

<p style="text-align: center;">Notice of Public Meeting</p> <p style="text-align: center;">Wednesday, September 6, 2023 1:00 p.m.</p> <p style="text-align: center;"><i>or immediately following the Door County Board / Department Heads Budget Planning Workshop, whichever occurs later</i></p>	<p>FINANCE COMMITTEE</p>	<p style="text-align: center;"><i>Landmark Resort/Carrington Pub Egg Harbor Room 7643 Hillside Road, Egg Harbor, WI</i></p>
<p><i>Oversight for Finance Department, Register of Deeds and County Treasurer</i></p>		

AGENDA

1. **Call Meeting to Order**
2. **Establish a Quorum ~ Roll Call**
3. **Adopt Agenda / Properly Noticed**
4. **Approve Minutes** of the August 15, 2023 Finance Committee Meeting
5. **Communications**
6. **Public Comment**
7. **New Business (Review / Action)**
 - A. 2024 Door County Budget
Finance Committee Review/Recommendation to Send to Oversight Committees for their Review/Recommendation
 - B. Review & Recommendation re: Finance Oversight Department Budgets
 - Register of Deeds Department
 - Treasurers Department
 - Finance Department
8. **Matters To Be Placed on A Future Agenda Or Referred To A Committee, Official, Or Employee**
9. **Next Meeting Date:**
 - September 20, 2023 – 9:00 a.m. – Tentative / If Needed
 - October 17, 2023 – 1:00 p.m.
10. **Adjourn**

Deviation from the order shown may occur

Call Meeting to Order

The Tuesday, August 15, 2023 Finance Committee meeting was called to order by Chairman David Englebert at 1:00 p.m. at the Door County Government Center.

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

Establish a Quorum ~ Roll Call

Committee Members present: David Englebert, Jeff Miller, Dale Vogel, Bob Bultman, and Alexis Heim Peter. Joel Gunnlaugsson attended virtually. Morgan Rusnak was excused.

Others in Attendance: Administrator Ken Pabich, Finance Director Steve Wipperfurth, Corporation Counsel Sean Donahue, and County Clerk Jill Lau.

Virtual Attendance: Public and Staff.

Adopt Agenda / Properly Noticed

Motion by Vogel, seconded by Heim Peter to adopt the agenda. Motion carried by voice vote.

Approve Minutes of the July 18, 2023 Finance Committee Meeting

Motion by Miller, seconded by Vogel to approve the minutes of the July 18, 2023 Finance Committee Meeting. Motion carried by voice vote.

Communications

No communications were presented.

Public Comment

None.

**Finance Director Department Update
Investment Report**

The investment report was reviewed. Finance Director Steve Wipperfurth noted next month the investment report will be in the new format.

Comparison of Sales Tax Revenues

Wipperfurth reviewed the report included in the meeting packet. Sales tax collections to date are ahead of last year collections.

Unassigned Fund Balance & Contingency Fund Status

The reports were reviewed. No updates to the Unassigned Fund. Contingency Fund reviewed.

Health Insurance & Workers Comp

Reports reviewed.

New Business (Review / Action)

AED Replacement Batteries and Pads

Finance Director Wipperfurth explained a review of AED's in the county buildings was completed. 7 units were found to have outdated/expired batteries and pads. Public Health Staff found a company that can replace the batteries and pads without the need to replace the entire unit. Costs to replace the batteries and pads in the 7 units is estimated to be \$2,500. Administrator Pabich noted the units still work however concerns were expressed that the batteries and pads are expired/outdated.

Motion by Vogel, seconded by Bultman to approve the transfer of funds up to \$2,500 from the General Contingency for the AED replacement batteries and pads. Motion carried by voice vote.

Special Projects Fund

Finance Director Wipperfurth reviewed the spreadsheets/reports included in the meeting packet. All expenditures as of July 1, 2023 are accounted for. The remaining balances for each initiative/program were reviewed; balance of \$3,470,806.92. Of the remaining balance \$3,356,931 has been transferred to Government Services and \$113,875.92 remains for Grants to Non-Profits. The reports summarize all actions taken by County Board to date. Although all funds have been allocated to a program/service/project those with balances remaining once the program/service/project is complete may be able to be reallocated.

Request for Funding for Solarization of Beach Water Quality Signs

Administrator Pabich explained the request is to fund one solarization sign. The City of Sturgeon Bay ran into difficulties running power to the sign at Otumba Park. The City asked the County to partner on the solarization of the sign as a pilot project to test if the solar would work in other areas. Costs are \$5,300. The City had anticipated running power would cost \$1,500 and would apply their budgeted funds towards the \$5,300. Pabich explained future projects may qualify for funding through Destination Door County's newly established program. Pabich explained the City of Sturgeon Bay ended up with 2 signs after committing to only one sign. The City has run the power to the extra sign and then ran into issues running the power to the original sign dedicated to Otumba Park.

Motion by Vogel, seconded by Heim Peter to approve the requested funds from the Electronic Beach Advisory Signs ARPA Reserve for the solarization of the beach water quality sign in the City of Sturgeon Bay in an amount not to exceed \$4,000. Motion carried by voice vote.

Final Review of Proposed 2024-2028 Capital Improvements Program (C.I.P.)

Review and discussion of sales tax utilization in the budget as an off-set to the levy related to how it was adopted originally. No formal action taken.

Sustainability Matters to be Considered

No matters were brought forward.

Legislative Matters to be Considered

No matters were brought forward.

Matters To Be Placed on A Future Agenda or Referred to A Committee, Official, Or Employee

- County Treasurer Update

Next Meeting Date

- Tuesday, September 6, 2023 – immediately following the County Board Retreat at the Landmark
- Wednesday, September 20, 2023 – 9:00 a.m. - Tentative/if needed

Adjourn

Motion by Bultman, seconded by Vogel to adjourn. Time: 2:10 p.m. Motion carried by voice vote.

Respectfully submitted by Jill M. Lau, County Clerk