 16, 2022 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. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth
Ken Bates
Brian Floeter
Dennis Mulder
Gene Thom

Other County Employees Present: Liz Otto, County Clerk; Cathy Schmit, County Administrator; Dawn Klockow, Corporation Counsel; Sheriff Mark Podoll; Carleen Rhode, HR Coordinator; Shannon Barfknecht, Financial Manager

PUBLIC COMMENT – none

RESOLUTIONS

- **Resolution Relating to Consortium Agreement for the Chief Elected Officials of the Fox Valley Workforce Development Area for 2022-2023**

Motion/second (Thom/Mulder) to approve the resolution and forward to County Board. Motion carried with no negative vote.

- **Resolution To Engage the Services of an Executive Search Firm for County Administrator Position**

Corporation Counsel Dawn Klockow stated that she received two proposals and both were emailed to the committee. Discussion held.

Motion/second (Floeter/Mulder) to approve contracting with Public Administration Associates (PAA) at a cost of \$17,100 and forward to County Board. Motion carried with no negative vote.

COMMITTEE DISCUSSION

- **Future Meeting Dates:** August 22, 2022 @ 4:30 PM
- **Future agenda items for action & discussion:** quorum language on committee agendas

ADJOURNMENT

Chair Abendroth adjourned the meeting at 4:48 PM.

Submitted by,

Liz Otto
County Clerk

ADMINISTRATIVE COMMITTEE MEETING

August 22, 2022

The special meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:30 PM on Monday, August 22, 2022 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. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth
Ken Bates
Dennis Mulder
Gene Thom

Absent: Brian Floeter

Corporation Counsel Dawn Klockow requested that Sue Wendt leave the meeting due to a quorum of the Judicial Law Committee. Wendt left the meeting.

Other County Employees Present: Liz Otto, County Clerk; Dawn Klockow, Corporation Counsel; Sheriff Mark Podoll; Chief Deputy Matt Vandekolk

PUBLIC COMMENT – none

INITIAL MEETING WITH PUBLIC ADMINISTRATION ASSOCIATES (PAA, LLC) TO INITIATE COUNTY ADMINISTRATOR HIRING PROCESS

Dave Bretl and Jon Hochkammer of Public Administration Associates, LLC (PAA) introduced themselves and gave a brief overview of their organization. Discussion held regarding timeline for the hiring process and information exchanged in regard to the position and what the county is looking for. County Clerk Liz Otto will send out a survey to Department Heads and constitutional officers provided by PAA for their input.

QUORUM LANGUAGE ON COMMITTEE AGENDAS

Corporation Counsel Dawn Klockow spoke in regard to open meetings law violations due to attendance at meetings causing a quorum for other committees. Klockow recommended amending the County Board rules to require 24 hour notice to the County Clerk so that agendas can be properly noticed. *Motion/second (Bates/Mulder)* to allow Chief Deputy Matt Vandekolk to speak. Motion carried with no negative vote. Discussion held on recording of meetings. Clerk Otto stated that only County Board meetings are recorded unless a committee chair specifically requests it due to the cost of Zoom recordings. Klockow also suggested that committee chairs be required to introduce resolutions and ordinances at the County Board meetings so that background information is available to all members. She will bring that to the next meeting.

COMMITTEE DISCUSSION

- **Future Meeting Dates:** September 7, 2022 @ 4:30 PM
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chair Abendroth adjourned the meeting at 6:12 PM.

Submitted by,

Liz Otto
County Clerk

ADMINISTRATIVE COMMITTEE MEETING

September 7, 2022

The special meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 4:30 PM on Wednesday, September 7, 2022 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. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth
Ken Bates
Brian Floeter
Dennis Mulder
Gene Thom

Other County Employees Present: Liz Otto, County Clerk; Dawn Klockow, Corporation Counsel; Sheriff Mark Podoll; Chief Deputy Matt Vandekolk

PUBLIC COMMENT – none

CLOSED SESSION

- Convene into closed session under WI §19.85(1)(c) to discuss the starting salary range for a new county administrator, a position over which the committee has jurisdiction or exercises responsibility under county ordinance.

Motion/second (Thom/Mulder) to convene into Closed session at 4:32 PM. Roll call vote – Ayes - 5, Nays - 0, Absent - 0, Abstain - 0. Motion carried.

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

Motion/second (Bates/Mulder) to reconvene into Open Session at 4:47 PM. Roll call vote – Ayes - 5, Nays - 0, Absent - 0, Abstain - 0. Motion carried.

Motion/second (Floeter/Mulder) to post the County Administrator position with a salary range of \$100,000 to \$130,000. Motion carried with no negative vote.

