

Finance Committee Meeting Report (Submitted 2-8-11)
Courthouse, Room 303C, Monday, February 7, 2011, 5:00 P.M.

Members Present: Dennis Anderson, Pat Ripperger, Kathy Nelson, Jerry Thompson and Tom Steele. Member Absent: None. Ex-Officio Members Present: Tim Wells (arrived at 6:00 p.m.). Others Present: Bill Preston, County Board Member; Barb Link, County Clerk/Recorder; Kelli Humphrey, Accounting/Payroll/Office Manager; Rich VerHeecke, Treasurer; Chief Deputy Jeff Happach and Colleen Gillaspie, County Administrator.

Chairman Anderson called the meeting to order at 5:00 p.m. Member Ripperger moved to approve the agenda with the addition of item VIII. A. 2. Radio Purchases, Member Steele seconded, all were in favor and motion carried.

No introductions were necessary.

Member Steele moved to approve the January 10, 2011 Finance Committee meeting minutes as printed, Member Thompson seconded, all were in favor and motion carried.

Lindi Kernan, Supervisor of Assessments, submitted a written report on Department activities for the months of December and January. (on file)

Barb Link, County Clerk/Recorder, and Rich VerHeecke, Treasurer, reported Department activities for the month of January.

The Committee reviewed the Treasurer's Bank Balance Report and the County Clerk's Fund Balance Report. The reports do not balance and therefore the Finance Committee will postpone approving the reports until they are balanced. Member Nelson moved to recommend the County Board place on file the Treasurer's January Interest Report, Member Ripperger seconded, all were in favor and motion carried. (see enclosed report)

Mr. Preston left at approximately 5:50 p.m.

The Committee reviewed the January 2011 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. Total expenses for the period were \$2,340,965.20 and revenues were \$1,951,533.68, reflecting a deficit in revenues of \$389,431.52. Year-to-date revenues are at 13.8% and expenditures are at 15.8%, while they should be 16.67%. Restricted funds are at 14.2% for revenues and 19.1% for expenditures. The Committee reviewed, discussed and questioned various revenue and expenditure entries.

Member Wells arrived at 6:00 p.m.

Member Ripperger moved to recommend the County Board approve the January County Accounts in the total amount of \$2,340,965.20, Member Steele seconded, all were in favor and motion carried. (enclosed)

Under Old Business, the Henry County Correctional Center Daily Population Report for the month of January was reviewed. (on file)

A meeting has not yet been scheduled between the Finance Committee, Public Safety Committee and the Sheriff's Department employees to review the Business Plan set-up. Chief Deputy Happach will discuss scheduling of this meeting with Sheriff Padilla.

Due to FCC Narrowbanding requirements, the Sheriff's Department will need to purchase several squad mounted radios. Sheriff Padilla found an opportunity to purchase 5 radios through a grant for 20% of the cost, which he accepted. The Finance Committee recommended Sheriff Padilla discuss this unbudgeted expense with the Public Safety Committee who could recommend any budget actions to the Finance Committee for consideration. The Committee requested the number radios that will need to be replaced due to the Narrowbanding requirement as well as the approximate cost for the purchases.

Under New Business, the 2011 budget was discussed. A request from the Public Defender's Office to create a Court Reporter line item in the Public Defender's (6090) budget and movement of \$3,000.00 from the established Court Ordered Claims line item budget to the new line item was approved by the Committee.

Non-budgeted expenses and revenues were discussed. A Donation line item was added in the County General Receipts (2010) budget. Emergency unbudgeted expenses and the corresponding effect on Department budgets was discussed. The Committee established they would like to be apprised of such expenses as they happen along with the Department's plan for payment.

There were no unexpended or unrealized budgeted expenses or revenues to discuss.

Member Wells explained the requested revision to the Accounting Procedures. Member Nelson moved to recommend the County Board approve the revisions to the Accounting Procedures, Member Steele seconded, all were in favor and motion carried. (see enclosed)

Member Steele moved to recommend the County Board approve the reassignment of tax certification #2008-0183 for parcel #20-03-300-016 from Joe Meyer to T & H Investments, Member Thompson seconded, all were in favor and motion carried. (see attached)

The Committee discussed at length a draft resolution transferring unbudgeted revenue to the Capital Building Fund to begin saving for the necessary Courthouse repairs. No action was taken.

The next regular scheduled Finance Committee meeting was set for Monday, March 7, 2011, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

The meeting adjourned at 8:07 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator