



GREEN LAKE COUNTY
571 County Road A, Green Lake, WI 54941

Original Post Date: 06/17/2020

Amended Post Date:**

The following documents are included in the packet for the Finance Committee on June 24, 2020:

- 1) Amended Agenda
- 2) Minutes from 05/20/20
- 3) Treasurer's Report
- 4) Resolution relating to 2021 Pay for Performance
- 5) Line Item Transfers
- 6) Budget Adjustments



**GREEN LAKE COUNTY
OFFICE OF THE COUNTY CLERK**

*Elizabeth Otto
County Clerk*

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

***Finance Committee
Meeting Notice***

***Date: June 24, 2020 Time: 4:30PM
The Green Lake County Government Center, County Board Room
571 County Road A, Green Lake WI***

Amended AGENDA*

**Committee
Members**

*Harley Reabe, Chair
Brian Floeter, Vice-
Chair
Don Lenz
David Abendroth
Dennis Mulder*

*Elizabeth Otto,
Secretary*

1. Call to Order
2. Certification of Open Meeting Law
3. Pledge of Allegiance
4. Minutes: 05/20/2020
5. Public Comments (3 Min. Limit)
6. Treasurer's Monthly Report
 - Tax Collection Update
 - May Financial Reports
 - Sales Tax Update
7. In-Rem Update
8. Open and Take Action on In Rem Bids
9. Update on Delinquent Loans Held and Administered by TREDC
10. *Resolutions
 - *2021 Pay for Performance
11. Budget Review
12. Line Item Transfer
 - County Clerk- Insurance
13. Budget Adjustment
 - Corporation Counsel-Training Revenue/Travel
 - *County Administrator-Carryover Corrections
14. Supervisor/Lay People Monthly Claims
15. Committee Discussion
16. Future Meeting Dates: Regular Meeting 07/22/2020
17. Future Agenda items for action & discussion:
18. Adjourn

Due to the COVID-19 pandemic, this meeting will be conducted and available through in person attendance (6 ft. social distancing required) or audio/visual communication. Remote access can be obtained through the following link:

Join Zoom Meeting

<https://zoom.us/j/99321262201?pwd=Vk5neURXM1hFaWlmQzA4U2Rmb21lUT09>

Meeting ID: 993 2126 2201

Password: 993892

Dial by your location

+1 929 436 2866 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 993 2126 2201

Kindly arrange to be present, if unable to do so, please notify our office.

Sincerely,

Elizabeth Otto, County Clerk

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.

FINANCE COMMITTEE
May 20, 2020

The meeting of the Finance Committee was called to order by County Clerk Liz Otto on Wednesday, May 20, 2020, 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 (in person): Dave Abendroth
Brian Floeter
Don Lenz
Dennis Mulder
Harley Reabe

Other County Employees Present: Cathy Schmit, County Administrator (Zoom); Liz Otto, County Clerk; Amanda Toney, Treasurer; Ed Tetzlaff, Financial Manager (Zoom), Dawn Klockow, Corporation Counsel (Zoom); Jason Jerome, HHS Director; Kayla Yonke, HHS Financial Manager

ELECTION OF CHAIR

Motion/second (Lenz/Mulder) to nominate Harley Reabe for Chair. *Motion/second (Floeter/Abendroth)* to nominate Dave Abendroth for Chair. Clerk Otto called for nominations 3 times. Vote taken by a show of hands. Reabe – 3 (Mulder, Lenz, Reabe), Abendroth – 2 (Floeter, Abendroth). Reabe declared Chair of the Finance Committee.

ELECTION OF VICE CHAIR

Dennis Mulder nominated Brian Floeter for Vice Chair. Harley Reabe called for nominations 3 times. *Motion/second (Mulder/Abendroth)* to close the nominations and cast a unanimous ballot for Brian Floeter. Motion carried with no negative vote.

MINUTES

Motion/second (Mulder/Abendroth) to approve the minutes of the March 25, 2020 meeting with no additions or corrections. Motion carried with no negative vote.