DISCUSSION AND POSSIBLE ACTION ON COUNTY ADMINISTRATOR HIRING PROCESS TO INCLUDE:

- **Position Description**
- **Screening Matrix**
- **Position Announcement**
- **Position Profile**

Dave Bretl of Public Administration Associates, LLC (PAA) presented the documents above. Discussion held and minor changes made. *Motion/second (Bates/Thom)* to approve the position description with changes discussed. Motion carried with no negative vote. Bretl stated the position will be posted in various places as approved by the committee on September 8, 2022 with a closing date of October 7, 2022. The timeline for the remainder of the process was discussed. *Motion/second (Bates/Floeter)* to approve all documents and post the position. Motion carried with no negative vote.

ORDINANCES

- **Ordinance Amending Ch. 9 – Board of Supervisors**

Corporation Counsel Dawn Klockow explained the amendment was requested as a result of quorum issues at committee meetings. Klockow stated this would have to pass by a ¾ majority at County Board. ***Motion/second (Thom/Mulder)*** to approve the ordinance and forward to County Board for final approval. Motion carried with no negative vote.

COMMITTEE DISCUSSION

- **Future Meeting Dates:** October 17, 2022 @ 3:00 PM
- **Future agenda items for action & discussion:** Closed Session to review County Administrator candidates

ADJOURNMENT

Chair Abendroth adjourned the meeting at 5:59 PM.

Submitted by,

Liz Otto
County Clerk

DRAFT

ADMINISTRATIVE COMMITTEE MEETING

October 17, 2022

The special meeting of the Administrative Committee was called to order by Chairman Dave Abendroth at 3:00 PM on Wednesday, October 17, 2022 in the County Board and via remote access at the Government Center, 571 County Road A, Green Lake, WI. The meeting was held both in person and via remote access. The requirements of the open meeting law were certified as being met. The pledge of allegiance was recited.

Present: Dave Abendroth
Ken Bates
Brian Floeter
Dennis Mulder (remote)

Other County Employees Present: Samantha Stobbe, Deputy County Clerk; Dawn Klockow, Corporation Counsel; Becki Sonnenberg, IT

PUBLIC COMMENT – none

CLOSED SESSION

- Convene into closed session under WI §19.85(1)(c) for discussion and action on final candidates for County Administrator position.

Motion/second (Bates/Floeter) to convene into Closed session at 3:04 PM. Roll call vote – Ayes - 4, Nays - 0, Absent - 1, Abstain - 0. Motion carried.

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

Motion/second (Bates/Mulder) to reconvene into Open Session at 4:45 PM. Roll call vote – Ayes - 4, Nays - 0, Absent - 1, Abstain - 0. Motion carried.

Motion/second (Floeter/Bates) to proceed with the four candidates discussed in closed session for the meet and greet. Motion carried with no negative vote.

COMMITTEE DISCUSSION

- **Future Meeting Dates:** October 24, 2022 Meet & Greet, November 7, 2022 @ 4:30PM
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chair Abendroth adjourned the meeting at 5:05PM.

Submitted by,

Samantha Stobbe
Deputy County Clerk



GREEN LAKE COUNTY
OFFICE OF CORPORATION COUNSEL

Dawn N. Klockow
Corporation Counsel

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

MEMORANDUM

TO: Green Lake County Administrative Committee

CC: Catherine Schmit, County Administrator

FROM: Dawn N. Klockow

DATE: 11/1/2022

RE: Third Quarter 2022 Report on Activity
2022 Administrative Committee Reports, CR22-0119

Honorable members of the Administrative Committee,

This will be my last quarterly report to you as my last day with the County is November 29, 2022.

Our office continues to provide legal services to the County Board, elected officials and County Departments. In the month of July, we opened 44 files and closed 34, with a remaining case load of 157 files. In the month of August, we opened 24 files and completed 42, with a remaining case load of 132 files. In September we opened 27 files and completed 29 and finished the quarter with 132 open files. Our office currently has 124 open files as of November 1st.

My new legal assistant, Tami Toth, began her duties on August 16, 2022. She has a paralegal background which has been extremely helpful, and her knowledge of legal forms, drafting and research is an asset to the office. She is learning her new role and is doing well.

I continued to perform my duties as the contracted attorney for the child support agency. The following is a breakdown of the hours spent on child support matters for each month. The county recoups some of the time through grant funding.

Child support time:

Month	Hours
July	7
August	10.4
September	2.2

I also continued to perform my duties as the contracted attorney for HHS for Children in Need of Protection and Services cases (27 open), and Termination of Parental Rights cases (2 open). For the month of July, we billed \$729.00 with an expected grant of \$291.60. For the Month of August, we billed \$999.00 with an expected grant of \$399.60. For the month of September, we billed \$135.00 with an expected grant of \$54.00.

