

Finance Committee Meeting Report (Submitted 5-8-12)
Courthouse, Room 303C, Monday, May 7, 2012, 5:00 P.M.

Members Present: Dennis Anderson, Pat Ripperger, Jerry Thompson, Kippy Nelson and Kathy Nelson. Members Absent: None. Ex-Officio Members Present: Tim Wells. Others Present: Rich VerHeecke and Colleen Gillaspie, County Administrator.

Chairman Anderson called the meeting to order at approximately 5:00 p.m. Member Kippy Nelson moved to approve the agenda as revised, Member Ripperger seconded, all were in favor and motion carried.

No introductions were necessary.

Member Thompson moved to approve the April 16, 2012 Finance Committee meeting minutes as printed, Member Kathy Nelson seconded, all were in favor and motion carried.

Lindi Kernan, Supervisor of Assessments, submitted a written report. (on file)

No report was available from Barb Link, County Clerk/Recorder.

Rich VerHeecke, County Treasurer, reported Department activities for the month of April. Mr. VerHeecke updated the Committee on his activity regarding various status requests including that the Chief Deputy Treasurer has been formally appointed as well as the Assistant Chief Deputy Treasurer.

The Committee reviewed the Treasurer's Bank Balance Report and the County Clerk's Fund Balance Report. Member Thompson moved to recommend the County Board place on file the Treasurer's April Bank Balance Reports and April Interest Report (available at meeting) and the County Clerk's April Fund Balance Reports, (on file) Member Ripperger seconded, all were in favor and motion carried. (see enclosed reports)

The Henry County Correctional Center Daily Population Report for the month of April was reviewed. The retro pay required as a result of the FOP contract has not been finalized, but the Sheriff's Department has finished their calculation. The Administration Office will work with the Sheriff's Office to confirm their calculation.

The Committee reviewed the April 2012 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. The Committee reviewed, discussed and questioned various revenue and expenditure entries. (listing on file)

Member Ripperger moved to recommend the County Board approve the April County Accounts in the total amount of \$1,989,333.70, Member Thompson seconded, all were in favor and motion carried. (enclosed)

Under Current Budget Discussion, a review of potential budget effects of action taken at April Standing Committee meetings was distributed and discussed. (on file)

Under Old Business, Colleen Gillaspie reported that her office is in the final stages of compiling comparison purchasing prices for Committee review.

Final recommendations for the copier/multi-function device audit are still expected to be available by late May. The Finance Committee will receive information at their June meeting.

The Committee continued the review of the FY13 budget calendar. Member Kippy Nelson moved to approve the FY13 budget calendar, Member Thompson seconded, all were in favor and motion carried. (bolded per request of Chairman Anderson) (see attached)

At the April Finance Committee meeting, the Committee recommended a revision to the Accounting Procedures to authorize interpreter bills to be paid as a Paid-in-Advance (PIA) payment. The Committee reviewed the draft language and agreed to forward to the County Board for final approval in June. (see attached)

Under New Business, **the Committee discussed a draft FY13 budget policy resolution. Ms. Gillaspie will revise as discussed and will present to the Committee at their June meeting for final recommendation.** (bolded per request of Chairman Anderson)

The Committee reviewed the IMRF Contribution ARC and Phase-in optional rates available for calendar year 2013. Ms. Gillaspie recommended tabling action to determine the rate until the July Finance Committee meeting.

The draft FY11 audit report was distributed. A meeting will be held on May 30, 2012 at 4:00 p.m. in Room 303C with Mr. Jim Taylor and Mr. Dave Gosse, Carpentier, Mitchell, Goddard & Company, to review and discuss the draft FY11 audit report. The audit will have revisions as the Single audit section is not finalized. Member Ripperger moved to recommend the County Board place on file the draft FY2011 Henry County Financial Statements and Independent Auditors Report, final to be approved at the June County Board meeting, Member Kathy Nelson seconded, all were in favor and motion carried. (see enclosed draft report)

A news release regarding actions taken by the RRLF Board was reviewed. Member Thompson moved to recommend the County Board authorize the release of RRLF funds in the amount of \$100,000.00 for GenSoft Systems Inc. located in Geneseo and Jacoby Enterprises Inc. located in Galva, Member Wells seconded, all were in favor and motion carried. (see attached)

Member Thompson moved to recommend the County Board approve the resolution authorizing the County Board Chairman to execute the deed of conveyance for parcel number 20-32-480-007, Member Kippy Nelson seconded, all were in favor and motion carried. (see attached)

The next regularly scheduled Finance Committee meeting was set for Monday, June 11, 2012, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

With no further business, Member Kippy Nelson moved to adjourn, Member Thompson seconded, all were in favor and motion carried. The meeting adjourned at 8:00 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator