

<p>Notice of Public Meeting</p> <p>Monday, February 17, 2020</p> <p>2:00 p.m.</p>	<p>FINANCE COMMITTEE</p>	<p>Door County Government Center Chambers Room, 1st floor 421 Nebraska Street, Sturgeon Bay, WI</p>
<p>Oversight for Finance Department and County Treasurer</p>		

AGENDA

1. **Call Meeting to Order**
2. **Establish a Quorum ~ Roll Call**
3. **Adopt Agenda / Properly Noticed**
4. **Approve Minutes** of the January 20, 2020 Regular Finance Committee Meeting
5. **Communications**
6. **Public Comment**
7. **Old Business**
8. **County Treasurer**
 - ◆ Treasurer's Report
9. **Finance Director Department Update**
 - ◆ Investment Report
 - ◆ Checking Account Summary
 - ◆ Comparison of Sales Tax Revenues
 - ◆ Unassigned Fund Balance & Contingency Fund Status
 - ◆ Health Insurance & Workers Comp
10. **New Business (Review / Action)**
 - A. Muskat Property [P.I.N. #'s 022-022728631A, 022-0227282632A & 022-0228282641A] - §65.90(5)(a), Wis. Stats. Non-Budgeted Appropriation
 - B. Reclassification of Social Worker Position to Social Worker Supervisor
 - C. Discussion of 2019 Budget Close Outs
 - D. County Address Signs
 - E. Youth Apprenticeship Program
 - F. Interest Rate Sheet - FYI
11. **Matters to be Placed on a Future Agenda or Referred to a Committee, Official, or Employee**
12. **Vouchers, Claims and Bills**
13. **Next Meeting Date:**
 - Regular Monthly Meeting – March 16, 2020 – 3:00 p.m.
14. **Meeting Per Diem Code**
15. **Adjourn**

Deviation from the order shown may occur

<p style="text-align: center;">MINUTES Monday, January 20, 2020</p>	<p style="text-align: center;">FINANCE COMMITTEE</p>	<p style="text-align: center;"><i>Door County Government Center Chambers Room, 1st floor 421 Nebraska Street, Sturgeon Bay, WI</i></p>
<p style="text-align: center;"><i>Oversight for Finance Department and County Treasurer</i></p>		

Call Meeting to Order

The Monday, January 20, 2020 Finance Committee meeting was called to order by Chairman Englebert at 3:00 p.m. at the Door County Government Center.

Establish a Quorum ~ Roll Call

Committee members present: Nancy Robillard, David Englebert, Susan Kohout, Richard Virlee, Laura Vlies Wotachek, Alexis Heim Peter, and David Enigl.

Others present: Administrator Ken Pabich, CC Grant Thomas, Finance Director Steve Wipperfurth, Assistant Finance Director JoAnn Baumann, Accountant Brenda Hawkey, Treasurer Jay Zahn, Facilities & Parks Director Wayne Spritka, Technology Services Director Jason Rouer, Fair Board Treasurer Steve Jennerjohn, County Clerk Jill Lau, and public.

"These minutes have **not** been reviewed by the oversight committee and are subject to approval at the next regular committee meeting."

Adopt Agenda / Properly Noticed

Motion by Enigl, seconded by Robillard to adopt the agenda. Motion carried by unanimous voice vote.

Approve Minutes of the December 16, 2019 Regular Finance Committee Meeting

Motion by Virlee, seconded by Vlies Wotachek to approve the minutes of the December 16, 2019 Finance Committee meeting. Supervisor Kohout clarified and requested a change to the minutes related to Municipal Broadband Expansion Grants clarifying that the Town of Sturgeon Bay's grant application is for a property owners association not a condominium. Motion as clarified carried by unanimous voice vote.

Communications

No communications were presented.

Public Comment

N/A.

Old Business

No old business was presented.

County Treasurer

Treasurer's Report

County Treasurer Zahn reviewed the reports included in the meeting packet.

Finance Director Department Update

Investment Report

Checking Account Summary

Comparison of Sales Tax Revenues

Unassigned Fund Balance & Contingency Fund Status

Health Insurance & Workers Comp

Finance Director Wipperfurth specifically reviewed the sales tax report and noted that sales tax collections exceeded budgeted amounts by \$532,866.

All other reports included in the meeting packet were reviewed.

New Business (Review / Action)**Review of the Financial Records of the Door County Fair Association of the 12 Months Ended 10/31/19**

Accountant Brenda Hawkey reviewed the fair records and books. A summary of the findings was included in the meeting packet. An item of concern was the payment(s) to Ticket Noble which was outlined in the summary; as it appears now the cost of recourse outweighs the likelihood of reimbursement. Hawkey noted overall the records and books look good.

Motion by Vlies Wotachek, seconded by Kohout to accept the Door County Fair Association Report. Motion carried by unanimous voice vote.

Request Authorization to Transfer the Balance in Park Vending Machine Reserve to John Miles Park Track Maintenance Reserve

Finance Director Wipperfurth explained there was a soda/vending machine at John Miles Park. The revenues and expenses from the machine were deposited/withdrawn from the reserve account. The machine was removed several years ago. The request is to dissolve the Vending Machine Reserve account and transfer the money into the John Miles Park Track Maintenance Reserve account. Questions regarding what account the rental fees for the race track are being deposited to and could the Vending Reserve be used for future construction of a stage. Due to the future anticipated expenses to the track it is not recommended to use the reserve for the stage.

Supervisor Vlies Wotachek was excused at 3:29 p.m.

Motion by Kohout, seconded by Robillard to authorize transferring the balance in the Park Vending Machine Reserve to the John Miles Park Track Maintenance Reserve. Motion carried by unanimous voice vote.

Bitdefender Contract – Technology Services

TS Director Rouer explained the department budgeted for 1 year renewal of the anti-virus contract. An opportunity was presented to sign a 3-year contract. Over the 3 years the county would save approximately \$4,800. This would normally be before the TS Committee however the committee did not meet this month and the 3 year contract needs action to move forward. There are no changes in the language of the current contract other than the length of term.

Motion by Enigl, seconded by Robillard to approve the 3-year contract for Bitdefender. Motion carried by unanimous voice vote.

Request Authorization to Transfer from Emergency Services Washington Island Building Reserve

Administrator Pabich explained this was before County Board. County Board decided to move forward with an RFP to determine costs related to remodeling the existing creamery building and for a new building on vacant property. Two proposals were received - The Samuels Group - \$15,000 and Jewell Associates Engineers, Inc. - \$21,500. The Facilities & Parks Committee reviewed each bid and recommended and awarded the bid to The Samuels Group. This was not formally budgeted but reserve funds for the project are available. The two bids scope of services were essentially the same. F&P Director Spritka will send the bid info to committee members. The request to transfer is for an amount of up to \$18,000. Administrator Pabich reviewed the negotiations to date and the scope of the proposal before the committee. This RFP will provide rough drawings and related estimated costs.

Motion by Kohout, seconded by Enigl to accept the bids. Motion carried by unanimous voice vote.

Motion by Robillard, seconded by Kohout to award the bid to The Samuels Group and move the drafted resolution on to County Board. Motion carried by unanimous voice vote.

Procedural Audit for Treasurer Office

Administrator Pabich emailed copies of the proposal received to committee members last Friday. An RFP was sent to four specific firms and it was also published. One response was received from CliftonLarsenAllen. Pabich reviewed the proposal. The cost is \$15,000 to \$18,000. The amount is variable due to the amount of time to review the tax collecting/reporting system. The audit is expected to start in early March and be completed by May.

Motion by Enigl, seconded by Heim Peter to accept the bid as presented. Motion carried by unanimous voice vote.

It is recommended that funding for the project be transferred from the Unassigned Fund Balance.

Motion by Enigl, seconded by Virlee to approve the bid from CLA in an amount not to exceed \$18,000 and to move the it on to County Board. Motion carried by unanimous voice vote.

Review of the County FCC Licenses for Emergency Communications

Administrator Pabich explained in 2010 the County purchased 2 licenses from the FCC with the intent to use them for emergency services paging and the other for the Highway Department. This past year the FCC determined the County was not compliant and therefore the licenses would terminate. If the County doesn't submit a petition by the end of the month the County will lose both licenses. A Petition for Reconsideration is being worked on. The 931 frequency is being used for emergency services; the 932 frequency for highway. The County cannot show that the 932 frequency is being used for the purpose purchased and therefore will most likely let the license go. Estimated costs are up to \$10,000. Funding would need to be from the general contingency.

Motion by Kohout, seconded by Enigl to authorize up to \$9,999 to allow the County to address legal and technical advice for the 931 frequency. Motion carried by unanimous voice vote.

Quarterly Review of Accounts Receivable Aging Report

Reviewed.

Interest Rate Sheet - FYI

Reviewed.

Matters to be Placed on a Future Agenda or Referred to a Committee, Official, or Employee

Nothing as of this meeting.

Vouchers, Claims and Bills

Reviewed.

Next Meeting Date

Regular Monthly Meeting – February 17, 2020 – 2:00 p.m.

Meeting Per Diem Code

929.

Adjourn

Motion by Enigl, seconded by Robillard to adjourn. Time: 4:29 p.m. Motion carried by voice vote.

Respectfully submitted by Jill M. Lau, County Clerk



DOOR COUNTY TREASURER

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

JAY ZAHN
DOOR COUNTY TREASURER
(920) 746-2286
zahn@co.door.wi.us

TREASURER'S REPORT.....January 2020

	<u>January 2019</u>	<u>January 2020</u>
DELINQUENT TAXES	\$985,835.27 .67% of levy	\$ 860,739.66 .60% of levy
DELINQUENT SPECIAL ASSESSMENTS	\$313,648.46	\$ 313,182.80
DELINQUENT COLLECTIONS (month)	\$ 41,303.28	\$ 59,879.95
DELINQUENT SPECIALS (month)	\$ -0-	\$ 360.22
INTEREST COLLECTED (month)	\$ 7,617.74	\$ 9,858.75
INTEREST COLLECTED (year)	\$ 7,617.74	\$ 9,858.75
PENALTY COLLECTED (month)	\$ 3,801.37	\$ 4,957.72
PENALTY COLLECTED (year)	\$ 3,801.37	\$ 4,957.72
CURRENT YEAR COLLECTIONS	\$26,839,701.74	\$29,154,720.63
DELINQUENT PARCELS	915	777

Of the 43 parcels in the next foreclosure action, 8 have redeemed.
Redemption date is March 20th.

Jay Zahn
Door County Treasurer

Door County Treasurer - Delinquent Taxes Outstanding

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
January	\$ 1,422,577.79	\$ 1,574,472.30	\$ 1,474,623.49	\$ 1,262,758.18	\$ 1,144,256.45	\$ 923,141.67	\$ 1,041,587.86	\$ 881,353.22	\$ 1,010,836.51	\$ 985,835.27	\$ 860,739.66
February	\$ 1,291,303.15	\$ 1,520,373.30	\$ 1,294,849.49	\$ 1,197,081.76	\$ 1,088,285.49	\$ 839,554.06	\$ 1,000,787.61	\$ 793,872.14	\$ 955,717.37	\$ 940,764.93	
March	\$ 1,122,424.66	\$ 1,434,636.07	\$ 1,224,935.10	\$ 1,128,377.69	\$ 1,030,757.93	\$ 800,237.12	\$ 915,652.99	\$ 762,835.13	\$ 899,531.18	\$ 868,853.96	
April	\$ 1,035,217.82	\$ 1,368,128.69	\$ 1,138,654.16	\$ 1,085,153.62	\$ 964,670.76	\$ 754,514.91	\$ 880,631.88	\$ 714,803.28	\$ 839,643.61	\$ 816,665.69	
May	\$ 907,552.21	\$ 1,288,807.70	\$ 1,018,047.89	\$ 1,002,338.77	\$ 896,830.02	\$ 702,326.62	\$ 729,822.87	\$ 668,881.58	\$ 807,796.49	\$ 768,443.13	
June	\$ 871,469.65	\$ 1,151,835.05	\$ 980,373.85	\$ 959,494.24	\$ 824,782.28	\$ 667,474.10	\$ 700,253.77	\$ 662,372.53	\$ 753,146.20	\$ 743,511.21	
July	\$ 823,243.15	\$ 1,151,835.05	\$ 938,289.60	\$ 866,089.85	\$ 769,221.24	\$ 606,822.41	\$ 651,005.85	\$ 633,548.98	\$ 698,854.92	\$ 680,737.09	
August	\$ 750,865.12	\$ 1,013,377.66	\$ 816,164.45	\$ 779,703.05	\$ 666,616.64	\$ 521,009.64	\$ 599,013.64	\$ 610,531.48	\$ 668,893.39	\$ 621,237.70	
September	\$ 2,222,311.23	\$ 2,532,370.49	\$ 1,910,175.77	\$ 1,848,131.70	\$ 1,446,627.42	\$ 1,376,566.48	\$ 1,258,648.08	\$ 1,388,460.06	\$ 1,302,444.37	\$ 1,270,938.55	
October	\$ 2,056,018.32	\$ 2,138,602.69	\$ 1,637,718.29	\$ 1,702,617.51	\$ 1,204,512.71	\$ 1,241,274.65	\$ 1,148,301.77	\$ 1,239,816.68	\$ 1,199,838.94	\$ 1,138,556.32	
November	\$ 1,840,041.71	\$ 1,902,840.84	\$ 1,474,846.11	\$ 1,548,320.44	\$ 1,083,176.38	\$ 1,149,663.37	\$ 1,020,639.11	\$ 1,126,798.48	\$ 1,078,126.16	\$ 1,003,513.06	
December	\$ 1,675,660.42	\$ 1,726,555.90	\$ 1,368,529.81	\$ 1,358,283.40	\$ 930,792.70	\$ 1,090,737.73	\$ 906,771.77	\$ 1,042,502.71	\$ 1,027,138.55	\$ 920,619.61	