TREASURER'S MONTHLY REPORT

- **Tax Collection Update**
Treasurer Amanda Toney updated the committee on current tax collection. Discussion held on possible consequences due to COVID-19.
- **March/April Financial Reports**
Treasurer Amanda Toney reviewed the financial reports for March and April. Discussion held on the drastic change in interest rates.
- **Sales Tax Update**
Discussion held on the projected sales tax revenue in the coming months due to the pandemic.

DISCUSSION AND POSSIBLE ACTION ON ACT 185

Treasurer Amanda Toney explained the process involved if the committee chooses to approve Act 185. Discussion held. *Motion/second (Abendroth/Floeter)* to postpone action indefinitely. Motion carried with no negative vote.

IN REM UPDATE

Treasurer Amanda Toney updated the committee on the current properties within the in rem process.

OPEN AND TAKE ACTION ON IN REM BIDS

Chair Harley Reabe opened the 3 bids received.

- W4827 Cradle Road, Princeton (minimum bid of \$36,943.73)
 - 1) Bid received for \$18,000 with \$2,000 down from Don Blazer.
 - 2) Bid received for \$45,215 with \$5,000 down from Derek Kavanaugh*Motion/second (Mulder/Lenz)* to accept the bid from Derek Kavanaugh for \$45,215. Motion carried with no negative vote.

- 629 S. Clinton St., Princeton (minimum bid of \$26,929.56)
 - 1) Bid received for \$35,215 with \$5,000 down from Derek Kavanaugh*Motion/second (Abendroth/Mulder)* to accept the bid from Derek Kavanaugh for \$35,215. Motion carried with no negative vote.

TREDC UPDATE

Chair Reabe stated there is a meeting on Friday, May 22 so more details will be available at the next meeting.

UPDATE ON DELINQUENT LOANS HELD AND ADMINISTERED BY TREDC

Corporation Counsel Dawn Klockow stated she is in the early stages of collection on one outstanding loan.

BUDGET REVIEW

March and April revenues and expenditures were reviewed. Discussion held.

SUPERVISOR'S/LAY PEOPLE MONTHLY CLAIMS

Supervisor's claims: \$1,195.74

Motion/second (Mulder/Floeter) to approve supervisor claims. Motion carried with no negative vote.

COMMITTEE DISCUSSION

- **Future meeting dates: Regular meeting – June 24, 2020 @ 4:30 PM.**
- **Future agenda items for action & discussion:**

ADJOURNMENT

Chair Reabe adjourned the meeting at 5:28 PM.

Submitted by,

Liz Otto
County Clerk



GREEN LAKE COUNTY

OFFICE OF THE COUNTY TREASURER

Amanda R. Toney
Treasurer and Real Property Lister

Office: 920-294-4018
FAX: 920-294-4009

June 17, 2020

MEMO TO FINANCE COMMITTEE

The May sales tax deposit was \$119,338.16. At this point in the year, we are \$60,125.65 ahead in sales tax dollars compared to this time last year. Next month will be very telling figure for the county.

Total boat launch fees collected as of May 31, 2020 was \$14,390.59. On May 31, 2019, the total fees collected were \$9,069.00. That is an increase of \$5,321.59 for this year. I am cautiously optimistic that the automated boat launch machines will be up and running before this office get busy with tax collections.

Our average interest rate is slightly higher at the end of May. We can discuss the reason for this at the meeting.

Tax Collection Update

As of 6-17-20: We have \$7,718,702.33 left to collect, which is 19% of the total 2019 Real Estate taxes.

As of 6-19-19: We had \$7,796,778.65 left to collect, which is 18% of the total 2018 Real Estate taxes.

We mailed out second installment reminders in the first part of June. We have seen an increase in mail, phone calls and taxpayers coming into the office to pay their second installment amounts.

In-Rem Update

There are no major updates on these properties. We still have 44 parcels on the list. I am having discussions with Corporation Counsel regarding the best way to proceed with the parcels.

Normally I would have attended the annual Wisconsin County Treasurer's Association conference earlier this month. Like everything else, this conference was cancelled but we are having association meetings to accomplish some of the agenda items. We recently had an economic forecast webinar and they are projecting that rates will not return to where we were at the beginning of the year for another 12 to 18 months.

Stef has imported and balanced with eleven of the sixteen municipalities on their real estate and personal property assessment rolls. We have not heard a word from one assessor. This assessor has contacts with four of the 16 municipalities.

Per the June credit card statement, we have a balance of 2,091,664 credit card points. The county has earned an additional 52,305 points this statement. This calculates to \$20,916.64.

Respectfully submitted,

Amanda R Toney

GREEN LAKE COUNTY TREASURER'S REPORT

MAY 2020

CASH BALANCE: 04-30-2020 83,094.44

RECEIPTS:

General:	1,006,400.26
Redemption Tax - Principle:	18,828.48
Redemption Tax - Interest	4,089.57
Redemption Tax - Penalty	2,044.82
Postponed & Delinquent Tax - Principle:	208,878.59
Postponed & Delinquent Tax - Interest:	1,586.67
Postponed & Delinquent Tax - Penalty	793.34
Sales Tax Deposit from State	119,338.16
Wire from Farmers & Merchants	1,000,000.00
Transfer from LGIP	155,000.00
Personal Property Aid-State of Wisconsin	122,542.24
CD from CCF Bank	167,720.51

TOTAL RECEIPTS: 2,807,222.64 2,890,317.08

DISBURSEMENTS:

General Maintenance:	1,295,556.75
Direct Deposit Payroll	535,460.90
DHHS Deposit to LGIP	315,214.05
Payroll deductions and taxes	401,654.18
Sales Tax Money Transfer to LGIP	113,659.11
Bank fees (Security Token and RDC)	58.00
Real Estate Transfer Fees	21,924.96
Transfer to Flex/HRA account	7,435.32
Returned Checks from Previous Months	2,606.43

TOTAL DISBURSEMENTS: 2,693,569.70

TREASURER'S CASH BALANCE: 05/31/20 196,747.38

BANK RECONCILIATION

Green Lake Horicon Bank-Checking:	690195	189,791.88
Green Lake Horicon Bank - Money Market:	690224	<u>241,595.09</u>

TOTAL 431,386.97

Less Outstanding Checks 234,639.59

Available Bank Balance 196,747.38

CASH BALANCE	196,747.38
TREASURER'S CASH	<u>196,747.38</u>
DIFFERENCE	0.00

GREEN LAKE COUNTY TREASURER'S REPORT

MAY 2020

RECONCILIATION OF RECEIPTS & DEPOSITS

Cash in Office	April 30, 2020	0.00
Total Receipts	MAY 2020	<u>0.00</u>
SUB TOTAL		0.00
Less Deposits for Month:		<u>0.00</u>
Cash in Office	5/31/2020	0.00

PROOF OF OUTSTANDING CHECKS

Outstanding Checks	April 30, 2020	378,527.61
Total Disbursements	MAY 2020	2,693,569.70
SUB TOTAL		<u>3,072,097.31</u>
Less Checks Cashd by Bank		2,278,214.09
DHHS Deposit to LGIP		315,214.05
Payroll deductions and taxes		120,270.72
Sales Tax transfer to LGIP		113,659.11
Bank fees (Security Token and RDC)		58.00
Transfer to Flex/HRA account		7,435.32
Returned Checks from Previous Months		2,606.43

Outstanding Checks 5/31/2020 234,639.59

2020 INTEREST REVENUE

(PROJECTED BUDGET: \$246,000.00)

1/31/20 Money Markets	January Interest	\$9,365.54
1/31/20 Certificate of Deposits	January Interest	\$9,433.33
2/29/20 Money Markets	February Interest	\$9,229.90
2/29/20 Certificate of Deposits	February Interest	\$3,914.15
3/31/20 Money Markets	March Interest	\$11,758.68
3/31/20 Certificate of Deposits	March Interest	\$2,001.71
4/30/20 Money Markets	April Interest	\$9,926.68
4/30/20 Certificate of Deposits	April Interest	\$8,071.18
5/31/20 Money Markets	May Interest	\$8,855.16
5/31/20 Certificate of Deposits	May Interest	\$1,074.95

TOTAL \$73,631.28

HORICON BANK ACCOUNTS

Balance as of 05/31/20

Flex/HRA Checking Account #2395	\$5,185.50
Flex/HRA Money Market Account #2366	\$187,558.07
Gelhar Escrow Account #8674	\$34,825.99

GREEN LAKE COUNTY TREASURER'S REPORT

INVESTMENTS MAY 2020

LOCAL GOVERNMENT INVESTMENT POOL

#824000

Date		Account #01
04/30/20	Balance L.G.I.P.	2,181,284.54
05/01/20	Transfer to Checking	-55,000.00
05/05/20	HFS Comm Aids	23,984.00
05/05/20	DCF Sparc Pmt	29,036.09
05/08/20	DCF Sparc Pmt	1,340.00
05/15/20	Transfer to Checking	-100,000.00
05/21/20	DCF Sparc Pmt	11,541.96
05/28/20	HFS Comm Aids	249,312.00
05/31/20	Interest	357.17
05/31/20	Balance L.G.I.P.	\$2,341,855.76

Date Started **INSTITUTIONS**

			PRINCIPLE	YIELD RATE	DUE DATE	
07/03/19	First Business Bank**	12 month	#702123499	510,841.33	2.60%	07/03/20
01/28/20	Farmers & Merchants Bank CD**	6 month	#719785	1,000,000.00	1.75%	07/28/20
01/31/20	Associated Bank**	6 month	#2912997471	1,000,000.00	1.40%	07/31/20
09/26/19	Farmers & Merchants Bank CD**(CDARS)	12 month	#1023046241	1,022,437.88	1.98033%	08/26/20
12/01/17	Farmers & Merchants Bank CD**	12 month	#704462	2,000,000.00	2.00%	01/01/21
04/20/11	Farmers & Merchants Bank**	Money Market	310818	570,925.09	1.75%	
09/26/18	Farmers & Merchants Bank**(ICS)	Money Market	310818	2,549,341.83	1.00%	
02/13/20	ERGO Bank**	Money Market	70002620	1,004,180.40	1.75%	
03/01/20	Fortifi Bank**(ICS)	Money Market	4204930	4,015,717.90	1.80%	
11/01/15	Horicon Retirement	Money Market	1424497	18.89	0.50%	
08/05/13	Ripon Horicon Bank	Money Market	831744	5,224.41	0.15%	
TOTAL				\$13,678,687.73		

** Collateralized Investment

SALES TAX

	2020 PRINCIPLE	2020 INTEREST	TOTAL SALES TAX	Retailer Collection Period
BALANCE 12/31/19			2,606,244.32	
01/31/20	99,052.48	15,010.41	114,062.89	October, 2019
02/29/20	128,731.85	4,425.04	133,156.89	November, 2019
03/31/20	116,846.62	528.15	117,374.77	December, 2019
04/30/20	90,381.98	260.40	90,642.38	January, 2020
05/31/20	113,659.11	122.57	113,781.68	February, 2020
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
			0.00	
TOTAL COLLECTED IN 2020	548,672.04	20,346.57	\$3,175,262.93	
TOTAL 2020 LOAN PAYMENTS			855,878.75	
TOTAL PAID TOWARDS UPGRADES			53,972.84	
BALANCE OF SALES TAX FUNDS			\$2,265,411.34	

SALES TAX INVESTMENTS

Institution	C.D. #	Term	Principle Invested	Int. Rate	Due Date
5/31/2020 LGIP Sales Tax Account #09			739,619.50		
Associated Bank	2912981202	6 months	522,981.43	1.40%	7/27/2020
Fortifi Bank	8526203	11 months	502,810.41	2.25%	10/14/2020
Fortifi Bank	1023383485	11 months	500,000.00	2.25%	11/30/2020
Total Funds Held in Trust			\$2,265,411.34		

2020 LOAN PAYMENT HISTORY

PAYMENT DATE	LOAN PAYMENT AMOUNT	TOTAL
02/29/20	\$855,878.75	855,878.75
		\$855,878.75
		Total Paid on Loan in 2020

2020 SECURITY UPGRADES

PAYMENT DATE	PAYMENT HISTORY	TOTAL
02/06/20	IMEG	45,256.58
02/27/20	Potter Lawson	2,723.68
03/12/20	Accurate Controls	5,992.58
		\$53,972.84
		Total Paid Towards Upgrades