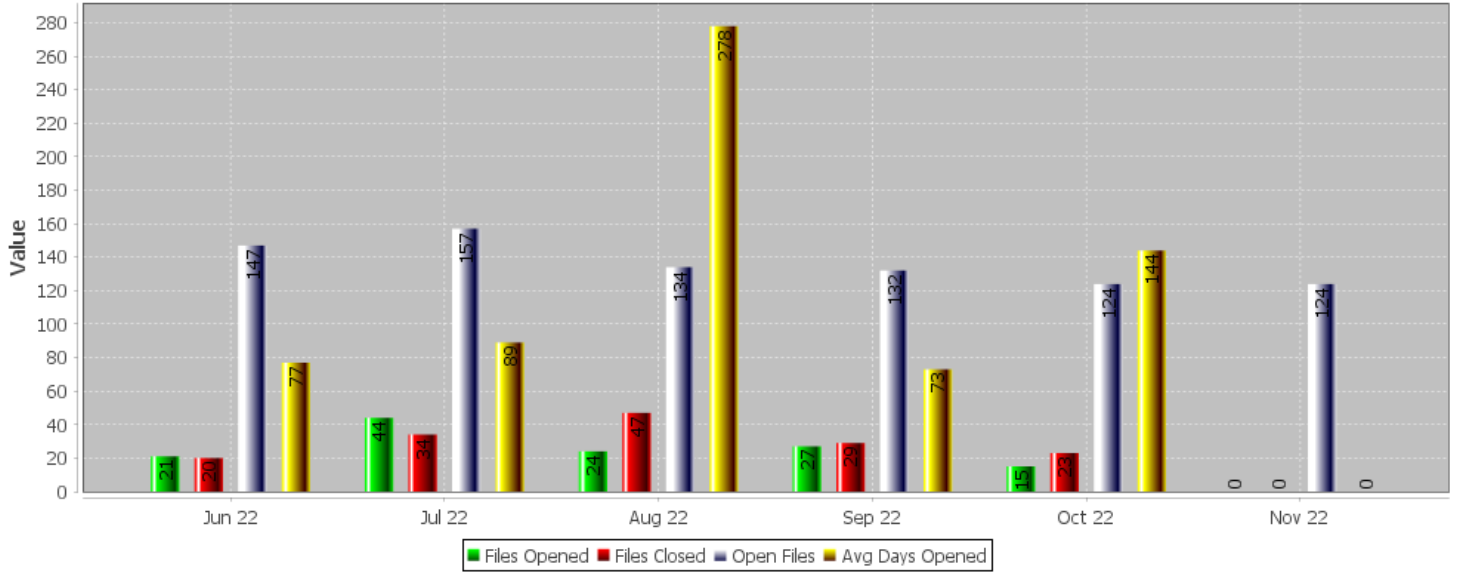
I attended the following seminars, conference, and webinars in the third quarter:

- Public Sector Town Hall; Conflicts of Interest on July 20th.
- Public Sector Town Hall; Collective Bargaining on August 2nd
- Breakfast briefing; Employee Handbooks on August 3rd
- Opioid Abatement Summit (WCA) on August 22nd
- Public Sector Town Hall; Social Media Issues on September 15th
- WCA Conference on September 19th
- Wisconsin Association of County Corporation Counsels fall conference on September 20th
- Aegis Corporation Counsel/Defense Counsel forum on September 30th

I also taught my final mental health laws seminar with UW Green Bay Behavioral Health Training Partnership on September 13-14th. Due to a revamp of the curriculum, they did not offer a contract extension for 2023, which is moot point due to my departure from the county.

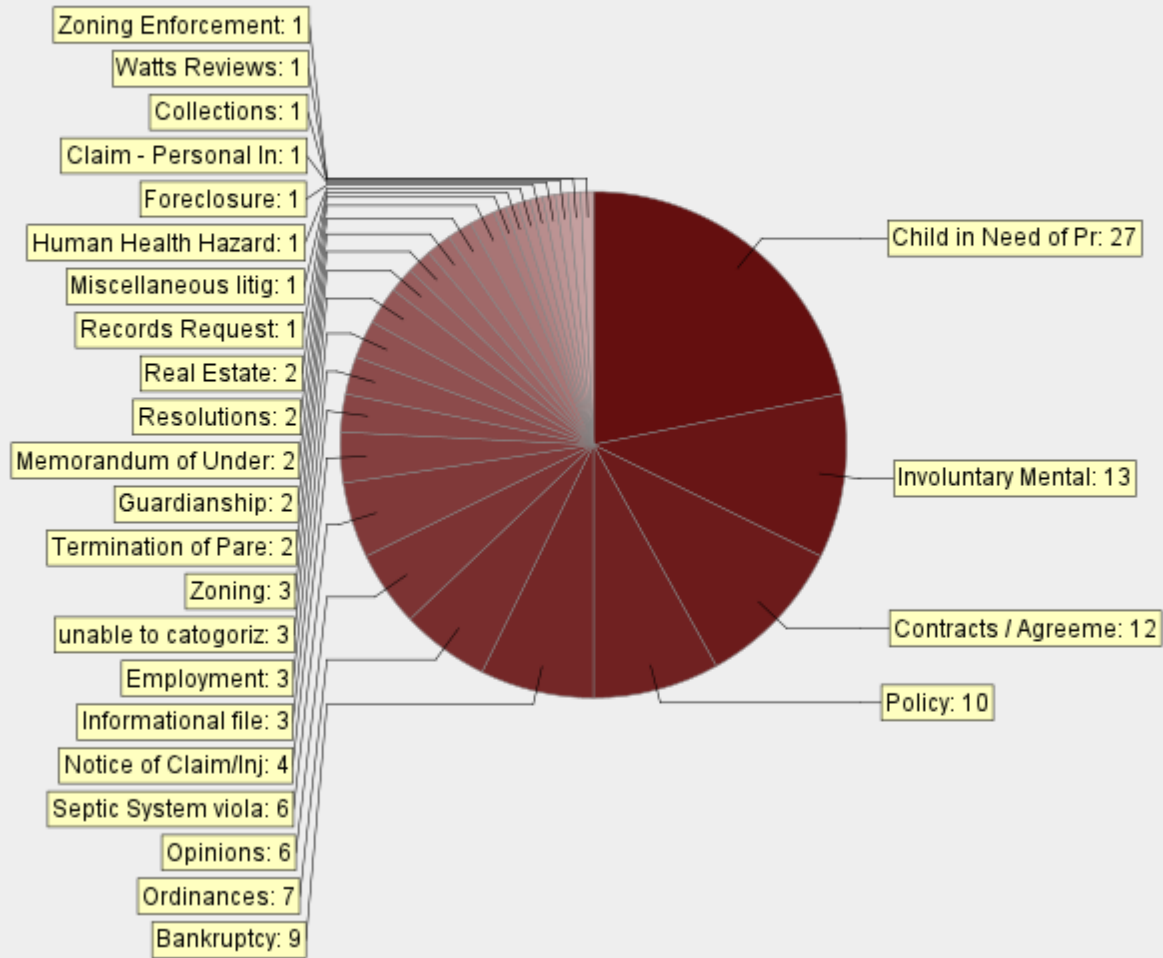
It has been an honor and a pleasure serving as the Green Lake County Corporation Counsel.

File Activity/Aging



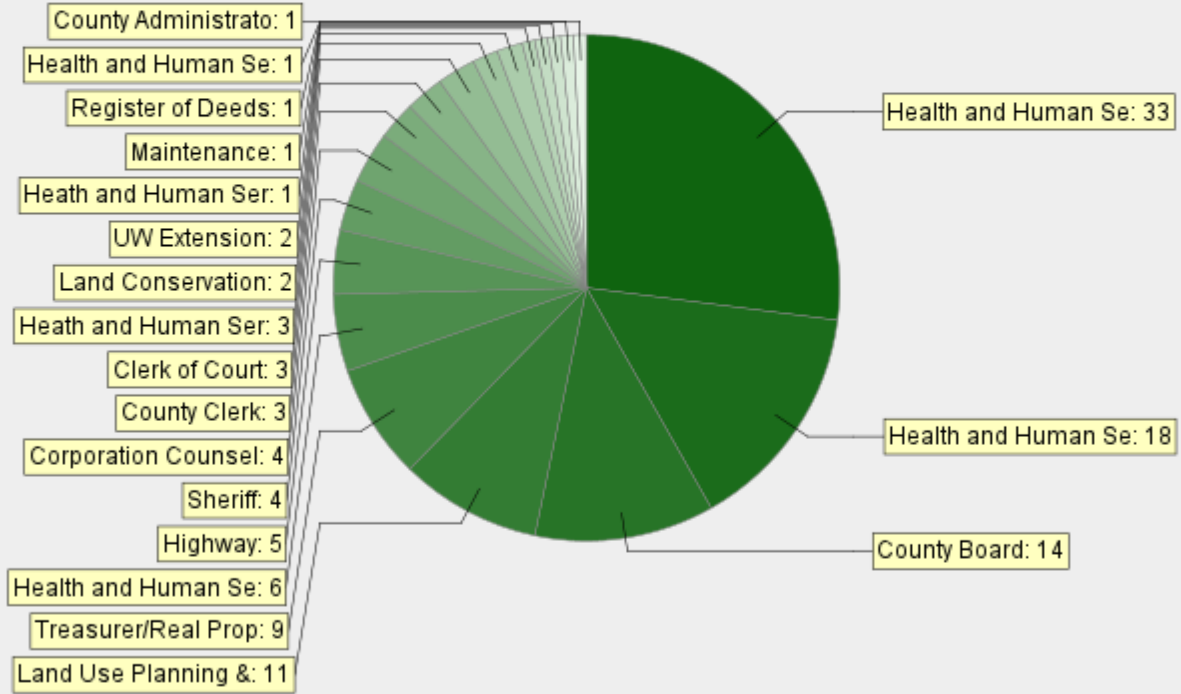
[Print](#) [Close](#)

Open Files per Category



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Open Files per Department



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GREEN LAKE COUNTY OFFICE OF THE COUNTY CLERK

Elizabeth Otto
County Clerk

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

ADMINISTRATIVE COMMITTEE COUNTY CLERK QUARTERLY REPORT November 8, 2022

Activities in the County Clerk's office for third quarter of 2022 includes:

- ❖ My office has been busy with preparations for the November 8, 2022 General Election. We are anticipating an extremely high turnout. I am coordinating with the Sheriff's Office to make sure there are adequate security measures in place at both the polling places during voting hours and at the Government Center the night of the election. I have received numerous public records requests over the course of the past few months and there is still a lot of controversy regarding voting systems and perceived election fraud dating back to November of 2020. In order to counteract some of the negativity, I am instituting a voluntary audit of two random municipalities at the county canvass on November 14. We will draw names of two municipalities and hand count ballots at the canvass.
- ❖ We have undergone a number of changes related to County Board and other committee meetings in the past few months. With the switch to Microsoft Teams from Zoom and to the OpenMeeting system from Roll Call Pro, Samantha is now attending every County Board meeting to help out due to the increased workload. I also worked with IT to install a new camera system in the County Board room.
- ❖ I attended the WCA conference in September in Wisconsin Dells. Wisconsin Counties Association (WCA) did a great job as always of providing pertinent information, vendor contacts, and entertainment for supervisors. My County Clerk's association (WCCA) also meets during this conference to provide us all with the opportunity to network and further our education.
- ❖ Our passport numbers have increased dramatically over previous years. We have had several people come from other counties due to various reasons including the fact that we don't require appointments. However, I have also heard more than one person say that they came to our office because they were told that we are so friendly and helpful. I think that's a great testament to my staff and I want to thank them for that!!
- ❖ I worked closely with the Administrative Committee, Public Administration Associates (PAA, LLC), and County Board Chair Dave Abendroth in the search for a new County Administrator by coordinating meetings, tours, and the "meet and greet". The search is now complete with Catherine Wylie coming onboard on December 1. I believe the process went very smoothly and the Department Heads were pleased to be included in the process.
- ❖ This was our first year of open enrollment with the state health insurance plan. I think it went fairly smoothly. Samantha and I are in the process of entering the changes to both the health plan and our dental/vision options.

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

Respectfully submitted,
Elizabeth Otto
Elizabeth Otto
County Clerk



Green Lake County Information Technology Department

Bill Hutchison, Information Technology Director
bhutchison@greenlakecountywi.gov (920) 294-4160

November 8th, 2022

Memo to Administrative Committee.

Highlights of Information Technology Department activity since the last report to this committee:

- All budgeted capital IT projects for 2022 completed.
- Continued providing monthly security trainings for all employees.
- Since last report, setup 8 new employee accounts and decommissioned 12 that left employment.
- Continued weekly security updates and patching of all IT systems.
- Completed and turned in 2023 IT budget.
- Continued work to refresh or remove outdated software packages across organization.
- On-going management work for iPhone and iPad fleet.
- Participated in TIME system audit.
- All batteries replaced in 2 main building UPS systems.
- Attended State Cyber Response Team quarterly training and exercise days.
- Staff attended State cyber security event days at UW-Oshkosh.
- Handed multiple door card access change request from County Clerk's office.
- Made switch from Roll Call to Open Meeting software before vendor EOL deadline.
- Continue introducing OneDrive to a number of departments for their expanding needs.
- HHS completed migration over to Avatar NX RMS and other new modules.
- Began rolling out secure password management to employees.
- Setup iPads for Nurse's diabetes program for public health.
- Asked by County Clerk to provide better video camera and recordings for the County Board room.
- Attended demo of County Administrator's new financial software.
- Assisted employees moving to MS Teams meetings.
- Participated in County Administrator interviews.
- Upgrades completed to Treasurer's main software package.
- Finished a second-round of 2022 evaluations of IT staff as required by County Administrator.
- Upgrades completed to our AD domain.
- Switched print management providers since previous was ending service.
- Participated in County Emergency Management EOC training day.
- 17 new Toughbook MDCs rolled out to Sheriff's Office.
- Modifications for usability to County's public website made at the request of departments.

Respectfully submitted,

Bill Hutchison
Information Technology Director



GREEN LAKE COUNTY

OFFICE OF THE REGISTER OF DEEDS

Renee Thiem-Korth
Register of Deeds

Office: 920-294-4021
FAX: 920-299-5075

November 2, 2022

Memo to the Administrative Committee:

RE: Register of Deeds Office July to September 2022

Highlights for the Register of Deeds office for the 3rd quarter of 2022

- Our AVID software has now been in place for a little over a year. We are continuing to attend Fidlar trainings online. These trainings have been very helpful, we are still learning many new things our software can do.
- Both Deputies are settling into their individual rolls in the office. Both are crossed trained, but each has found their preferred area. Sue Kiener has taken an active role in processing the vital records. And Pam Weber has stepped up for our real estate. This has been working well for our office. Both are doing a remarkable job.
- I hosted a Register of Deeds district meeting on October 6th. Seven of the eight Register's in our district were able to attend.
- I also attended my first Register of Deeds conference in October. The Fall conference was in Sheboygan. I went for the first day, hearing two speakers. Mark O'Connell with the WCA, spoke on Leadership. Sandy Weiland spoke on current HR issues. Both were very informative speakers.
- The Registers of Deeds association is taking a very active part in legislation for "Wisconsin Shield Act". What this will entail is eligible individuals will be able to request their names be removed from documents accessed electronically in the Register of Deeds office. These individuals include but are not limited to Judges and Law Enforcement Officers among others. Our software company, Fidlar, is already working on this as well. With Fidlar's involvement, our office will be ready when this legislation is passed.
- Our office is continuing to process real estate documents at a heightened pace from 2019. However, we are noticing some slow down from the beginning of the year. With the increase in interest rates and the decrease in available homes this was inevitable. The Register of Deeds is very effected with the rollercoaster effect of the economy on the housing market.
- We are continuing to back index our past documents. The batch of back indexing we are currently working on had a total of 15,600 documents in it. At this time, we have completed approximately 6,000 documents since the start of AVID in August 2021. There are other batches of documents totaling almost 100,000 still to do. Each document we back index has the possibility of supplying more revenue to our office and the county through copy fees and online availability.

- We are continuing to process vital records at a much higher rate than in the past. Again, this is in part to the statewide issuance of all vital records now. Funeral homes and customers in our area are very appreciative of the prompt service we offer them.
- Our foot traffic and phone calls have increased, as always, at this time of year. Largely in part to property owners requesting information about easements and right of ways. Hunting season always brings an increase of individuals to the office. We continue to help with easy searches, however we do refer more in-depth searches to title companies.
- We have helped search a few Century Farms in our County as well this year. This process we will take a quick look at and evaluate how lengthy it may be. If it is something relatively quick, we will assist, otherwise we will refer the family to a title company.
- Our office has now implemented 2 types of online payments for our external Laredo contracts. These contract holders can now pay directly to our office with a check or via credit card and ACH payments. The idea is to make the payments and documents as easily accessible as possible. We currently have 11 external Laredo accounts. Laredo is online searching of our real estate documents. There is a monthly fee associated with the amount of minutes each company would like. There is also a printing fee for documents. This allows for easy searching for the company and additional revenue for the county. The importance of accurate processing of our documents in a timely manner is of extreme importance with this option. Our documents can be viewed online as soon as we process them.
- I am currently working on getting numbers together for the past few years for our county's Wisconsin Real Estate Transfer Fee Revenues. The Register of Deeds in the State are currently bringing a resolution to their committees for adoption, which they would then like to present to the State. This resolution is requesting the State of Wisconsin revisit the 80/20 split that was implemented in 1981. The hope is the State would revisit this split and allow for more of the real estate transfer fee to stay with each county.

I have attached charts of our recordings, transfer fees, online usage and vital record numbers through the 3rd quarter of 2022 and where we are in comparison with the last few years.

Please feel free to contact me with any questions or concerns you may have.

Respectfully submitted,

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

	DOCS RECORDED	TRANSFER RETURNS PROCESSED
2019		
Jan	293	93
Feb	298	97
March	283	99
April	290	64
May	348	95
June	296	82
July	302	92
Aug	390	125
Sept	348	103
Total	2848	850
2020		
Jan	401	115
Feb	251	66
March	364	92
April	435	104
May	407	86
June	513	130
July	508	143
Aug	475	131
Sept	425	119
total	3779	986
2021		
Jan	423	97
Feb	360	85
March	530	124
April	470	112
May	410	134
June	462	119
July	357	106
Aug	363	124
Sept	372	113
Total	3747	1014
2022		
Jan	299	81
Feb	310	106
March	366	106
April	310	102
May	352	118
June	356	112
July	478	108
Aug	304	90
Sept	303	105
Total	3078	928

	Transfer Fees			
2019		state	county	total
Jan		\$ 33,389.76	\$ 8,347.44	\$ 41,737.20
Feb		\$ 14,430.48	\$ 3,607.62	\$ 18,038.10
March		\$ 19,618.08	\$ 4,904.52	\$ 24,522.60
April		\$ 13,685.52	\$ 3,421.38	\$ 17,106.90
May		\$ 29,291.28	\$ 7,322.82	\$ 36,614.10
June		\$ 17,460.48	\$ 4,365.12	\$ 21,825.60
July		\$ 19,406.16	\$ 4,851.54	\$ 24,257.70
Aug		\$ 26,373.12	\$ 6,593.28	\$ 32,966.40
Sept		\$ 36,441.12	\$ 9,110.28	\$ 45,551.40
Total		\$ 210,096.00	\$ 52,524.00	\$ 262,620.00
2020				
Jan		\$ 24,070.32	\$ 6,017.58	\$ 30,087.90
Feb		\$ 15,052.08	\$ 3,763.02	\$ 18,815.10
March		\$ 22,093.20	\$ 5,523.30	\$ 26,616.50
April		\$ 21,925.68	\$ 5,481.42	\$ 27,407.10
May		\$ 18,753.60	\$ 4,688.40	\$ 23,442.00
June		\$ 52,693.20	\$ 13,173.60	\$ 64,866.50
July		\$ 43,084.56	\$ 10,771.14	\$ 53,855.70
Aug		\$ 52,792.32	\$ 13,198.08	\$ 65,990.40
Sept		\$ 41,203.20	\$ 10,300.80	\$ 51,504.00
Total		\$ 291,668.16	\$ 72,917.34	\$ 191,235.10
2021				
Jan		\$ 24,745.68	\$ 6,186.42	\$ 30,932.10
Feb		\$ 28,321.20	\$ 7,080.30	\$ 35,401.50
March		\$ 36,605.52	\$ 9,151.38	\$ 45,756.90
April		\$ 55,181.76	\$ 13,795.44	\$ 68,977.20
May		\$ 53,993.28	\$ 13,498.32	\$ 67,491.60
June		\$ 35,432.16	\$ 8,858.04	\$ 44,290.20
July		\$ 42,732.24	\$ 10,683.06	\$ 53,415.30
Aug		\$ 35,851.44	\$ 8,962.86	\$ 44,814.30
Sept		\$ 35,950.56	\$ 8,987.64	\$ 44,938.20
Total		\$ 348,813.84	\$ 87,203.46	\$ 292,849.50
2022				
Jan		\$ 31,973.76	\$ 7,993.44	\$ 39,967.20
Feb		\$ 27,817.20	\$ 6,954.30	\$ 34,771.50
March		\$ 22,081.68	\$ 5,520.42	\$ 27,602.10
April		\$ 26,943.12	\$ 6,735.78	\$ 33,678.90
May		\$ 54,302.88	\$ 13,575.72	\$ 67,878.60
June		\$ 45,083.76	\$ 11,270.94	\$ 56,354.70
July		\$ 31,262.40	\$ 7,815.60	\$ 39,078.00
Aug		\$ 39,544.08	\$ 9,886.02	\$ 49,430.10
Sept		\$ 45,910.32	\$ 11,477.58	\$ 57,387.90
Total		\$ 324,919.20	\$ 81,229.80	\$ 299,331.00

	Online Revenue				
2019	Laredo	Prints	Tapestry	Total	
Jan	\$ 2,141.75	\$ 720.00	\$ 385.75	\$ 3,247.50	
Feb	\$ 2,363.12	\$ 719.00	\$ 496.25	\$ 3,578.37	
March	\$ 2,506.00	\$ 712.00	\$ 478.25	\$ 3,696.25	
April	\$ 2,519.71	\$ 829.50	\$ 648.25	\$ 3,997.46	
May	\$ 2,584.61	\$ 920.00	\$ 564.75	\$ 4,069.36	
June	\$ 2,237.32	\$ 743.00	\$ 529.00	\$ 3,509.32	
July	\$ 2,232.00	\$ 984.00	\$ 585.50	\$ 3,801.50	
Aug	\$ 2,330.93	\$ 1,130.00	\$ 665.75	\$ 4,126.68	
Sept	\$ 2,321.75	\$ 923.50	\$ 500.25	\$ 3,745.50	
Total	\$ 21,237.19	\$ 7,681.00	\$ 4,853.75	\$ 33,771.94	
2020					
Jan	\$ 2,275.02	\$ 778.00	\$ 555.96	\$ 3,608.98	
Feb	\$ 2,282.00	\$ 874.00	\$ 487.71	\$ 3,643.71	
March	\$ 2,211.00	\$ 712.00	\$ 685.23	\$ 3,608.23	
April	\$ 2,502.25	\$ 1,129.50	\$ 749.73	\$ 4,381.48	
May	\$ 2,465.25	\$ 979.00	\$ 846.44	\$ 4,290.69	
June	\$ 2,554.00	\$ 1,192.50	\$ 548.75	\$ 4,295.25	
July	\$ 2,554.63	\$ 1,319.00	\$ 649.23	\$ 4,522.86	
Aug	\$ 2,510.00	\$ 1,444.50	\$ 1,084.40	\$ 5,038.90	
Sept	\$ 2,541.75	\$ 1,018.00	\$ 775.00	\$ 4,334.75	
Total	\$ 21,895.90	\$ 9,446.50	\$ 6,382.45	\$ 37,724.85	
2021					
Jan	\$ 2,378.35	\$ 1,259.00	\$ 912.25	\$ 4,549.60	
Feb	\$ 2,409.99	\$ 1,189.00	\$ 752.46	\$ 4,351.45	
March	\$ 2,365.40	\$ 971.50	\$ 952.09	\$ 4,288.99	
April	\$ 2,445.92	\$ 1,369.00	\$ 1,036.42	\$ 4,851.34	
May	\$ 2,420.88	\$ 1,186.50	\$ 858.48	\$ 4,465.86	
June	\$ 2,352.60	\$ 1,056.00	\$ 807.23	\$ 4,215.83	
July	\$ 2,425.04	\$ 1,015.00	\$ 1,162.61	\$ 4,602.65	
Aug	\$ 2,334.37	\$ 987.50	\$ 1,077.17	\$ 4,399.04	
Sept	\$ 2,416.83	\$ 1,363.00	\$ 884.98	\$ 4,664.81	
Total	\$ 21,549.38	\$ 10,396.50	\$ 8,443.69	\$ 40,389.57	
2022					
Jan	\$ 2,757.18	\$ 987.50	\$ 726.42	\$ 4,471.10	
Feb	\$ 2,673.18	\$ 832.50	\$ 596.21	\$ 4,101.89	
March	\$ 2,603.50	\$ 1,127.50	\$ 808.42	\$ 4,539.42	
April	\$ 2,548.00	\$ 1,109.00	\$ 784.46	\$ 4,441.46	
May	\$ 2,505.54	\$ 847.50	\$ 766.44	\$ 4,119.48	
June	\$ 2,637.00	\$ 1,080.50	\$ 665.98	\$ 4,383.48	
July	\$ 2,513.00	\$ 997.00	\$ 803.98	\$ 4,313.98	
Aug	\$ 2,620.25	\$ 1,224.50	\$ 1,726.25	\$ 5,571.00	
Sept	\$ 2,560.50	\$ 802.00	\$ 806.46	\$ 4,168.96	
Total	\$ 23,418.15	\$ 9,008.00	\$ 7,684.62	\$ 40,110.77	

		Vitals			
		Birth	Death	Marriage	Total
2019					
Jan		55	389	42	486
Feb		70	351	28	449
March		110	353	33	496
April		73	373	30	476
May		79	385	47	511
June		77	262	54	393
July		89	357	67	513
Aug		92	657	78	827
Sept		99	360	160	619
Total		744	3487	539	4770
2020					
Jan		94	421	28	543
Feb		107	354	31	492
March		91	459	35	585
April		27	376	22	425
May		46	500	32	578
June		77	393	101	571
July		66	370	63	499
Aug		83	329	127	539
Sept		62	375	89	526
Total		653	3577	528	4758
2021					
Jan		54	468	60	582
Feb		52	455	22	529
March		60	416	27	503
April		89	407	50	546
May		34	357	44	435
June		65	415	69	549
July		50	394	66	510
Aug		63	480	74	617
Sept		47	443	123	613
Total		514	3835	535	4884
2022					
Jan		64	559	32	655
Feb		44	524	24	592
March		88	493	14	595
April		50	344	38	432
May		49	288	75	412
June		85	619	79	783
July		72	372	53	497
Aug		51	350	78	479
Sept		51	494	55	600
Total		554	4043	448	5045



GREEN LAKE COUNTY

OFFICE OF THE COUNTY TREASURER

Jessica McLean
Treasurer

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

Below is an outline of the activity in the County Treasurer's office over the last 3 months:

- ✓ August 31st ended with unpaid taxes in the amount of \$564,117.28, which was 1.03% of the 2021 tax roll.
- ✓ On Thursday, August 20th, the August Settlement was completed. This is the process where all the taxing jurisdictions within the County received their final funds from the 2021 levied tax amount. The total of this disbursement was \$7,673,482.03.
- ✓ On September 1st, we issued certificate numbers to 390 parcels with delinquent 2021 taxes.
- ✓ Finalized 2023 budget.
- ✓ Bond Payment was made in September for the Government Center.
- ✓ Stefanie Meeker joined our team as the Real Property Lister/Deputy Treasurer, we are thrilled to have her back in this office.
- ✓ Continue to work on the In-Rem process on these parcels that have delinquent 2018 taxes. We currently have 25 parcels on our list.
- ✓ Received the final 2022 assessment rolls and all municipalities are now entered into the tax system.
- ✓ Attended WCTA conference and fall meeting in New Glarus.
- ✓ I enrolled Green Lake County in the Wisconsin Help for Homeowners Program. The funds from this program are used to pay tax bills for eligible homeowners within the State of Wisconsin who have experienced a financial hardship due to COVID. I expect we will see more of these payments to come in before the program funding is expended.
- ✓ Coming up in the 4th quarter
 - In December, we will be busy calculating and printing the tax bills for all towns, villages, and cities. We continue to collect first installment taxes for 10 of our 16 municipalities. This will be the last tax year that the County will collect the first installment for all municipalities.

Respectfully submitted,

Jessica McLean

County Treasurer