

**CITY OF OCONTO**  
**MINUTES OF THE MEETING OF THE FINANCE COMMITTEE**  
City Hall Conference Room, 1210 Main St, Oconto, WI 54153  
**TUESDAY, MAY 14, 2024 - 5:00 PM**

Draft for Approval

**Meeting of the Finance Committee was called to order at 5:00 pm by Chairperson Riley Sowle**

**Roll Call –**

Members Present: Dee Donlevy, Bob LeBreck, Mayor Cliff Martin, Riley Sowle, & Dan Zoeller  
Also Present: Attorney Frank Calvert and City Administrator Brittney BurrueI also as recording secretary

**Approval of Agenda –** Zoeller recommended separating “Public Input” and “Correspondence” into two separate lines to help distinguish the difference of their purposes.

**MOTION: Zoeller / Donlevy**

*Motion to approve the agenda as amended for the Finance Committee meeting on May 14, 2024.*

**Voice Vote: 5 ayes M/C**

**Approval of Minutes –**

**MOTION: Donlevy / Sowle**

*Motion to approve the minutes as presented for the Finance Committee meeting on April 16, 2024.*

**Voice Vote: 5 ayes M/C**

**Public Input –** none

**Correspondence –** none

**Discussion/Recommendation on – OLD/UNFINISHED BUSINESS:**

- a. Information on City of Oconto Debt – no updates

**Discussion/Recommendation on – OLD/UNFINISHED BUSINESS:**

- a. Review Accounts Payable for the Month of April 2024 in the amount of \$324,173.66, Payroll for the Month of April 2024 in the amount of \$166,989.36, and Other Financial Reports as Presented – The Committee went through the report and asked questions that were answered by Administrator BurrueI. BurrueI also handed out an April 2024 Treasurers Report that displayed current balances of accounts.

**MOTION: LeBreck / Zoeller**

*Motion to approve A/P, Payroll, & Other Reports for April 2024 as presented.*

**Voice Vote: 5 ayes M/C**

- b. Revenue & Expenditures Guidelines from 2024 - BurrueI and the Committee went through the report and the Committee asked questions.
- c. 2023 Audited Financial Statements – BurrueI handed out copies of the 2023 Audited Financial Statements that came in the mail today from CLA. She explained a few key pages, including the Fund Balances noting the General Fund balance of \$971,606, and asked the Committee to review the audit before the next meeting where we will have a more detailed discussion.

**Next Meeting Agenda Items** – Donlevy handed out an overtime comparison report. The Committee and BurrueI discussed the causes and changes that have been made in recent years to address them. Donlevy asked to review the list of City Assets. Sowle requested that be on the next agenda.

**Adjournment –**

**MOTION: Donlevy / Zoeller** *Motion to adjourn at 6:00 pm.* **Voice Vote: 5 ayes M/C**

Minutes submitted by City Administrator Brittney M. BurrueI