MAY 2020

EFFECTIVE INTEREST RATES - OVERALL

<u>INSTITUTION</u>	<u>AMOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>RATE</u>
L.G.I.P.	3,086,958.92		0.20%
First Business Bank**	510,841.33	#702123499	2.60%
Farmers & Merchants Bank CD**	1,000,000.00	#719785	1.75%
Associated Bank**	1,000,000.00	#2912997471	1.40%
Farmers & Merchants Bank CD**(CDARS)	1,022,437.88	#1023046241	1.98%
Farmers & Merchants Bank CD**	2,000,000.00	#704462	2.00%
Farmers & Merchants Bank**	570,925.09	310818	1.75%
Farmers & Merchants Bank**(ICS)	2,549,341.83	310818	1.00%
ERGO Bank**	1,004,180.40	70002620	1.75%
Fortifi Bank** (ICS)	4,015,717.90	4204930	1.80%
Horicon Retirement	18.89	1424497	0.50%
Ripon Horicon Bank	5,224.41	831744	0.15%
Horicon Bank	<u>241,595.09</u>	690224	<u>0.05%</u>
	17,007,241.74	Average APY	1.30%
<u>TOTAL INVESTED</u>	16,760,403.35	Average Investment APY	1.62%

<u>MONTHLY</u>	<u>AVERAGE</u>
January 2020	1.63%
February 2020	1.64%
March 2020	1.48%
April 2020	1.27%
May 2020	1.30%
June 2020	
July 2020	
August 2020	
September 2020	
October 2020	
November 2020	
December 2020	

Date	Institution	Account #	Amount
1/31/2020	MM Horicon	1000002366	26.62
1/31/2020	MM LGIP	Account #1	2,396.08
1/31/2020	MM Farmers & Merchants	310818	94.47
1/31/2020	MM Farmers & Merchants ICS	310818	6,739.69
1/31/2020	MM Horicon Retirement	1424497	0.32
1/31/2020	MM Ripon Horicon Bank	831744	0.66
1/31/2020	MM Horicon	690224	82.82
1/31/2020	MM Horicon	690195	24.88

TOTAL MONEY MARKET INTEREST \$9,365.54

1/2/2020	CD First Business Bank	702123499	1,104.16
1/1/2020	CD Farmers & Merchants Bank	704462	3,077.01
1/14/2020	CD Fortifi Bank	1022506303	5,252.16

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$9,433.33

Date	Institution	Account #	Amount
2/29/2020	MM Horicon	1000002366	24.04
2/29/2020	MM LGIP	Account #1	2,322.18
2/29/2020	MM Farmers & Merchants	310818	244.07
2/29/2020	MM Farmers & Merchants ICS	310818	6,313.91
2/29/2020	MM ERGO Bank	2620	214.59
2/29/2020	MM Horicon Retirement	1424497	0.23
2/29/2020	MM Ripon Horicon Bank	831744	0.62
2/29/2020	MM Horicon	690224	95.36
2/29/2020	MM Horicon	690195	14.90

TOTAL MONEY MARKET INTEREST \$9,229.90

2/29/2020	CD First Business Bank	702123499	1,103.74
2/14/2020	CD Fortifi Bank	8526203	2,810.41

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$3,914.15

Date	Institution	Account #	Amount
3/31/2020	MM Horicon	1000002366	25.13
3/31/2020	MM LGIP	Account #1	1,937.66
3/31/2020	MM Farmers & Merchants	310818	1,145.91
3/31/2020	MM Farmers & Merchants ICS	310818	3,393.78
3/31/2020	MM ERGO Bank	2620	1,369.61
3/31/2020	MM Fortifi Bank	4204930	3,825.28
3/31/2020	MM Horicon Retirement	1424497	0.16
3/31/2020	MM Ripon Horicon Bank	831744	0.67
3/31/2020	MM Horicon	690224	45.24
3/31/2020	MM Horicon	690195	15.24

TOTAL MONEY MARKET INTEREST \$11,758.68

3/2/2020	CD First Business Bank	702123499	1,034.71
3/28/2020	CD CCF Bank	40035669	967.00

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$2,001.71

Date	Institution	Account #	Amount
4/30/2020	MM Horicon	1000002366	23.75
4/30/2020	MM LGIP	Account #1	884.60
4/30/2020	MM Farmers & Merchants	310818	607.09
4/30/2020	MM Farmers & Merchants ICS	310818	879.59
4/30/2020	MM ERGO Bank	2620	1,275.99
4/30/2020	MM Fortifi Bank	4204930	4,961.37
4/30/2020	MM Horicon Retirement	1424497	0.15
4/30/2020	MM Ripon Horicon Bank	831744	0.64
4/30/2020	MM Horicon	690224	961.47
4/30/2020	MM Horicon	690195	332.03

TOTAL MONEY MARKET INTEREST \$9,926.68

4/30/2020	CD First Business Bank	702123499	1,108.40
4/30/2020	CD First Business Bank	702092899	1,479.26
4/30/2020	CD CCF Bank	40035669	288.58
4/30/2020	CD Fortifi Bank	8631292	5,194.94

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$8,071.18

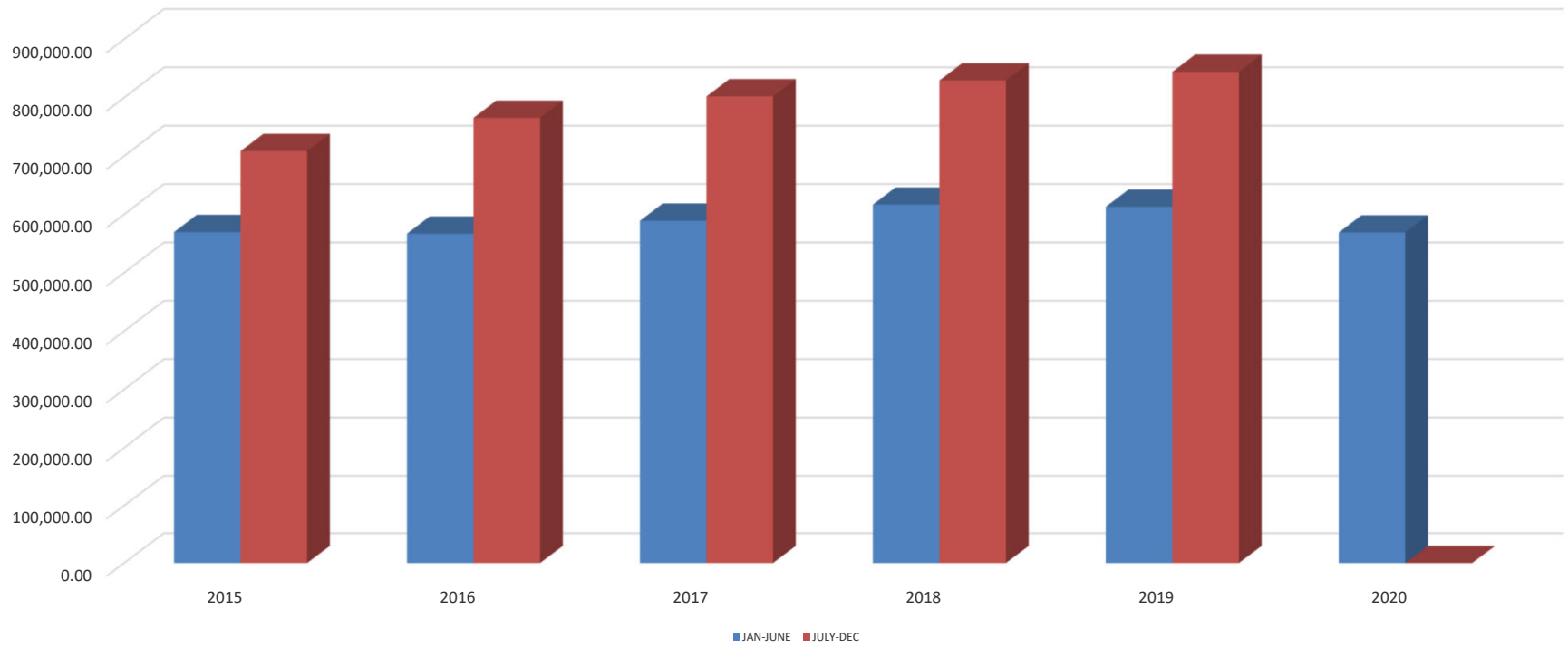
Date	Institution	Account #	Amount
5/31/2020	MM Horicon	1000002366	16.71
5/31/2020	MM LGIP	Account #1	357.17
5/31/2020	MM Farmers & Merchants	310818	362.45
5/31/2020	MM Farmers & Merchants ICS	310818	678.09
5/31/2020	MM ERGO Bank	2620	1,320.21
5/31/2020	MM Fortifi Bank	4204930	6,101.81
5/31/2020	MM Horicon Retirement	1424497	0.17
5/31/2020	MM Ripon Horicon Bank	831744	0.46
5/31/2020	MM Horicon	690224	3.92
5/31/2020	MM Horicon	690195	14.17

TOTAL MONEY MARKET INTEREST \$8,855.16

5/31/2020	CD First Business Bank	702123499	1,074.95
-----------	------------------------	-----------	----------

TOTAL CERTIFICATE OF DEPOSIT INTEREST \$1,074.95

SALES TAX Q1/2 VS Q3/4



RESOLUTION NUMBER 12-2020

Establishing 2021 Annual Budgeted Allocation for Pay for Performance

The County Board of Supervisors of Green Lake County, Green Lake, Wisconsin, duly assembled at its regular meeting begun on the 16th day of June 2020, does resolve as follows:

- 1 **WHEREAS**, Green Lake County strives to provide maximum service to its residents
 - 2 while minimizing the financial impact of county taxes on taxpayers, and
 - 3 **WHEREAS**, Green Lake County continues to operate under State imposed budgetary
 - 4 constraints while providing mandated services, and
 - 5 **WHEREAS**, Green Lake County has now established a policy and practice of
 - 6 compensating employees based on a competitive market salary rate, the quality of their
 - 7 performance, and future non-union wage adjustments shall be based on the merits of
 - 8 employee performance, and
 - 9 **WHEREAS**, the County Administrator is developing the 2021 Proposed Annual Budget
 - 10 for review and adoption by the Green Lake County Board in November 2020, and wage
 - 11 costs must be incorporated into the budget as proposed and adopted.
- 12 Majority vote is needed to pass.

Roll Call on Resolution No. 12-2020

Submitted by Personnel Committee:

Ayes , Nays , Absent , Abstain

/s/ Robert Schweder

Robert Schweder

Passed and Adopted/Rejected this 16th day of June, 2020.

/s/ Charlie Wielgosh

Charlie Wielgosh

County Board Chairman

Ken Bates

ATTEST: County Clerk
Approve as to Form:

/s/ Curt Talma

Curt Talma

Corporation Counsel

/s/ Sue Wendt

Sue Wendt

13 **NOW THEREFORE BE IT RESOLVED** by the Green Lake County Board of
14 Supervisors that for staff hired prior to July 1, 2020, each 2021 departmental budget
15 shall include an amount equal to +/- 2.00% of gross wages to be allocated accordingly
16 to staff based on the merits of employee performance as established during their
17 individual annual performance review, and

18 **BE IT FURTHER RESOLVED** that any performance based wage increases will be
19 effective January 1, 2021, with back pay distributed no later than the second payroll of
20 April 2021 following finalization of the annual performance evaluation process with the
21 funds being awarded strictly on the merits of each individual employee's performance,
22 and

23 **BE IT FURTHER RESOLVED** that any departmental funds budgeted for these merit-
24 based wage adjustments remaining after the annual performance review process has
25 been completed shall be applied by the Financial Manger to any department merit pay
26 line shortages and then transferred to the Non-Lapsing Retirement/Salary/Fringe Pool
27 (Acct# 21-101-23-51820-999) to be available to cover budget variations that occur due
28 to internal position postings, new position hires, retirements, merit pay variations, etc.
29 that are unknown variables that impact budgeted salary/fringe benefits for the year, and

30 **BE IT FURTHER RESOLVED** that the purpose statement and fiscal note is a directive
31 of the Green Lake County Board.

32 **FISCAL NOTE:** For 2021 the levied general pay increase based on employee
33 performance shall not exceed **\$222,000.00**. Budgeted proceeds not allocated as a merit
34 increase shall be transferred to the Non-Lapsing Retirement/Salary/Fringe Pool (Acct#
35 21-101-23-51820-999) to cover budget variations that occur due to internal position
36 postings, new position hires, retirements, merit pay variations, etc. that are unknown
37 variables that impact budgeted salary/fringe benefits for the year.

REQUEST FOR LINE ITEM TRANSFER

Office Use Only

Department: County Clerk - Insurance
 Budget Year Amended: 2020

No. _____
Date: _____

From Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
20-100-04-51930-510	Workman's Compensation	\$ 245,455.00	\$ 8,115.00		\$ 237,340.00
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 8,115.00		

To Account

Account #	Account Name	Current Budget	Transfer Amount	YTD Expenditures	New Budget
20-100-04-51930-513	Vehicle Comprehensive	\$ 27,767.00	\$ 5,087.00		\$ 32,854.00
20-100-04-51930-509	Public Liability	\$ 120,000.00	\$ 3,028.00		\$ 123,028.00
					\$ -
					\$ -
					\$ -
					\$ -
Total Transfer			\$ 8,115.00		

Explanation for Transfer:

The Public Liability is over due to the replenishment of the deductible fund which is set at \$100,000. The Vehicle Comprehensive budget is over by \$5,087 due to lease vehicles and calculation updates. The Workman's Compensation budget can be lowered due to a lower than anticipated mod factor for 2020.

Department Head Approval

[Signature]

Governing Committee Approval

6/2/20 (P + I)

If < \$500:

Send to County Administrator's Office

COUNTY ADMINISTRATOR Approval:

If > \$500:

Send to County Clerk's Office

FINANCE COMMITTEE Approval given on :

Date

Revised 02/2017

GREEN LAKE COUNTY

Notice of Budgetary Adjustment

Unanticipated Revenue or Expense Increase or Decrease Not Budgeted

Date: March 11, 2020
 Department: Corporation Counsel
 Amount: \$376.00
 Budget Year Amended: 2020

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

Corporation Counsel budgeted for teaching at two seminars for UW-BG Behavioral Health Training Partnership. A contract was signed for teaching four seminars. This adds the additional two seminars' compensation and adjusts travel to accommodate the use of Corporation Counsel's personal vehicle to travel from home to all the training locations.

Revenue Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-03-48181-000-000	Training Revenue	\$ 1,960.00	\$ 1,960.00	\$ 3,920.00
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 1,960.00	

Expenditure Budget Lines Amended:

Account #	Account Name	Current Budget	Budget Adjustment	Final Budget
20-100-03-51320-330-000	Travel	\$ 565.00	\$ 376.00	\$ 941.00
				\$ -
				\$ -
				\$ -
				\$ -
Total Adjustment			\$ 376.00	

Department Head Approval: Dawn Klossow 3/12/20

Date Approved by Committee of Jurisdiction: 4/15/20

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: June 24, 2020
 Department: Finance
 Amount: \$95,472.05
 Budget Year Amended: 2020

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

Account for carryover of funds inadvertently excluded from previous County Board approval.

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
20-101-20-511-999-000	Carryover Land Info	\$ 4,491.28	\$ 86,172.05	\$ 90,663.33
20-101-10-53610-999-007	Carryover Surveyor	\$ 49,584.93	\$ (15,000.00)	\$ 34,584.93
20-101-10-53610-999-000	Carrover Non-Metal Mining	\$ 43,008.00	\$ 15,000.00	\$ 58,008.00
20-101-10-53610-999-000	Carrover Non-Metal Mining	\$ 58,008.00	\$ 9,300.00	\$ 67,308.00
				\$ -
				\$ -
Total Adjustment			\$ 95,472.05	

Department Head Approval: Catherine J. Schmit
 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: _____