Door County Treasurer - Delinquent Tax Collections

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
January	\$ 192,101.09	\$ 101,188.12	\$ 251,932.41	\$ 105,771.63	\$ 214,026.95	\$ 65,495.77	\$ 49,149.87	\$ 64,903.04	\$ 31,666.20	\$ 41,303.28	\$ 59,879.95
February	\$ 131,274.64	\$ 54,099.00	\$ 179,774.00	\$ 65,676.36	\$ 55,970.96	\$ 83,587.61	\$ 40,800.25	\$ 87,481.08	\$ 55,119.14	\$ 45,070.34	
March	\$ 166,878.49	\$ 85,737.23	\$ 69,914.39	\$ 68,704.13	\$ 57,527.56	\$ 39,316.94	\$ 85,134.62	\$ 31,037.01	\$ 56,186.19	\$ 71,910.97	
April	\$ 89,206.84	\$ 66,507.38	\$ 86,280.94	\$ 43,224.07	\$ 64,713.08	\$ 45,722.21	\$ 35,021.11	\$ 48,031.85	\$ 45,519.53	\$ 52,188.27	
May	\$ 127,665.61	\$ 79,320.99	\$ 111,179.71	\$ 82,814.85	\$ 67,840.74	\$ 52,188.29	\$ 150,808.11	\$ 45,921.70	\$ 31,847.12	\$ 40,589.70	
June	\$ 36,082.56	\$ 130,315.09	\$ 111,709.76	\$ 42,844.53	\$ 72,047.74	\$ 34,852.52	\$ 29,570.00	\$ 6,509.05	\$ 54,650.29	\$ 24,931.92	
July	\$ 48,226.50	\$ 59,705.82	\$ 41,084.25	\$ 91,952.01	\$ 55,561.04	\$ 60,651.69	\$ 49,247.92	\$ 28,824.49	\$ 54,291.28	\$ 62,774.12	
August	\$ 64,958.83	\$ 59,642.81	\$ 122,125.15	\$ 67,769.20	\$ 102,604.60	\$ 47,998.42	\$ 39,990.30	\$ 23,016.56	\$ 29,961.53	\$ 59,499.39	
September	\$ 590,175.55	\$ 640,721.08	\$ 637,772.54	\$ 607,129.48	\$ 625,627.21	\$ 625,747.58	\$ 583,064.21	\$ 626,438.06	\$ 471,635.75	\$ 633,033.53	
October	\$ 169,373.63	\$ 276,017.35	\$ 272,557.48	\$ 145,514.19	\$ 242,114.71	\$ 135,291.83	\$ 110,346.31	\$ 148,643.38	\$ 103,566.19	\$ 132,382.23	
November	\$ 215,976.61	\$ 235,850.44	\$ 162,872.18	\$ 154,297.07	\$ 121,336.33	\$ 91,641.28	\$ 127,662.66	\$ 113,018.20	\$ 108,288.75	\$ 135,043.26	
December	\$ 164,381.29	\$ 176,284.94	\$ 106,316.30	\$ 190,037.04	\$ 94,538.94	\$ 58,895.64	\$ 74,382.85	\$ 84,295.77	\$ 50,987.61	\$ 82,893.45	
Total	\$ 1,996,301.64	\$ 1,965,390.25	\$ 2,153,519.11	\$ 1,665,734.56	\$ 1,773,909.86	\$ 1,341,389.78	\$ 1,375,178.21	\$ 1,308,120.19	\$ 1,093,719.58	\$ 1,381,620.46	

Door County Treasurer - Number of Delinquent Tax Parcels

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
January	1,001.00	1,128.00	1,154.00	1,284.00	1,130.00	1,065.00	989.00	880.00	926.00	915.00	777.00
February	922.00	1,078.00	1,084.00	1,223.00	1,080.00	1,012.00	948.00	825.00	891.00	830.00	
March	818.00	1,098.00	1,038.00	1,107.00	998.00	962.00	888.00	795.00	847.00	776.00	
April	762.00	968.00	1,002.00	1,074.00	961.00	921.00	864.00	768.00	797.00	723.00	
May	696.00	923.00	924.00	919.00	922.00	850.00	811.00	723.00	766.00	672.00	
June	669.00	821.00	892.00	886.00	879.00	820.00	791.00	709.00	719.00	655.00	
July	627.00	821.00	861.00	827.00	840.00	783.00	751.00	691.00	692.00	613.00	
August	552.00	720.00	827.00	763.00	778.00	714.00	605.00	673.00	656.00	589.00	
September	1,602.00	1,731.00	1,854.00	1,588.00	1,576.00	1,300.00	1,203.00	1,288.00	1,260.00	1,125.00	
October	1,482.00	1,534.00	1,578.00	1,471.00	1,391.00	1,191.00	1,124.00	1,110.00	1,144.00	1,031.00	
November	1,333.00	1,370.00	1,419.00	1,350.00	1,244.00	1,076.00	1,019.00	1,110.00	1,013.00	900.00	
December	1,205.00	1,273.00	1,337.00	1,244.00	1,102.00	1,025.00	959.00	984.00	963.00	839.00	

Door County Treasurer - Interest Collected

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
January	\$ 30,117.39	\$ 14,735.56	\$ 46,671.42	\$ 17,083.78	\$ 49,341.47	\$ 9,137.66	\$ 10,154.69	\$ 12,295.55	\$ 5,636.48	\$ 7,617.74	\$ 9,858.75
February	\$ 23,481.62	\$ 12,998.10	\$ 40,384.94	\$ 13,644.93	\$ 12,724.70	\$ 20,332.02	\$ 14,424.68	\$ 17,393.16	\$ 11,814.66	\$ 13,525.52	
March	\$ 54,129.34	\$ 27,244.79	\$ 23,820.65	\$ 24,483.91	\$ 22,465.51	\$ 18,400.13	\$ 29,723.68	\$ 14,297.52	\$ 22,488.75	\$ 31,894.99	
April	\$ 21,756.45	\$ 21,049.56	\$ 19,715.42	\$ 12,402.29	\$ 17,173.30	\$ 14,942.33	\$ 12,337.31	\$ 14,507.20	\$ 13,141.13	\$ 19,153.39	
May	\$ 39,911.87	\$ 21,929.87	\$ 35,767.22	\$ 24,777.71	\$ 21,459.68	\$ 19,633.28	\$ 35,327.14	\$ 15,793.57	\$ 13,153.83	\$ 12,466.90	
June	\$ 16,347.66	\$ 40,420.37	\$ 12,909.70	\$ 11,949.24	\$ 24,254.20	\$ 11,847.51	\$ 11,567.91	\$ 3,419.97	\$ 19,572.03	\$ 8,814.39	
July	\$ 22,034.94	\$ 26,629.70	\$ 24,537.60	\$ 36,439.30	\$ 23,222.14	\$ 23,749.55	\$ 22,563.81	\$ 15,316.89	\$ 20,702.39	\$ 21,832.28	
August	\$ 44,728.58	\$ 47,688.64	\$ 55,280.39	\$ 43,553.00	\$ 52,224.56	\$ 31,543.98	\$ 30,159.98	\$ 29,226.32	\$ 35,833.05	\$ 39,958.46	
September	\$ 59,581.91	\$ 71,728.52	\$ 67,811.20	\$ 60,793.39	\$ 64,036.58	\$ 62,980.34	\$ 61,130.49	\$ 59,544.68	\$ 45,694.89	\$ 63,117.05	
October	\$ 23,724.92	\$ 39,753.19	\$ 43,726.22	\$ 25,257.65	\$ 34,876.34	\$ 22,149.82	\$ 12,592.69	\$ 17,628.79	\$ 14,599.84	\$ 16,828.07	
November	\$ 18,786.34	\$ 38,450.31	\$ 23,678.30	\$ 21,778.42	\$ 17,974.78	\$ 13,087.81	\$ 18,098.72	\$ 15,061.24	\$ 20,111.83	\$ 24,453.56	
December	\$ 26,718.37	\$ 25,541.29	\$ 21,524.50	\$ 29,821.67	\$ 16,364.23	\$ 9,480.35	\$ 10,025.38	\$ 11,147.87	\$ 8,375.44	\$ 16,365.79	
Total	\$ 381,319.39	\$ 388,169.90	\$ 415,827.56	\$ 321,985.29	\$ 356,117.49	\$ 257,284.78	\$ 268,106.48	\$ 225,632.76	\$ 231,124.32	\$ 276,028.14	

Door County Treasurer - Penalty Collected

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
January	\$ 15,114.38	\$ 7,367.86	\$ 23,601.74	\$ 8,541.85	\$ 28,905.51	\$ 4,568.76	\$ 5,077.10	\$ 6,147.56	\$ 2,816.68	\$ 3,801.37	\$ 4,957.72
February	\$ 11,743.64	\$ 6,505.14	\$ 20,203.87	\$ 6,825.43	\$ 6,368.38	\$ 10,286.46	\$ 7,220.81	\$ 8,701.65	\$ 5,911.79	\$ 6,782.84	
March	\$ 27,357.42	\$ 13,643.24	\$ 11,926.05	\$ 12,256.92	\$ 11,251.35	\$ 9,220.75	\$ 14,870.61	\$ 7,168.73	\$ 11,254.20	\$ 15,949.41	
April	\$ 10,878.77	\$ 10,880.66	\$ 10,005.33	\$ 6,243.97	\$ 8,586.43	\$ 7,522.91	\$ 6,175.60	\$ 7,263.40	\$ 6,569.23	\$ 9,597.05	
May	\$ 19,957.67	\$ 11,016.30	\$ 17,913.13	\$ 12,427.67	\$ 10,738.05	\$ 9,822.62	\$ 17,726.31	\$ 7,904.43	\$ 6,638.41	\$ 6,282.08	
June	\$ 8,172.68	\$ 20,316.78	\$ 6,454.49	\$ 5,974.44	\$ 12,131.40	\$ 5,937.95	\$ 5,803.64	\$ 1,709.91	\$ 9,786.58	\$ 4,407.20	
July	\$ 11,014.52	\$ 13,369.90	\$ 12,334.34	\$ 18,247.17	\$ 11,610.88	\$ 11,879.52	\$ 11,281.87	\$ 7,664.50	\$ 10,370.93	\$ 10,931.53	
August	\$ 22,396.31	\$ 24,363.49	\$ 27,388.82	\$ 21,775.90	\$ 26,178.58	\$ 15,762.19	\$ 15,074.78	\$ 14,716.62	\$ 17,949.36	\$ 19,986.44	
September	\$ 29,797.97	\$ 35,873.00	\$ 34,721.92	\$ 30,419.07	\$ 32,017.76	\$ 31,496.89	\$ 30,645.93	\$ 29,813.94	\$ 22,860.98	\$ 31,703.54	
October	\$ 23,724.92	\$ 19,876.38	\$ 28,547.81	\$ 12,637.00	\$ 17,438.98	\$ 11,103.91	\$ 6,296.07	\$ 8,790.68	\$ 7,378.82	\$ 8,410.31	
November	\$ 18,786.34	\$ 19,434.81	\$ 11,838.95	\$ 10,890.51	\$ 9,002.99	\$ 6,543.72	\$ 9,058.30	\$ 7,539.66	\$ 10,116.55	\$ 12,226.63	
December	\$ 13,358.26	\$ 12,772.08	\$ 10,797.93	\$ 14,912.25	\$ 8,339.55	\$ 4,879.36	\$ 5,012.58	\$ 5,582.46	\$ 4,195.23	\$ 8,166.52	
Total	\$ 212,302.88	\$ 195,419.64	\$ 215,734.38	\$ 161,152.18	\$ 182,569.86	\$ 129,025.04	\$ 134,243.60	\$ 113,003.54	\$ 115,848.76	\$ 138,244.92	

County of Door Investment Summary				
As of January 31, 2020				
Updated February 13, 2020 by Steve Wipperfurth, Door County Finance Department				
	Tax Costs	Market Value	Maturity Date	Interest Rate
Local Government Investment Pool (LGIP) - General Fund	13,529,185.91	13,529,185.91	N/A	1.61%
Local Government Investment Pool (LGIP) - Highway DK Jurisdictional Transfer	28,926.26	28,926.26	N/A	1.61%
American Deposit Management Co. - Money Market Account	2,195,436.97	2,195,436.97	N/A	1.60% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	9/20/2020	2.50% *
American Deposit Management Co. - Certificate of Deposit (18 mos.)	245,000.00	245,000.00	3/18/2022	2.43% *
American Deposit Management Co. - Certificate of Deposit (18 mos.)	245,000.00	245,000.00	7/24/2020	2.70% *
American Deposit Management Co. - Certificate of Deposit (18 mos.)	245,000.00	245,000.00	7/30/2020	2.65% *
American Deposit Management Co. - Certificate of Deposit (25 mos.)	245,000.00	245,000.00	12/22/2020	2.81% *
American Deposit Management Co. - Certificate of Deposit (12 mos.)	245,000.00	245,000.00	9/6/2020	2.32% *
American Deposit Management Co. - Certificate of Deposit (36 mos.)	245,000.00	245,000.00	4/30/2022	2.72% *
American Deposit Management Co. - Certificate of Deposit (15 mos.)	245,000.00	245,000.00	5/7/2020	2.58% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	200,000.00	200,000.00	10/26/2021	2.18% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	7/20/2020	2.65% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	7/12/2020	2.40% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	1/9/2022	2.13% *
American Deposit Management Co. - Certificate of Deposit (15 mos.)	245,000.00	245,000.00	4/23/2020	2.71% *
American Deposit Management Co. - Certificate of Deposit (18 mos.)	120,000.00	120,000.00	2/22/2020	2.33% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	1/17/2020	1.69% *
American Deposit Management Co. - Certificate of Deposit (12 mos.)	245,000.00	245,000.00	10/11/2021	2.13% *
American Deposit Management Co. - Certificate of Deposit (27 mos.)	245,000.00	245,000.00	6/27/2021	2.83% *
American Deposit Management Co. - Certificate of Deposit (30 mos.)	245,000.00	245,000.00	2/23/2021	2.75% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	7/29/2021	2.47% *
American Deposit Management Co. - Certificate of Deposit (18 mos.)	245,000.00	245,000.00	1/5/2020	2.40% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	8/2/2020	2.39% *
American Deposit Management Co. - Certificate of Deposit (23 mos.)	245,000.00	245,000.00	11/21/2020	2.90% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	5/4/2020	2.40% *
American Deposit Management Co. - Certificate of Deposit (12 mos.)	245,000.00	245,000.00	4/22/2020	2.45% *
American Deposit Management Co. - Certificate of Deposit (24 mos.)	245,000.00	245,000.00	7/11/2020	2.60% *
American Deposit Management Co. - Certificate of Deposit (15 mos.)	245,000.00	245,000.00	5/25/2020	2.81% *
American Deposit Management Co. - Certificate of Deposit (27 mos.)	245,000.00	245,000.00	11/22/2021	2.67% *
American Deposit Management Co. - Certificate of Deposit (13 mos.)	245,000.00	245,000.00	10/28/2021	2.18% *
Associated Bank - Tax Collections Checking Account	290,331.89	290,331.89	N/A	0.00%
Associated Bank - Money Market Account	3,765,617.05	3,765,617.05	N/A	1.51%
Associated Trust - Freddie Mac	625,000.00	625,731.25	7/30/2020	2.01%
Associated Trust - Freddie Mac	500,000.00	500,340.00	7/29/2021	2.00%
Associated Trust - Federal Farm Credit Bank	550,000.00	551,017.50	7/22/2022	2.11%
Associated Trust - Federal Farm Credit Bank	650,000.00	651,384.50	7/8/2024	2.23%
Associated Trust - Federal Farm Credit Bank	600,000.00	604,182.00	7/26/2023	2.00%
Associated Trust - Federal Farm Credit Bank	9,100,000.00	9,125,662.00	1/24/2024	1.67%
Associated Trust - Federal Farm Credit Bank	2,819,263.10	2,826,147.15	5/14/2024	1.53%
Associated Trust - U.S. Treasury Note	325,000.00	326,244.75	11/30/2020	2.00%
Associated Trust - U.S. Treasury Note	350,000.00	353,762.50	4/15/2021	2.35%
Associated Trust - U.S. Treasury Note	300,000.00	299,937.00	7/15/2020	1.50%
Associated Trust - Bank of North America Certificate of Deposit (36 mos)	150,000.00	150,375.00	1/24/2023	1.80%
Associated Trust - Sallie Mae Bank/Salt Lake Certificate of Deposit (36 mos)	245,000.00	246,320.55	1/23/2023	1.89%
Associated Trust - Wells Fargo Natl Bank West Certificate of Deposit (36 mos)	245,000.00	246,332.80	1/30/2023	1.89%
Associated Trust - Ally Bank Certificate of Deposit (36 mos)	245,000.00	245,614.95	1/30/2023	1.80%
Associated Trust - Morgan Stanley Bank Certificate of Deposit (36 mos)	245,000.00	245,970.20	1/30/2023	1.85%
Associated Trust - Metro Credit Union Certificate of Deposit (24 mos)	245,000.00	244,970.60	1/31/2022	1.70%
Associated Trust - Merrick Bank Certificate of Deposit (36 mos)	245,000.00	244,899.55	1/31/2023	1.70%
Associated Trust - Green State Credit Union Certificate of Deposit (24 mos)	245,000.00	244,970.60	1/31/2022	1.70%
Associated Trust - Goldman Sachs Bank Certificate of Deposit (24 mos)	245,000.00	245,257.25	11/8/2021	1.75%
Associated Trust - Goldman Sachs Bank Government Money Market	1,728,921.70	1,728,921.70	N/A	1.54%
Johnson Bank - Certificate of Deposit (18 mos.)	255,273.93	255,273.93	6/23/2021	1.25% **
Nicolet National Bank - Checking Account	15,168,577.14	15,168,577.14	N/A	1.44%
Nicolet National Bank/CDARS - Certificate of Deposit (24 mos.)	1,038,756.63	1,038,756.63	4/22/2021	2.37% **
Nicolet National Bank - Certificate of Deposit (24 mos.)	264,284.46	267,714.13	3/12/2021	2.58% **
Notes Receivable from School District of Sturgeon Bay	135,000.00	135,000.00	4/1/2022	1.56%
Wisconsin Investment Series Cooperative (WISC) - Investment Series and CMS Accounts, combined	2,163.41	2,163.41	N/A	1.64%
Wisconsin Investment Series Cooperative (WISC) - Certificate of Deposit (18 mos.)	51,887.09	51,887.09	9/4/2020	2.59%
Wisconsin Investment Series Cooperative (WISC) - Certificate of Deposit (24 mos.)	241,700.00	241,700.00	1/19/2021	2.23%
Wisconsin Investment Series Cooperative (WISC) - Certificate of Deposit (18 mos.)	239,800.00	239,800.00	8/10/2020	2.74%
Wisconsin Investment Series Cooperative (WISC) - Certificate of Deposit (24 mos.)	234,700.00	234,700.00	2/8/2021	3.04%
Wisconsin Investment Series Cooperative (WISC) - Certificate of Deposit (36 mos.)	249,364.25	249,097.86	3/16/2020	1.75%
Wisconsin Investment Series Cooperative (WISC) - Certificate of Deposit (24 mos.)	241,000.00	241,000.00	11/8/2021	1.79%
Dana Investment Account (Mortgage-Backed Securities)	347,536.61	385,469.11	N/A	1.09% **
Investment Total	64,627,726.40	64,718,679.23		
* THIS IS THE MONTH-END BALANCE FROM THE PREVIOUS MONTH, SINCE THIS STATEMENT HAD NOT YET BEEN RECEIVED AT THE TIME THAT THIS REPORT WAS PREPARED.				
** YEAR-TO DATE AVERAGE YIELD (NET OF INVESTMENT MANAGEMENT FEES) ON AVERAGE COST.				
Investment Percentage Distribution: LGIP	13,558,112.17	20.95%		
Checking/Money Market Accounts	23,151,048.16	35.77%		
U.S. Treasury/Securities	15,864,408.65	24.51%		
Certificates of Deposit	11,624,641.14	17.96%		
Notes Receivable	135,000.00	0.21%		
DANA	385,469.11	0.60%		
Total	64,718,679.23	100.00%		
Revenues from General Fund Investments	2020 Budget	2020 YTD	% Received	
Interest on Investments	840,000.00	88,972.68	10.59%	
Return on Mortgage-Backed Securities	5,625.00	411.81	7.32%	
Totals	845,625.00	89,384.49	10.57%	
	Market Value	Total Return YTD, Net of		
Solid Waste Escrow -Long-Term Care (Fund 209)	1,155,726.78	-		

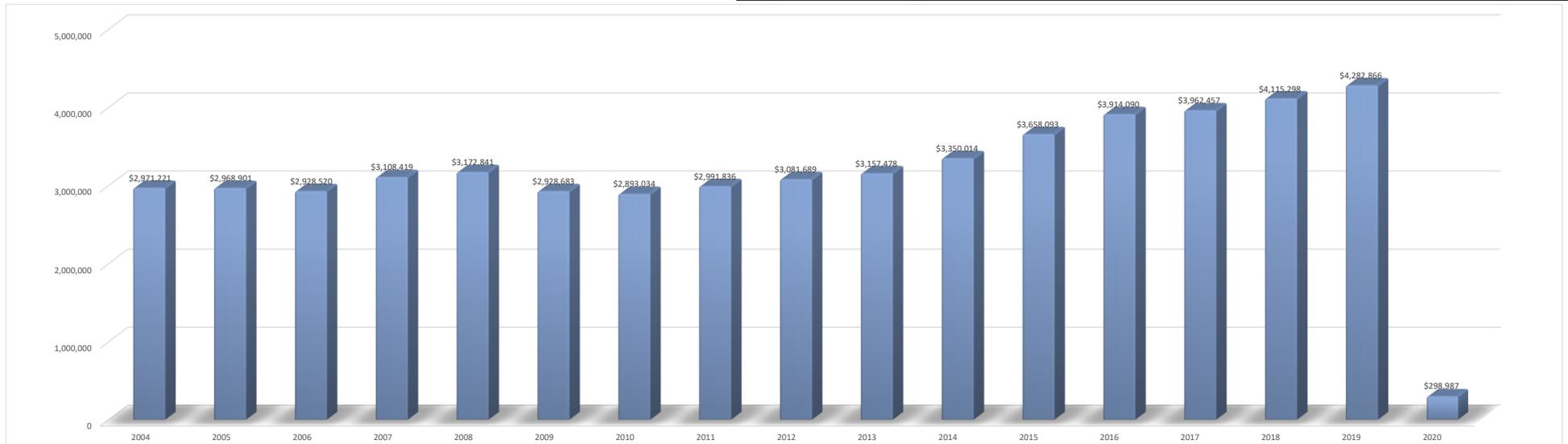
DOOR COUNTY BANK ACCOUNTS IN TRUST						
Month Ending: January 31, 2020						
Updated February 11, 2020 by Steve Wipperfurth, Door County Finance Department						
	Beginning	Add:	Less:	Add:	Less:	Ending Bank
	Balance Per		Cancelled		Fees/Other	Statement
	Statement	Deposits *	Checks	Interest	Deductions **	Balance
<u>Sheriff:</u>						
Jail Inmate Trust (Nicolet)	15,879.44	54,892.35	(47,935.96)	-	-	22,835.83
Drug Enforcement (North Shore)***	6,644.68	-	-		-	6,644.68
<u>Human Services</u>						
Representative Payee Acct. (Nicolet)	44,994.43	25,980.28	(25,459.68)		-	45,515.03
Senior Center Nutrition (Nicolet)	704.00	941.00	(704.00)	-		941.00
Senior Center Nutrition (Associated)	6,685.73	6,405.00	(6,685.73)	-		6,405.00
District Attorney Trust Account (Nicolet)	9,882.54	2,884.80	(2,609.80)	-	-	10,157.54
Clerk of Courts-Summary (Nicolet)	292,684.17	181,080.06	(90,710.63)		-	383,053.60
Less: Clerk of Courts-Held in Trust	(201,477.24)		(99,457.79)	-	-	(300,935.03)
Sunshine Fund (Nicolet)	1,550.98		(50.00)	-	-	1,500.98
Veterans Service Council (Nicolet)	13,413.83	4,110.03	(833.30)	-	-	16,690.56
Library (Nicolet)	1,437.77	12,000.00	(2,785.34)	-	-	10,652.43
TOTALS	192,400.33	288,293.52	(277,232.23)	-	-	203,461.62
* The amount shown in this column for "Clerk of Courts-Held in Trust" is the <u>net change</u> in the trust account balance during the month.						
** Any positive amounts shown in the column labeled "Fees/Other Deductions" represent service charges from a previous month that were refunded or paid for by the department (in the case of orders for checks or deposit tickets).						
*** This is the month-end balance from the previous month, since this statement was not available at the time that this report was prepared.						

DOOR COUNTY WISCONSIN

0.5% Sales Tax Rebate Collection History, January, 2004 thru January, 2020

Month Received	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	(Sales for Month of)
Jan	\$ 202,568	\$ 184,436	\$ 192,699	\$ 164,664	\$ 166,954	\$ 194,133	\$ 197,464	\$ 172,867	\$ 150,070	\$ 190,692	\$ 222,760	\$ 234,126	\$ 262,179	\$ 211,998	\$ 197,823	\$ 273,070	\$ 298,987	(Nov)
Feb	\$ 198,820	\$ 221,403	\$ 210,999	\$ 242,547	\$ 227,617	\$ 175,000	\$ 144,826	\$ 212,513	\$ 234,896	\$ 192,825	\$ 200,069	\$ 182,565	\$ 204,410	\$ 266,561	\$ 294,339	\$ 290,852		(Dec)
March	\$ 165,110	\$ 139,717	\$ 175,440	\$ 169,046	\$ 213,885	\$ 172,535	\$ 161,230	\$ 161,906	\$ 155,129	\$ 162,310	\$ 182,416	\$ 171,130	\$ 195,203	\$ 211,766	\$ 198,944	\$ 211,337		(Jan)
April	\$ 147,138	\$ 158,899	\$ 149,963	\$ 160,198	\$ 149,969	\$ 141,624	\$ 164,071	\$ 155,243	\$ 124,272	\$ 154,690	\$ 169,317	\$ 218,027	\$ 287,266	\$ 185,464	\$ 178,122	\$ 193,950		(Feb)
May	\$ 150,766	\$ 155,857	\$ 174,779	\$ 175,761	\$ 186,724	\$ 174,329	\$ 138,257	\$ 140,806	\$ 209,173	\$ 203,393	\$ 205,490	\$ 217,611	\$ 185,645	\$ 231,900	\$ 254,044	\$ 253,811		(March)
June	\$ 205,199	\$ 223,661	\$ 221,297	\$ 235,315	\$ 199,943	\$ 195,264	\$ 215,690	\$ 213,900	\$ 216,350	\$ 180,364	\$ 187,608	\$ 236,927	\$ 304,099	\$ 281,925	\$ 284,725	\$ 266,349		(April)
July	\$ 257,375	\$ 248,624	\$ 253,161	\$ 279,391	\$ 270,198	\$ 292,858	\$ 278,796	\$ 304,873	\$ 253,695	\$ 317,710	\$ 338,410	\$ 370,861	\$ 358,121	\$ 354,873	\$ 392,287	\$ 444,423		(May)
Aug	\$ 314,694	\$ 347,523	\$ 353,162	\$ 366,325	\$ 416,177	\$ 278,877	\$ 281,811	\$ 343,137	\$ 422,498	\$ 426,927	\$ 457,286	\$ 412,462	\$ 438,177	\$ 506,672	\$ 612,799	\$ 570,278		(June)
Sept	\$ 382,785	\$ 370,347	\$ 362,264	\$ 374,740	\$ 362,360	\$ 392,082	\$ 438,668	\$ 400,437	\$ 392,873	\$ 369,808	\$ 352,942	\$ 467,420	\$ 492,873	\$ 489,378	\$ 437,497	\$ 438,280		(July)
Oct	\$ 383,438	\$ 333,084	\$ 312,668	\$ 334,617	\$ 391,602	\$ 369,776	\$ 353,927	\$ 310,984	\$ 364,323	\$ 389,095	\$ 444,035	\$ 457,574	\$ 449,303	\$ 433,956	\$ 489,571	\$ 561,281		(Aug)
Nov	\$ 296,224	\$ 316,127	\$ 363,243	\$ 369,611	\$ 334,516	\$ 276,142	\$ 247,201	\$ 329,297	\$ 350,025	\$ 350,974	\$ 323,406	\$ 345,890	\$ 418,609	\$ 490,129	\$ 484,654	\$ 477,028		(Sept)
Dec	\$ 267,104	\$ 269,223	\$ 234,724	\$ 236,204	\$ 228,102	\$ 240,769	\$ 245,800	\$ 245,873	\$ 208,385	\$ 218,690	\$ 266,275	\$ 343,500	\$ 318,205	\$ 297,835	\$ 290,493	\$ 302,207		(Oct)
Annual	\$ -	\$ -	\$ (75,879)	\$ -	\$ 25,294	\$ 25,294	\$ 25,293	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total	\$ 2,971,221	\$ 2,968,901	\$ 2,928,520	\$ 3,108,419	\$ 3,172,841	\$ 2,928,683	\$ 2,893,034	\$ 2,991,836	\$ 3,081,689	\$ 3,157,478	\$ 3,350,014	\$ 3,658,093	\$ 3,914,090	\$ 3,962,457	\$ 4,115,298	\$ 4,282,866	\$ 298,987	\$ 25,917
% to Budget	114.28%	114.19%	108.46%	107.19%	106.76%	97.62%	96.48%	103.88%	104.46%	102.46%	106.50%	112.90%	116.16%	114.86%	109.74%	114.21%	7.97%	Year-to-Date
Budgeted	\$ 2,600,000	\$ 2,600,000	\$ 2,700,000	\$ 2,900,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 2,880,000	\$ 2,950,000	\$ 3,081,590	\$ 3,145,590	\$ 3,240,000	\$ 3,370,000	\$ 3,450,000	\$ 3,750,000	\$ 3,750,000	\$ 3,750,000	2020 vs 2019
Subsequent Levy Offset	\$ 371,221	\$ 368,901	\$ 228,520	\$ 208,419	\$ 172,841	\$ -	\$ -	\$ 111,836	\$ 131,689	\$ 75,888	\$ 204,424	\$ 418,093	\$ 544,090	\$ 512,457	\$ 365,298	\$ 532,866		

Ahead (behind) same month in prior year	\$ 25,917
Average % to Date for this time period should be	8.33%



DOOR COUNTY
UNASSIGNED FUND BALANCE (located within the General Fund)
As of January 31, 2020

The following information on the General Fund is being provided to the Door County Board of Supervisors pursuant to Rule 19:

Unassigned Fund Balance--General Fund as of 12/31/2018 Audited
\$ 16,996,828.24

<u>2019 Approved Changes to Unassigned Fund Balance:</u>	<u>Additions To:</u>	<u>Reductions From:</u>
Transfer from Unassigned Fund Balance Included in 2019 Budget - Remodel Government Center		(300,000.00)
Acquisition of Younkers Building 56 N. 4th Ave - Resolution 2019-13		(505,000.00)
Transfer of Non-Budgeted Funds - County Clerk Resolution 2019-10		(13,000.00)
Acquisition of Hidding Trust Parcels - Resolution 2019-19		(450,000.00)
Transfer of Non-Budgeted Funds - 56 N 4th Ave Building - Resolution 2019-34		(94,000.00)
	\$ -	\$ (1,362,000.00)

Available Unassigned Fund Balance 12/31/2019 **\$ 15,634,828.24** Unaudited

<u>2020 Approved Changes to Unassigned Fund Balance:</u>	
Transfer from Unassigned Fund Balance included in 2020 Budget - for Jail Door CIP Project	(130,000.00)
Transfer from Unassigned Fund Balance included in 2020 Budget - for Human Services Reserve	(792,538.00)
	(922,538.00)

Available Unassigned Fund Balance 1/31/2020 **\$ 14,712,290.24** Unaudited

Steve Wipperfurth, Finance Director

	<u>As of 12/31/2017</u>	<u>As of 12/31/2018</u>	<u>As of 12/31/2019</u>	<u>As of 1/31/2020</u>
Unassigned Fund Balance	\$ 14,841,408.21	\$ 16,996,928.24	\$ 15,634,828.24	\$ 14,712,290.24

Unassigned Fund Balance is designed to serve as a measure of the fund's financial resources available for appropriation and has a direct impact on bond ratings and borrowing power of the county.

Current Unassigned Fund Balance	\$ 14,712,290.24
General Fund Budgeted Expenditures - 2020	\$ 33,688,152.00
All Other Budgeted Funds Requiring Tax Levy - 2020	\$ 27,199,151.00

The County's current unassigned fund balance of \$ 14,712,290.24 represents approximately

24.16315%

of its governmental funds budgeted expenditures. This level of funding is above the the 12%-15% reserve funding levels set forth in Resolution 72-03 adopted August 26, 2003.

From the policy: 12% is the base per County Board Policy at which point the County would never want to let the unassigned fund balance reserved for working capital go below.

Note:	
The amount above (below) the upper limit of 15% which, if above, could be a consideration for unforeseen expenditures	\$ 5,579,194.79
15% Upper Limit would equate to an unassigned fund balance of	\$ 9,133,095.45
12% Lower Limit would equate to an unassigned fund balance of	\$ 7,306,476.36

Door County Contingency Accounts January 31, 2020

General Contingency

#100.06.1161.59103

2019 Contingency Balance Carryforward (Estimated)	Unaudited	\$ 321,797.97
2020 Budget for Contingency Expense		\$ 150,000.00
		\$ 471,797.97

Total General Contingency Available for 2020

NOTE: The "2019 Contingency Balance Carryforward (Estimated)" shown above does not include the close out of final expenses for 2019 to the General Contingency Balance; this should be completed in May, 2020.

