

**FINANCE COMMITTEE**  
**February 28, 2024**

The meeting of the Finance Committee was called to order by Chair Harley Reabe on Wednesday, February 28, 2024 at 3:00 PM, in the County Board Room and via remote access 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 (remote)	Absent:	Brian Floeter
	Don Lenz		
	Dennis Mulder (remote)		
	Harley Reabe		

Other County Employees Present: Cate Wylie, County Administrator; Liz Otto, County Clerk; Ken Stephani, Finance Director; Jeff Mann, Corporation Counsel; Jessica McLean, County Treasurer; Ken Stephani, Finance Director

**MINUTES OF 01/24/2024 AND 02/20/2024**

*Motion/second (Mulder/Lenz)* to approve the minutes of the 01/24/2024 and 02/20/2024 meetings with no additions or corrections. Motion carried with no negative vote.

**PUBLIC COMMENT**

Tony Daley of the Berlin Journal asked that everyone speak clearly into their microphones during the meeting.

**APPEARANCES**

- **Jim Clark, Little Green Lake Association – request for ARPA funds**

Jim Clark appeared to request approximately \$34,363 in ARPA funds to pay for the Little Green Lake Management Plan update which is required every 5 years. In the past this has been paid by grant funds but the association's grant application was denied this year. Clark outlined the scope of residents living on the lake and the use of the lake. Questions and discussion followed.

- **Sheriff Mark Podoll – request for ARPA funds**

Sheriff Mark Podoll stated that at the September 2023 Finance meeting he was instructed to provide further information in regard to the purchase of a new command vehicle using ARPA funds. Podoll handed out plans for a truck that would cost between \$660,000 - \$680,000. Emergency Management Director Gary Podoll explained the concept of a command vehicle and when and where it could be utilized. Questions and discussion followed. This will be put on the March agenda for possible action.

**TREASURER'S MONTHLY REPORT**

- **Tax Collection Update**
- **January Financial Reports**
- **Sales Tax Update**

Treasurer Jessica McLean stated that the February settlement is complete. Sales tax was down slightly in January.

**IN REM UPDATE**

Treasurer Jessica McLean stated that there are 10 properties provided in the packet that are currently in the in rem process with a court date set for March 4, 2024. One property has been paid but funds have not yet cleared the bank. McLean went through each property and explained that two of them currently have raze orders associated with them so there are special assessments that need to be considered with those. Corporation Counsel Jeff Mann provided input on the process and his recommendations regarding the properties. *Motion/second (Mulder/Lenz)* to move forward with taking of all properties except Davis and Francisco. Discussion held. **Mulder withdrew his motion. Motion/second**

(*Mulder/Dretske*) to proceed with court action on all properties except Davis and Francisco with all properties subject to removal pending certified payment prior to the court date. Motion carried with no negative vote.

Supervisor Luke Dretske left the meeting at 4:00 PM.

#### **DISCUSSION AND REVIEW OF ARPA FUNDS**

Finance Director Ken Stephani provided an update to ARPA funds with corrections made to the Land Conservation request. Stephani stated that all interest made on the funds must be repaid. Total funds currently total \$888,534 but there are funds being returned for the communications tower upgrade which would then bring it to \$1,169,073.

#### **REQUEST TO UPDATE THE LINE ITEM TRANSFER AND NOTICE OF BUDGETARY ADJUSTMENT FORMS**

Finance Director Ken Stephani outlined the updated forms and gave an explanation on the approval process. No action required.

#### **REQUEST FOR FUNDS OF \$2,550 TO BE ADDED TO THE FAIR BUDGET FOR THE FAIREST OF THE FAIR PROGRAM**

Fair Coordinator Stacy Graff provided an overview of the reason for the budget. *Motion/second (Mulder/Lenz)* to approve the budget adjustment. Motion carried with no negative vote.

#### **REQUEST FOR FUNDS OF \$1,128 FOR LAND CONSERVATION VEHICLE REPAIR**

Finance Director Ken Stephani explained the need for funds to repair the county owned Land Conservation vehicle. *Motion/second (Lenz/Mulder)* to approve and forward to County Board for final approval. Motion carried with no negative vote.

#### **FINANCE DIRECTOR REPORT**

Finance Director Ken Stephani updated the committee on the new meal reimbursement rate and expanded on his submitted report.

#### **BUDGET REVIEW OF REVENUES AND EXPENDITURES**

Finance Director Ken Stephani went through the new format he is using for the revenue/expenditure report.

#### **SUPERVISOR/LAY PEOPLE MONTHLY CLAIMS**

- Supervisor claims - \$2,270.86
- Lay People - \$116.80

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

#### **COMMITTEE DISCUSSION**

- Future meeting dates: Regular meeting – March 27, 2024 @ 3:00 PM
- Future agenda items for action & discussion: ARPA fund request for command vehicle and Little Green Lake Association

#### **ADJOURNMENT**

Chair Reabe adjourned the meeting at 4:25 PM.

Submitted by,

Liz Otto  
County Clerk