Uses - 2020

Expenses Not to Exceed \$18,000.00 for expenses related to external financial and operational audit of the Door County Treasurer's Department (Resolution 2020-06) \$ (18,000.00)

Subtotal		\$ (18,000.00)
Available Balance--General Contingency Expense	Unaudited	\$ 453,797.97

Payroll Contingency

Payroll Reserve - #100.32106	Unaudited	\$ 2,375,510.76
2019 Budget for Payroll Contingency - #100.06.1161.59101		\$ 695,000.00
		\$ 3,070,510.76

Total Payroll Contingency Available for 2019

Uses - 2019

Estimated Cost for 2019 of Compensation Plan Aging and Increases for General Municipal Employees (Resolution 2019-78), Collective Bargaining Agreement with Door County Deputy Sheriff's Association (Resolution 2019-21), Collective Bargaining Agreement with Emergency Medical Service Employees (Resolution 2019-57) \$ (334,837.00)

Subtotal		\$ (334,837.00)
Available Balance--Payroll Contingency Expense/Payroll Reserve	Unaudited	\$ 2,735,673.76

Door County Medical Benefits Fund For Period thru December 31, 2019

2018 Ending Balance	<u>Audited</u>	\$ 5,932,281.91
 <u>2019 Revenues:</u>		
Retired Employees Medical	\$ 118,737.08	
County Share Medical	\$ 5,331,970.39	
Employee Share Medical	\$ 823,593.28	
County Share Dental	\$ 318,565.79	
Pro-rated Employee Dental (part-time)	\$ 3,047.62	
Miscellaneous		
Sub-Total All Contributions	\$ 6,595,914.16	
Insurance Reimbursements	\$ 866,762.09	
Total Revenues to Date		\$ 7,462,676.25
 <u>2019 Expenditures:</u>		
Claims Paid Medical	\$ 4,933,709.15	
Claims Paid Dental	\$ 300,984.54	
Prescription/Drug Claims	\$ 1,073,340.31	
Total Claims	\$ 6,308,034.00	
Specific Premium (Stop Loss Insurance)	\$ 1,039,126.35	
Administrative and Miscellaneous Fees	\$ 150,968.68	
Transfers to Other Funds	\$ -	
Total Expenditures to Date	\$ 7,498,129.03	
2019 Net Gain/(Loss) to Date		\$ (35,452.78)
Current Fund Balance to Date	<u>Unaudited</u>	\$ 5,896,829.13
 <u>Notes:</u>		
2018 -- Same Time Period Net Gain or (Loss)	\$ (458,523.53)	
Difference between same time period-- current year verses prior year	\$ 423,070.75	
 Target Reserve to be maintained--based on consultant's recommendations 8/7/2018	 \$ 5,200,000.00	

Door County Medical Benefits Fund For Period thru January 31, 2020

2019 Ending Balance **Unaudited** \$ 5,896,829.13

2019 Revenues:

Retired Employees Medical	\$	11,112.92	
County Share Medical	\$	526,226.90	
Employee Share Medical	\$	55,532.61	
County Share Dental	\$	27,322.34	
Pro-rated Employee Dental (part-time)	\$	306.66	
Miscellaneous	\$	32.62	
Sub-Total All Contributions		\$ 620,534.05	
Insurance Reimbursements			
Total Revenues to Date			\$ 620,534.05

2019 Expenditures:

Claims Paid Medical	\$	390,776.66	
Claims Paid Dental	\$	27,606.70	
Prescription/Drug Claims	\$	50,719.69	
Total Claims		\$ 469,103.05	
Specific Premium (Stop Loss Insurance)	\$	102,790.58	
Administrative and Miscellaneous Fees	\$	6,633.55	
Transfers to Other Funds	\$	-	
Total Expenditures to Date		\$ 578,527.18	

2019 Net Gain/(Loss) to Date **\$ 42,006.87**

Current Fund Balance to Date **Unaudited** **\$ 5,938,836.00**

Notes:

2019 -- Same Time Period Net Gain or (Loss)	\$	82,265.09
Difference between same time period-- current year verses prior year	\$	(40,258.22)

Target Reserve to be maintained--based on consultant's recommendations 8/7/2018	\$	5,200,000.00
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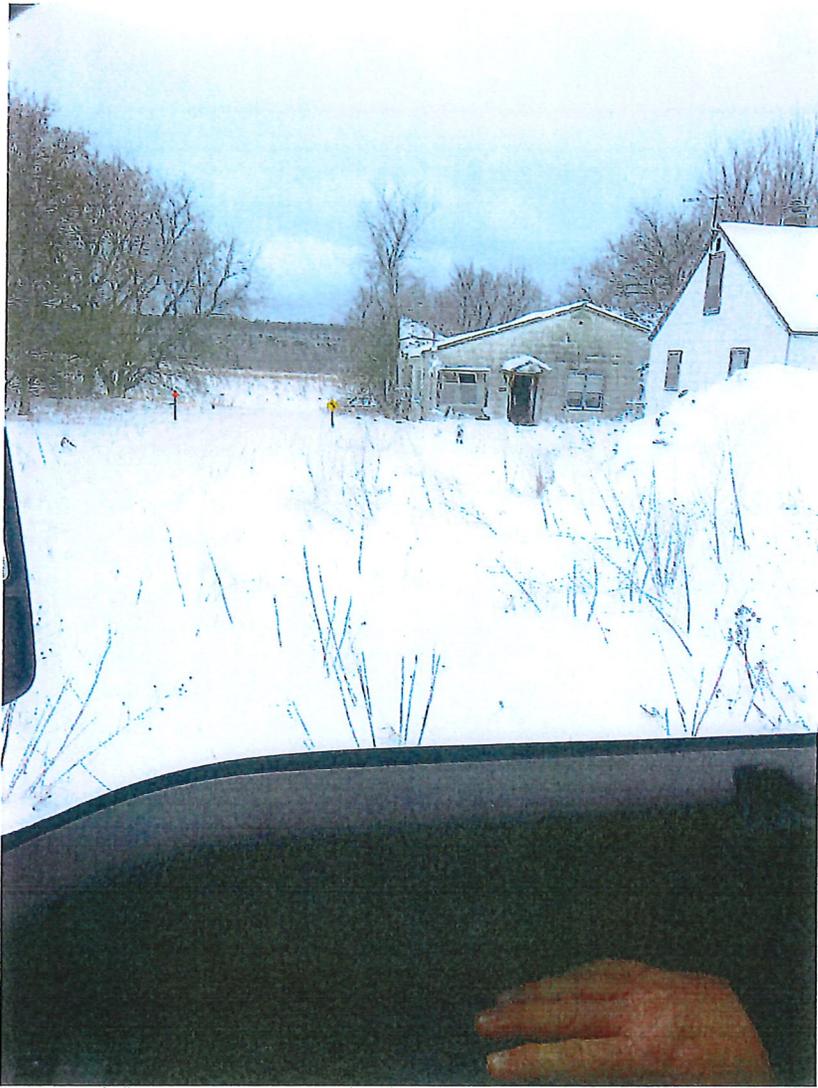
Door County Workers' Compensation Fund For Period thru January 31, 2020
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2019 Ending Fund Balance	<u>Unaudited</u>	<u>\$ 1,842,121.84</u>
Revenues	\$ 57,282.18	
Insurance Reimbursements/Dividends		
Total 2019 Revenues to Date	\$ 57,282.18	
Expenditures	\$ (333,514.00)	
Transfers Out		
Total 2019 Expenditures and Transfers Out to Date	\$ (333,514.00)	
2019 Net Gain/(Loss) to Date		\$ (276,231.82)
 Current Fund Balance, to Date	 <u>Unaudited</u>	 <u>\$ 1,565,890.02</u>

Notes: The Workers' Compensation Modification Rate decreased from 0.93 in 2014 to 0.79 for 2015; it decreased again for 2016, to 0.76; it increased slightly to 0.78 for 2017; and it decreased slightly again to 0.77 for 2018; it increased to 0.80 for 2019; and it decreased to 0.68 for 2020.



Picture Above: House to the South
Demo - \$12,000
Asbestos - \$7,500
Total - \$19,500



Picture Below:
1.5 Story House
Demo - \$8,000
Asbestos - \$5,600
Total - \$13,600

Picture Above:
Garage
Demo - \$5,000
Asbestos - \$3,700
Total - 8,700





Picture Below:
Trailer
Demo - \$3,000
No Asbestos
Total Cost -\$3,000

Picture Above:
2 Story House
Demo - \$15,000
No Asbestos
Total Cost - \$15,000





County of Door DEPARTMENT OF HEALTH AND HUMAN SERVICES

County Government Center
421 Nebraska Street
Sturgeon Bay, WI 54235

Joseph Krebsbach, Director

(920) 746-7155

1st floor fax (920) 746-2355

2nd floor fax (920) 746-2439

dhs@co.door.wi.us

Date: January 21, 2020

To: Health and Human Services Board

Cc: Administrative Committee

From: Joe Krebsbach

RE: Request to Change Vacant Social Worker Position to Social Work Supervisor and Fill

Our Child Protection and Juvenile Justice Division has lost seven (7) workers due to resignation, transfer or retirement over the past two years. Currently, six positions are filled by staff who have been here less than one year, and two remain vacant. Our most senior social worker in the division has been here less than six years. The result is a significant amount of stress on the entire division in a particularly critical program area, where child safety and community safety are at stake. We have recently conducted an internal audit of conditions and believe that we need to provide an additional supervisor to support the manager and staff in this division. Our request is to change the currently vacant Social Worker position to a Social Work Supervisor and to fill this new role.

This new position would be a working supervisor, reporting to the Children & Families Manager. They would directly supervise four (4) staff, coordinate the Foster Care Program, and provide back-up to the division manager in administering the programs and supporting the remaining staff.

In 2018, Wisconsin County Human Service Association (WCHSA) completed a study recommending that a supervisor in Child Welfare should oversee no more than five (5) case-carrying social workers. Currently, our Child and Families Manager has 12 direct reports. Although they are not all social workers with direct caseload responsibilities, all provide direct service to children, youth and families and require a high level of support. Our review found that our manager is stretched too thin to provide the level of supervision needed, particularly for this less experienced staff.

For calendar year 2020 the county received just over \$135,000.00 of additional Children & Families Allocation funding from the state to address workload needs. This is expected to be an ongoing allocation adjustment. We budgeted \$83,333.00 to cover a new non-supervisory position to manage foster care coordination. The remainder went to offset the amount of levy needed by the department. Switching the position to include supervisory responsibilities would mean an increase of \$9641.00. We have the funding to support this in 2020 with the current vacancies in that division. We will make additional adjustments in the next year's budget to continue the position going forward.

REQUEST FOR FISCAL IMPACT INFORMATION

RECLASSIFICATION

 FTE/Hours

 Job Class

 Step

 Rate

CHANGE FTE/Hours
 From _____ TO _____
 CHANGE JOB CLASS/STEP
 From _____ TO _____

Position Title
 Effective Date
 Department

Human Services - CPS

_____ 6 Mo _____
 _____ Sub Dept _____

FTE/Hrs	@ Rate	2020 TOTAL SALARY					2020 TOTAL BENEFITS			TOTAL SALARY and Benefits
CPS-Grade J-Level 1										
1.00	\$27.82	58,021					36,689			94,710
CPS-Grade H-Budget										
1.00	\$23.93	49,908					35,161			85,069
Total Salary and Benefit Increase										9,641
FTE/Hrs	@ Rate	2020 TOTAL SALARY					2020 TOTAL BENEFITS			TOTAL SALARY and Benefits
CPS-Grade J-Control Point										
1.00	\$31.79	66,301					38,249			104,550
CPS-Grade H-Budget										
1.00	\$23.93	49,908					35,161			85,069
Total Salary and Benefit Increase										19,481

Dept Head Signature

Finance Director

Date

Disclaimer: This Fiscal Impact does not include Step 2 \$28.61, Step 3 \$29.41, Step 4 \$30.20, or Step 5 \$31.00.

This Fiscal Impact is an example illustration of what the costs would be for this position/position change. It is based on estimates and assumptions provided by the Human Resources Department and/or the department in which this position works. Because these estimates and assumptions may change, or may be different than the actual circumstances at the time that this position is filled or this position change takes place, there may be a difference between the costs projected in this Fiscal Impact and the actual costs.

**MINUTES OF MEETING
DOOR COUNTY RESOURCE PLANNING COMMITTEE**

January 16, 2020

1.0 Open meeting.

Chair Fisher called a meeting of the Resource Planning Committee to order at 3:00 p.m. in the Chambers Room (Room C102, first floor) of the Door County Government Center, 421 Nebraska Street, Sturgeon Bay, Wisconsin.

Present:	<u>RPC Members</u>	<u>Others</u>	
	Ken Fisher	Mariah Goode	David Englebert
	David Enigl	Chris Moe	Jim Schuessler
	Jon Koch	Grant Thomas	Kevin Voss
	Richard Virlee	Chris Olson	Jessie Hatch
	Vinni Chomeau	Aaron LeClair	Nathan Drager
		Tammy Sternard	Nate Bell
		Don Freix	David Studebaker
		Jerry Worrick	Karen Studebaker

2.0 Verification of proper notice and posting procedures; quorum present; adoption of the agenda.

After verification of proper notice and posting procedures, there was a motion by Koch, seconded by Chomeau, to adopt the agenda as presented. Motion carried unanimously.

3.0 Public comment.

- a) Information may be received from members of the public, *except* information related to a pending hearing (e.g., zoning amendment or conditional use permit).
- b) Extensive discussion and all action must be deferred until and unless specific notice of the subject matter is included on the agenda.

Public comments pertaining to the importance of making broadband access as easy as possible in Door County were made by Jerry Worrick, David Studebaker, Kevin Voss, and Jim Schuessler. Don Freix also spoke in public comment about broadband access, but noted that he thought current options were a "short term" fix, and that he was concerned about the possibility of there being no regulations, including no requirement for towers to be removed when obsolete or in disrepair.

4.0 Correspondence: BUG Fire Department and Town of Gardner, both re: address sign replacement needs. (See also agenda item 6.0.)

- Committee members noted that the two correspondence items received and placed in packets would be discussed under agenda item 6.0.
- Additional correspondence received after packets posted, distributed by staff at the meeting, also pertaining to agenda item 6.0: Town of Brussels letter to the Land Use Services Department regarding address sign replacement.
- Additional correspondence submitted at the meeting by David Englebert, also pertaining to agenda item 6.0: Town of Union letter to the county Public Safety Committee regarding address sign replacement.
- Additional correspondence received after packets posted, distributed by staff at the meeting: Attorney Michele M. McKinnon to Corporation Counsel Grant Thomas pertaining to the proposed amendments to Chapter 14, Communications Support Structures and Related Facilities.

**MINUTES OF MEETING
RESOURCE PLANNING COMMITTEE
January 16, 2019**

5.0 Read and act on minutes of December 19th, 2019 meeting.

Motion by Chomeau, seconded by Virlee, to approve the minutes as presented. Motion carried unanimously.

6.0 Addressing program: Discussion & potential action on correspondence from BUG Fire Department and Town of Gardner regarding address sign replacement and related addressing program matters.

Goode, Thomas, Moe, and Olson provided a brief overview of the addressing program to date, which included the following items:

- The county addressing program was established in 2000. The ordinance and manual with standards as to sign type (one-sided), size, placement (parallel to the road), color (green with white lettering), etc. were created at that time. Sign standards remain unchanged.
- No fees were charged for address signs until late July 2009, at which point a fee of \$40 per sign was adopted by the county board. The county paid up until that point for the construction and installation of all signs, with the number of individual address signs estimated to be about 16,000 by July 2009. Summary signs are not included in that figure.
- A full-time staff person ran all aspects of the program for about ten years, administrative (clerical, billing, ordering, coordination with E911 and dispatch systems and software) and field-related (installation, inspection of all signs annually to ensure prompt replacement, etc.).
- Since the address system staff person's retirement, program responsibilities have been split between two positions (both now in Land Use Services), one dealing with all administrative aspects (currently Chris Moe) and one dealing with the field work (currently Chris Olson).
- In 2019, fees were changed to \$75 for new signs and \$25 for replacement signs.
- Replacement signs have been ordered and installed largely on an as-requested basis since the retirement and subsequent elimination of the full-time addressing staff position. Generally, requests come from property owners, but in late 2019, the Town of Forestville provided the department a list of approximately 75 signs town officials felt needed to be replaced. So far about 45 of those signs have been replaced; the other property owners have not yet responded to the mailing indicating they needed to submit the replacement fee. The replacement of the signs took Olson about three weeks, spliced in amongst his regular Sanitarian responsibilities.

Land Use Services staff, Thomas, RPC members, LeClair, Sternard, and Englebert then discussed the correspondence and requests facing the committee from the BUG Fire Department and the Towns of Brussels and Gardner (similar correspondence is anticipated from Union) to, at the very least, replace the faded signs in their area, and preferably, to replace all the signs in their towns with double-sided signs. Moe researched costs for producing double-sided signs; they would be about \$6 more per sign than the single-sided (approximately \$24 compared to approximately \$18). The cost for new replacement signs for all three towns is estimated to be about \$66,000. (There are currently 2,650 signs, although that figure is for individual address signs only – it does not include “summary” signs at the beginning of shared driveways and in other unusual situations.) Lengthy discussion then ensued as to the significant issue of the time that would be required to replace all of the signs, and likely reinstall the posts, as they would need to be rotated to accommodate the double-sided signs. Olson indicated that, depending on terrain, soil depth, etc., installation of a post and sign can take anywhere from ten to 60 minutes per sign. Also discussed was what sort of process might work best if such a wholesale replacement were to be undertaken, even on “just” a town-by-town basis, as there are currently about 18,000 individual signs in county jurisdiction and an unknown number of summary signs.

**MINUTES OF MEETING
RESOURCE PLANNING COMMITTEE
January 16, 2019**

Motion by Enigl, seconded by Koch, to have staff revisit the ordinance and manual to determine what changes would need to be made to shift to a long-term goal of installation on a town-by-town basis of double-sided signs, and to develop potential proposals regarding the process and cost-sharing options which could be used. Motion carried unanimously.

7.0 Zoning matter: Consider sponsorship of zoning text amendments to Door County Comprehensive Zoning Ordinance Chapter 14, Communications Support Structures and Related Facilities.

Goode and Thomas reviewed and discussed the proposed amendments with RPC members and audience members as recognized by the chair. The amendments put forth would do the following:

- Exempt from ordinance requirements all towers and support structures that are 50 feet or less in height, regardless of type of usage (individual property owner or shared or commercial). The ordinance would no longer exempt all towers (regardless of height) for individual use, though.
- Exempt from ordinance requirements all small wireless facilities, as defined by the state, whether in or out of road rights-of-way.
- Allow neighbors to waive setback requirements for any tower, private or shared or commercial.
- Clarify submittal requirements for applicants to show FCC and FAA compliance (or non-applicability).
- Allow for required engineering information to come from any licensed engineer (as opposed to one licensed in/by Wisconsin).
- Allow for recordation at Register of Deeds of a statement of assurance that a tower will be removed when obsolete (as opposed to requiring provision of a letter or credit or performance bond).

Audience members who spoke all were in favor of completely exempting most if not all broadband towers – but definitely private-use towers – from the ordinance requirements.

Discussion topics also included the five towns that have opted out of the county ordinance. RPC members expressed interest in finding out whether the proposed amendments might cause any towns to opt back in, and what projects exactly those towns have pursued that they could not have pursued under the county regulations.

Motion by Enigl, seconded by Koch, to postpone the discussion to a later meeting which would afford more time to discuss the topic, and at which information could be reviewed regarding the towns' thoughts on the proposed amendments and projects that they have pursued since opting out of the county ordinance. Motion carried unanimously.

8.0 Future meeting schedule.

January 16, 2020	-	6:00 p.m. meeting at ADRC re: flooding issues, processes, resources.
February 6, 2020	-	Zoning hearing(s), planning meeting.
February 20, 2020	-	Zoning hearing.

RPC members noted that they planned on attending the flooding meeting that evening at ADRC.

**MINUTES OF MEETING
RESOURCE PLANNING COMMITTEE
January 16, 2019**

Virlee may be late February 6th, the hearings for which were already advertised to start at 3:00.

The February 20th meeting will likely be the hearing for the proposed quarry development. All five RPC members indicated they are available to attend that day. The ADRC dining room has been reserved for the meeting. 3:00 would be the earliest possible start time due to the lunch program, which doesn't end until about 1:30. Fisher, Thomas, and Goode will meet next week to determine if those offering testimony need to sign up to do so in advance, and if time limits will be placed on testimony.

Meeting schedule as discussed noted.

9.0 Meeting per diem code.

Chair Fisher assigned code 116.

10.0 Adjourn.

Motion by Koch, seconded by Virlee, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 4:37 p.m.

Reported by,

Mariah Goode
Land Use Services Director

MKG/SV/lr

**MINUTES OF MEETING
DOOR COUNTY RESOURCE PLANNING COMMITTEE**

February 6, 2020

1.0 Open meeting.

Chair Fisher called a meeting of the Resource Planning Committee to order at 3:28 p.m. in the Chambers Room (Room C102, first floor) of the Door County Government Center, 421 Nebraska Street, Sturgeon Bay, Wisconsin.

Present:	<u>RPC Members</u>	<u>Others</u>	
	Ken Fisher	Mariah Goode	Pete Hurth
	David Enigl	Sue Vanden Langenberg	Peg Nelson
	Jon Koch	Grant Thomas	Kelly Nelson
	Richard Virlee	John Anderson	Adam Nelson
	Vinni Chomeau	Aaron LeClair (arrived at 3:25 p.m.)	Dale Reiser
		Chris Moe (arrived at 3:25 p.m.)	Maureen Reiser

2.0 Verification of proper notice and posting procedures; quorum present; adoption of the agenda.

After verification of proper notice and posting procedures, there was a motion by Koch, seconded by Enigl, to adopt the agenda as presented. Motion carried unanimously.

3.0 Public comment.

- a) Information may be received from members of the public, *except* information related to a pending hearing (e.g., zoning amendment or conditional use permit).
- b) Extensive discussion and all action must be deferred until and unless specific notice of the subject matter is included on the agenda.

None.

4.0 Correspondence.

- January 15, 2020: Attorney Michele McKinnon to Corporation Counsel Grant Thomas.
- January 17, 2020: Corporation Counsel Grant Thomas to Attorney Michele McKinnon.
- January 16, 2020: E-mail from Don Freix to RPC members.

All of the above relate to county communication tower regulations and broadband access.

Correspondence noted. Discussion of this topic (to be continued from the January 16th meeting's discussion) will occur at a meeting later this spring.

5.0 Read and act on minutes of January 16th, 2020 meeting.

Motion by Chomeau, seconded by Virlee, to accept the minutes as presented. Motion carried unanimously.

**MINUTES OF MEETING
RESOURCE PLANNING COMMITTEE
February 6, 2020**

6.0 Zoning matters.

6.1 John L. Anderson (d.b.a. Beantown Campground); conditional use permit to expand the existing campground via ten (10) additional sites south of the existing campsites, resulting in 108 total campsites; 8300/8400 CTH F; Countryside (CS) zoning district; Baileys Harbor.

Motion by Koch, seconded by Enigl, that:

- A. John L. Anderson (d.b.a. Beantown Campground) proposes to expand the existing campground via ten (10) additional sites south of the existing campsites, resulting in 108 total campsites, located at 8300/8400 CTH F, Town of Baileys Harbor, Door County, Wisconsin, Section 18, Town 30 North, Range 28 East, and in a Countryside (CS) zoning district, under a conditional use permit.
- B. Following a public hearing, the Resource Planning Committee (RPC) finds and concludes that:
 1. The applicant has demonstrated by substantial evidence that the application and all conditions and requirements relating to the proposed conditional use are or will be satisfied.
 2. There was no substantial evidence to support the opposite conclusion.
 3. A conditional use permit is hereby granted, subject to the following conditions and requirements:
 - a. The use must be established within 12 months of the issuance of the conditional use permit.
 - b. Any outdoor lighting erected in conjunction with this use shall utilize fixtures whose lens, hood, or combination thereof allow no direct beams to be seen from off the property or cast skyward, and the lighting elements of which shall not be visible from adjacent properties.
 - c. The project shall comply with all applicable local, state, and federal building codes and ordinances, including obtaining all required approvals and permits prior to continuation of construction.
 - d. The campground expansion shall be screened by means of a vegetative screening, as described in Sec. 3.10(4), landscape buffer tree requirements, along all lot lines as shown on the "Landscape Plan" submitted on December 10, 2019.
 - e. A 10:00 p.m. curfew shall be required and all fires shall be extinguished by 12:00 a.m.
 - f. A secondary emergency access, as shown on the site plan submitted on December 10, 2019, shall be installed. The fire department shall be informed as to how to use the access if it is to be closed off from daily/public use.
 - g. The proposed driveways (including the secondary emergency access driveway) serving the new campsites shall be a minimum of 12' wide and driveway access shall be maintained such that emergency vehicles can drive through the parcel or turn around.
 - h. The project shall be completed by September 1, 2021.

**MINUTES OF MEETING
RESOURCE PLANNING COMMITTEE
February 6, 2020**

- i. An affidavit shall be recorded to provide successors in interest notice of the conditional use permit and conditions and requirements.

Motion carried unanimously.

6.2 Burgess Nelson Partnership, LLC (d.b.a. Nelsons of Fish Creek, LLC); conditional use permit to construct 8,200 sq. ft. addition to existing 15,628 sq. ft. hardware store for a total of 23,828 square feet (retail is a permitted use but retail structure exceeding 20,000 square feet requires conditional use permit); 3449 STH 42; General Commercial (GC) zoning district; Gibraltar.

Motion by Enigl, seconded by Virlee, that:

- A. Burgess Nelson Partnership, LLC (d.b.a. Nelsons of Fish Creek, LLC) proposes to construct an 8,200 square foot addition onto the existing 15,628 square foot hardware store for a total of 23,828 square feet located at 3449 STH 42, Town of Gibraltar, Door County, Wisconsin, in Section 27, Town 31 North, Range 27 East, and in a General Commercial (GC) zoning district, under a conditional use permit.
- B. Following a public hearing, the Resource Planning Committee (RPC) finds and concludes that:
 1. The applicant has demonstrated by substantial evidence that the application and all conditions and requirements relating to the proposed conditional use are or will be satisfied.
 2. There was no substantial evidence to support the opposite conclusion.
 3. A conditional use permit is hereby granted, subject to the following conditions and requirements:
 - a. Any outdoor lighting erected in conjunction with this use shall utilize fixtures whose lens, hood, or combination thereof allow no direct beams to be seen from off the property or cast skyward, and the lighting elements of which shall not be visible from adjacent properties.
 - b. A regular zoning permit authorizing construction of the building shall be obtained within 12 months; construction must begin within 12 months of the issuance of the regular zoning permit.
 - c. The project shall be completed by February 10, 2022.
 - b. The project shall comply with all applicable local, state, and federal building codes and ordinances, including obtaining all required approvals and permits prior to continuation of construction.
 - c. An affidavit shall be recorded to provide successors in interest notice of the conditional use permit and conditions and requirements.

Motion carried unanimously.

7.0 Addressing program: Continued discussion/potential action regarding address sign replacement request.

County Corporation Counsel Grant Thomas, Emergency Services Director Aaron LeClair, and GIS Technician Chris Moe joined RPC members, Goode, and Vanden Langenberg in discussing this matter.

**MINUTES OF MEETING
RESOURCE PLANNING COMMITTEE
February 6, 2020**

Two basic options were discussed, detailed on a handout provided by staff and attached/ incorporated into these minutes:

- 1) Continue the addressing program “as is,” with possibly some periodic LTE assistance in sign replacement/installation for those in very poor condition.
- 2) Pursue installation of two-sided, perpendicular-to-the-road signs for all 14 towns using a short-term contract with an outside entity so the replacement happens as quickly as possible.

In addition to reviewing the ideas presented, various additional ideas regarding how to fund the project if all the signs were to be replaced were discussed: Capital improvements plan item? If yes, one-time, or perpetual? Tax bill special assessments with/via the towns? Towns pay the county and collect directly from property owners? Etc. Etc.

After about half an hour, it was agreed by consensus that staff should reach out to the towns to let them know the county is considering shifting to two-sided signs, and to ask them to provide a general assessment of the condition of address signs in their towns on their annual road inspections this spring. Ideally, they would also provide a list of those address signs that need to be replaced.

8.0 Future meeting schedule.

February 20, 2020	-	Quarry Bluff zoning hearing at ADRC. 3:00 hearing start.
March 5, 2020	-	?
March 19, 2020	-	?

Hearing guidelines for February 20, 2020 were reviewed with Corporation Counsel Thomas.

There will be no meetings or hearings in March.

Meeting schedule as discussed noted.

9.0 Meeting per diem code.

Chair Fisher assigned code 298.

10.0 Adjourn.

Motion by Enigl, seconded by Chomeau, to adjourn the meeting. Motion carried unanimously.

Meeting adjourned at 4:38 p.m.

Reported by,

Mariah Goode
Land Use Services Director

Sue Vanden Langenberg
Zoning Administrator

Door County Uniform Addressing Program

February 6, 2020

Background

- 2000: Program established. Ordinance and manual with standards on sign type (one-sided), size, placement (parallel to the road), color (green with white lettering), etc. were created at that time. Those standards remain essentially unchanged.
- 2009: First fee established in July; \$40 per sign (includes post and installation). Individual address signs in place in towns by then estimated to be about 16,000, plus summary signs.
- 2010: Full-time staff person who ran all aspects of the program since 2000 retired. Administrative duties had included clerical work, correspondence, billing, ordering, coordination with E911/dispatch systems/software, etc. Field-related duties included some in-office work (contacting Digger's Hotline, route coordination, etc.) as well as the actual sign installation, inspection of all signs annually to ensure prompt replacement, etc.
- 2010-present: Program responsibilities split between two positions (both now in Land Use Services), one administrative and one in the field. Replacement signs ordered and installed largely on an as-requested basis (no staff time for annual county-wide visual inspection).
- 2019: Fees changed to \$75 for new signs and \$25 for replacements.

Current Request

- Primary issue/request: Replace deteriorated signs in Brussels, Union, and Gardner.
- Corollary request: Consider replacing all of the signs in Brussels, Union, and Gardner (2,650 individual signs, plus summary signs), and across the rest of the county, with two-sided signs, placed perpendicular to the road. Consider color change as well.

Options

Option One: Continue with current system

1. Manual and ordinance would not need to be amended.
2. Sign replacement: In addition to county field staff observation, fire department(s), towns, and/or property owners can provide lists (and photos documenting condition) of signs that need to be replaced. We will then work with the property owners to do so.
3. Payments: Sought directly from property owners. (Note: Need to resolve issue of what to do with property owners that refuse to pay for a new sign, as is happening in Forestville.)
4. Labor: To speed up replacement of signs in poor condition, consider possible labor-sharing (highway, EMS, towns, and/or fire departments?) or county Limited Term Employee (LTE).

One full-time LTE could probably replace 1,000 signs in 12 ½ weeks. (This assumes an estimated 30 minutes' worth of work per sign, 15 in-office and 15 in the field. This estimate might be overly optimistic, especially because it does not take into account possibly needed replacement of some posts. Note too that we do not have information on how many signs actually need to be replaced.) LTE labor cost for 12 ½ weeks: \$7,500.

Option Two: Two-sided signs for all 14 towns

1. 18,000 individual address signs, plus hundreds of summary signs, would need to be replaced. In order to have a “uniform” system, the replacement would need to happen in as short a timeframe as possible for all 14 towns.
2. Costs (approximate).

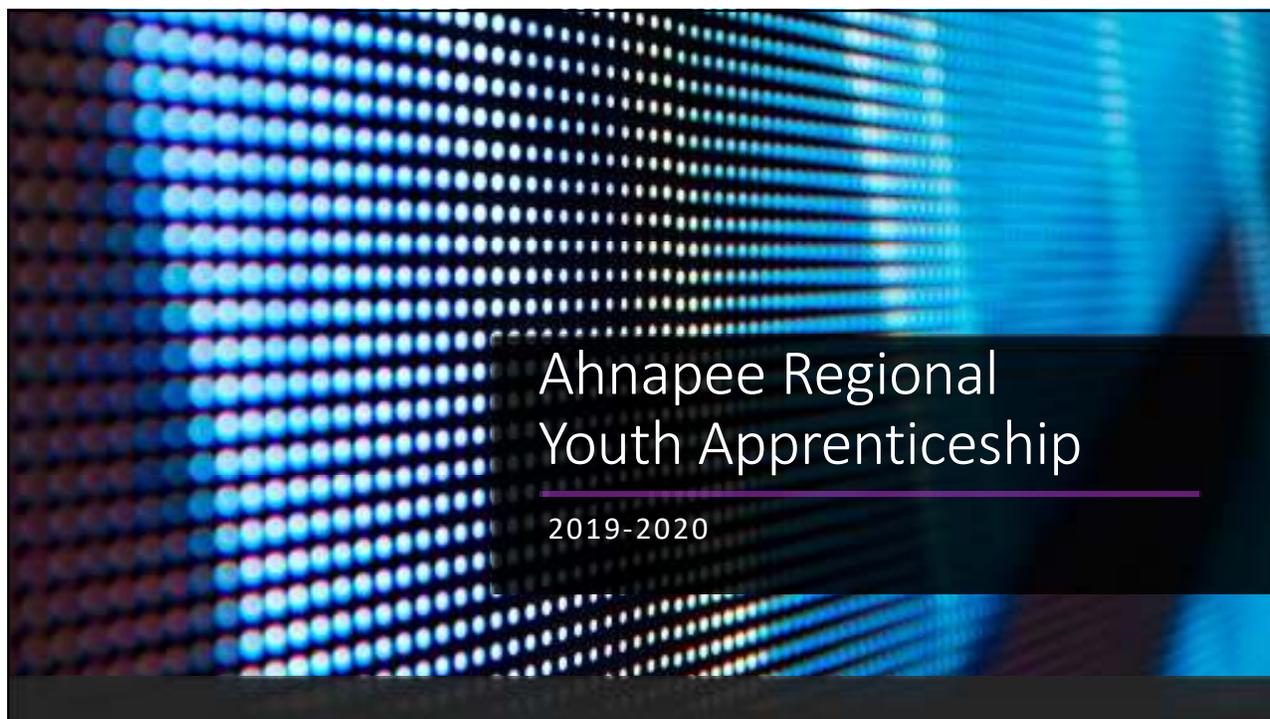
	Lange	Newman	County ***
18,000 signs	\$ 341,100	\$ 417,600	\$ 360,000
Installation	\$ 175,500	<i>Information not included</i>	\$ 202,500
Shipping	<i>Not included in above costs</i>	<i>Not included in above costs</i>	\$ 0
Posts*	\$6.86 each	<i>Information not included</i>	\$6.86 each
Summary signs**	\$42.65 each	<i>Information not included</i>	\$42.65 each

* Note that, according to Lange, all the posts would need to be reinstalled; no bracket is going to work well to properly reorient signs on the existing posts in the ground. Also, an unknown number of posts would need to be replaced completely.

** It is unknown how many summary signs there are for shared driveways and easements. There are likely at least several hundred.

*** County sign cost is based on current Highway Department charges, although note that the department has indicated they would not be able to undertake this project in a short timeframe. County installation costs assumes LTE employee with in-office work and field installation of 13,500 hours (45 min./sign, in-office and in field) x \$15/hour.

3. Payment method: Town-wide basis through assessment/property tax system. (Note: Towns would have to agree; county can't force this method of payment.)
4. Manual and ordinance would need to be amended.



Welcome to Youth Apprenticeship

Welcome to the Ahnapee Regional Youth Apprenticeship Program.

- This module has been created to explain the youth apprenticeship program in its entirety, the processes we utilize to ensure a successful partnership with schools, students, and employers, along with the benefits and highlights of participating in the Youth Apprenticeship Program.



Career Cluster Areas

16 Career Clusters



Approved for Youth Apprenticeship

- [Agriculture, Food & Natural Resources](#)
- [Architecture & Construction](#)
- [Art, A/V Technology & Communications](#)
- [Finance Health Science](#)
- [Hospitality, Lodging & Tourism](#)
- [Information Technology](#)
- [Manufacturing](#)
- [Marketing](#)
- [Science, Technology, Engineering & Mathematics \(STEM\)](#)
- [Transportation, Distribution & Logistics](#)

Youth Apprenticeship Data

27,000+
STUDENTS HAVE GRADUATED FROM THE PROGRAM



Unique Students Count	Unique Employers Count
22,363	10,291

Top 3 Areas in Wisconsin

1. Manufacturing
2. Health Science
3. Agriculture, Food & Natural Resources

Youth Apprenticeship Overview

➤ Youth Apprenticeship (YA) is a highly successful talent acquisition strategy in which employers hire high school juniors or seniors for a one or two-year apprenticeship. During the apprenticeship, the student continues toward high school graduation and takes courses related to the profession as a way of enhancing what is being learned on the job. The YA Program is coordinated locally by regional consortia and overseen by the Wisconsin Department of Workforce Development (DWD).

Program Framework	Program Timeline
<ul style="list-style-type: none"> ➤ Industry-developed skill standards ➤ Exposure to multiple aspects of the industry ➤ Skilled mentors assigned to train the students ➤ Paid on-the-job work experience ➤ Related classroom instruction concurrent with work-based learning; guidelines for all programs ➤ Performance evaluation of demonstrated competencies ➤ State-issued skill certificate 	<ul style="list-style-type: none"> ➤ Level One: <ul style="list-style-type: none"> ○ Junior OR Senior year of High School; can begin as early as June after sophomore year ○ 450 hours of work-based learning MINIMUM ○ 2 semesters of related classroom instruction must be completed by high school graduation ○ Earned school credit – treated as elective ➤ Level Two (standard YA program): <ul style="list-style-type: none"> ○ Junior AND Senior year of High School ○ 900 hours of work-based learning MINIMUM ○ 4 semesters of related classroom instruction ○ Must be completed by high school graduation ○ Earned school credit – treated as elective

Child Labor Laws – Student Learner Law

Student employment in the Youth Apprenticeship Program is supported in the Student Learner Law.

1. A "student learner" is a student of an accredited school who is employed on a part-time basis to obtain both scholastic credit and employment training under a bona fide written school-work training program agreement.
2. You must comply with all state child labor laws as outlined in the [Student Learner Law](#).
3. Review the guidelines to fully understand your student worker parameters as it pertaining to when the student can work, the number of hours, liability, and prohibited equipment and tasks.

Legal Requirements of YA

- Work Permits: Not required in Wisconsin for anyone 16 years of age and older as of June 23, 2017.
- Hours Allowed: Youth apprentices and their employer work out their schedules, ensuring that students may continue working toward high school graduation and school board policies are followed. Wisconsin no longer limits the number of hours of or which hours youth ages 16 and 17 may work.
- Wages: As employees, youth apprentices must be paid at least the minimum wage.
- Workers Compensation: Youth apprentices are covered by their employer's workers compensation insurance policy. Note: Workers compensation rates are not affected by the age of the employees, but rather the industry in which the employer operates.



Legal Requirements Continued

- Unemployment Insurance Benefits: If a youth apprentice is enrolled full time in an educational institution and receives school credit for their participation in the YA Program, they are NOT eligible to file for Unemployment Insurance benefits from their YA employer.
- Student Learner Law: Youth apprentices are considered student learners which allows them to perform some work that otherwise would be off-limits to minors.



EMPLOYER
BENEFITS

Benefits to Employers

- The YA Program has been connecting employers with high school student talent for over 25 years
- Employers extend permanent job offers to more than 75 percent of the graduating youth apprentices annually, making YA an excellent pipeline for recruiting and retaining loyal, well-trained talent.
- Employers continually report a high level of satisfaction, and cite these program benefits:
 - Increase visibility of employer's industry / business.
 - Access to young workers who are eager to learn and have interest in the profession.
 - Quality, prescreened youth apprentices who receive ongoing support during their apprenticeship.
 - A method to address future hiring needs in a cost-effective and timely manner.
 - Opportunity to prepare future workers.
 - Opening to help educational personnel develop job-specific proficiencies.
 - Chance to become involved with worksite curriculum.
 - The chance to shape the skills, expectations and habits of youth apprentices at a young age.



YA would not exist without the commitment by local employers to develop the next generation of workers

Employer Responsibilities

- Interview and hire YA student(s)
- Sign [Employer Training Agreement](#)
- Participate in mentor training session – 1.5 Hours
- Provide on the job training to YA student(s)
- Pay YA student(s) at least minimum wage
- Participate in regular Progress Reviews with youth apprentice(s) at least 4 times per year
- Ensure 450 hours per year of worksite training/work hours
- Comply with employment of minors (a.k.a. child labor) laws
- Ensure [Skills Checklist](#) is completed
- Track YA student hours on a quarterly basis.





Student Responsibilities

1. Complete the Youth Apprenticeship Application and Waiver Form.
2. Meet with Youth Apprenticeship Coordinator/School Counselor to discuss your future career goals, education path, and ideal opportunities
3. Action items created
 - Develop Resume
 - Interviewing Skills/Mock Interviews
 - Consultation on education requirements
 - Conduct job shadows
4. Once student is ready, Youth Apprenticeship Coordinator will provide contact information for potential opportunities
5. Student responsibility to contact and schedule interview
6. When student hired,
 - Student will coordinate with employer their hiring requirements and hours they will work.
 - Student will be accountable to get the Employer Training Agreement signed
7. Student will meet quarterly with their youth apprenticeship coordinator to discuss performance in their academic sector as well as Youth Apprenticeship Sector. Develop goals and work on certain employability skills necessary for continued success.



Putting It All Together

As a partner, you will.....

- Help your business with the staffing shortage that will continue in the State of Wisconsin
- Receive qualified workers interested in the line of work you prefer
- Build learner's interest in industry/field/occupation, RETENTION
- Know your youth apprenticeship student will be on a steep learning curve but with your guidance and feedback, they will soon be an independent worker and will be an asset to your business.

Staffing, Interested, Retention & Evaluate

Questions / Concerns?



Thank You Page

THANK YOU for considering the Ahnapee Regional Youth Apprenticeship Program!

Come along on our journey to success and be involved in shaping the future work force!



FIXED INCOME INVESTMENT INDICATIONS as of 2/10/2020

Term to maturity

	60 Days	90 Days	120 Days	180 Days	270 Days	1 Year	18 Months	2 Years	3 Years	4 Years	5 Years
Top Ten Certificates of Deposit (\$250K)	1.20% to 1.40%	1.35% to 1.52%	1.35% to 1.45%	1.40% to 1.55%	1.40% to 1.50%	1.44% to 1.60%	1.45% to 1.65%	1.40% to 1.70%	1.20% to 1.70%	*	*
U.S. Government Agency	1.41%	1.42%	1.42%	1.39%	1.33%	1.29%	1.29%	1.27%	1.25%	1.26%	1.29%
U.S. Government Treasury	1.41%	1.40%	1.40%	1.39%	1.40%	1.38%	1.36%	1.29%	1.24%	1.23%	1.24%

*Rates Available Upon Request

Fixed Rate Investment rates are quoted net of all transaction fees. Rates are subject to change and may be different than those available at the time of execution. CD rates represent the highest and lowest rates paid on the top 10 yielding banks for FDIC insured \$250,000 CDs and do not take into consideration individual portfolio holdings. CDs are quoted as yield to maturity investments and are subject to early withdrawal penalty, unless otherwise waived.

If you have questions regarding the "Weekly Rate Sheet" please contact Sara Schnoor @ 1-414-225-0099 ext. 1502

or SSchnoor@pmanetwork.com

PRE-PAID VOUCHER LISTING - FINANCE COMMITTEE - FEBRUARY, 2020

Vendor #	Date Paid	Vendor Name	Description	Amount
22232	01/16/20	Ehlers Investment Partner	Investment services	500.00
14091	01/16/20	Stacey Volkmann	Reimburse december premiums	36.22
2409	01/16/20	Tim Clark	Reimburse december premiums	22.48
21512	01/16/20	Bond Trust Services	Bond paying agent fee 2015A	400.00
21512	01/16/20	Bond Trust Services	Bond series 2017A interest	125,922.50
21512	01/16/20	Bond Trust Services	Bond series 2015A interest	39,350.00
2607	01/16/20	FedEx	Ceridian paychecks	34.22
416	01/16/20	WI County Treasurers Assoc	Membership dues-Zahn	100.00
10062	01/29/20	Aaron Qualio	Over pmt of taxes	27.03
11704	01/29/20	Andrew Franken	Over pmt of taxes	5.00
17194	01/29/20	Christine Crutchfield	Over pmt of taxes	13,608.78
19994	01/29/20	Corelogic Tax Services	Over pmt of taxes	87.05
11711	01/29/20	DC Farmette	Over pmt of taxes	43.66
11712	01/29/20	Eric Warner	Over pmt of taxes	35.72
3106	01/29/20	Gerald Kita	Over pmt of taxes	50.00
22873	01/29/20	John Wagner	Over pmt of taxes	589.33
11706	01/29/20	Justin Mortara	Over pmt of taxes	27.00
11710	01/29/20	Kirk Young	Over pmt of taxes	12.32
16255	01/29/20	Nationstar Mortgage	Over pmt of taxes	9,232.45
2418	01/29/20	Nicolet National Bank	Over pmt of taxes	13,199.98
11707	01/29/20	Thomas Haft	Over pmt of taxes	5.00
17239	01/29/20	Thomas Kinsella	Over pmt of taxes	26.33
32820	01/29/20	Town of Brussels	Over pmt of taxes	2,054.73
32870	01/29/20	Town of Clay Banks	Over pmt of taxes	3,636.99
33270	01/29/20	Town of Nasewauppee	Over pmt of taxes	20,404.84
33470	01/29/20	Town of Union	Over pmt of taxes	8,608.22
10741	01/30/20	Door County Deputy Sheriff Assoc	Union dues	1,674.00
5238	01/30/20	Great West	Deferred comp	15,486.00
21372	01/30/20	Nationwide	Deferred comp	10,567.26
502	01/30/20	United Way	Employee contributions	134.00
11717	01/30/20	Amy Murray	Over pmt of taxes	553.13
11723	01/30/20	Bay Hometown Pharmacy	Over pmt of taxes	77.82
11721	01/30/20	Benjamin Hubing	Over pmt of taxes	207.77
7299	01/30/20	Christopher Nelson	Over pmt of taxes	20.00

PRE-PAID VOUCHER LISTING - FINANCE COMMITTEE - FEBRUARY, 2020

Vendor #	Date Paid	Vendor Name	Description	Amount
17194	01/30/20	Corelogic Tax Serivces	Over pmt of taxes	3,818.42
11714	01/30/20	Fred Herbst	Over pmt of taxes	124.29
11722	01/30/20	Katie Helscher	Over pmt of taxes	4,414.23
11719	01/30/20	Leland Baxter	Over pmt of taxes	72.19
11718	01/30/20	Ray Slaby	Over pmt of taxes	1,000.00
7428	01/30/20	Robert Lautenbach	Over pmt of taxes	401.53
8301	01/30/20	Ross Logerquist	Over pmt of taxes	9.33
11713	01/30/20	Terence Carolan	Over pmt of taxes	49.61
33270	01/30/20	Town of Nasewauppee	Over pmt of taxes	5,929.73
33470	01/30/20	Town of Union	Over pmt of taxes	446.91
2722	01/31/20	City of Sturgeon Bay	2019 approved chargeback	2,398.76
10439	01/31/20	CliftonLarsonAllen	Interim billing for 2019 audit	19,450.00
8426	01/31/20	DCEDC	2020 contribution	65,000.00
13533	01/31/20	Government Finance Officers Assoc	2020 GFOA webinars	255.00
13533	01/31/20	Government Finance Officers Assoc	2020 GFOA membership dues	675.00
22018	01/31/20	Tyler Technologies	CAFR builder implementation	4,880.00
5238	01/31/20	Great West	Deferred comp	15,486.00
21372	01/31/20	Nationwide	Deferred comp	10,542.26
502	01/31/20	United Way	Employee contributions	134.00
15761	02/05/20	Boston Mutual	January premiums	1,870.40
2607	02/05/20	FedEx	Ceridian paychecks/W2's	107.50
15069	02/05/20	Staples	Finance/hwy office supplies	215.91
22093	02/05/20	Superior Vision	January premiums	2,089.10
14532	02/05/20	WalMart	See attached	1,960.38
5999	02/05/20	Wisconsin Document Imaging	Finance copier	76.50
11828	02/07/20	Cenlar	Over pmt of taxes	2,638.39
17194	02/07/20	Corelogic Tax Serivces	Over pmt of taxes	3,566.60
11829	02/07/20	Diane Fardig	Over pmt of taxes	247.14
11830	02/07/20	Door County Land Trust	Over pmt of taxes	46.03
11840	02/07/20	Jack Suriano	Over pmt of taxes	40.00
16741	02/07/20	Jennilee Jorgenson	Over pmt of taxes	477.05
11861	02/07/20	Nathan Smith	Over pmt of taxes	2,584.29
15092	02/07/20	Peninsula Title	Over pmt of taxes	315.44
11834	02/07/20	Peter Haase	Over pmt of taxes	1,145.31
11854	02/07/20	Ronald Supeter	Over pmt of taxes	6.00
33270	02/07/20	Town of Nasewauppee	Over pmt of taxes	8,639.82
33470	02/07/20	Town of Union	Over pmt of taxes	1,627.00

PRE-PAID VOUCHER LISTING - FINANCE COMMITTEE - FEBRUARY, 2020

Vendor #	Date Paid	Vendor Name	Description	Amount
22793	02/07/20	Wells Fargo Bank	Over pmt of taxes	5,728.96
2607	02/07/20	FedEx	Ceridian 1099's	60.51
15303	02/07/20	Nina Martel	Guardian ad litem for in rem action	25.39
21282	02/07/20	Shred It	Paper shredding	109.44
35070	02/07/20	Village of Ephraim	Special assessments	423.26

435,827.51

Date

David Englebert, Chairman
Finance Committee

