

Finance Committee Meeting Report (Submitted 1-8-13)
Courthouse, Room 303C, Monday, January 7, 2013, 5:00 P.M.

Members Present: Marvin Gradert, Jerry Thompson and Loren Rathjen. Members Absent: Dennis Anderson. Ex-Officio Members Present: Tim Wells. Others Present: Kathy Nelson, Sheriff Padilla, Rich VerHeecke and Colleen Gillaspie.

Assistant Chairman Thompson called the meeting to order at approximately 5:00 p.m. Member Gradert moved to approve the agenda with the addition of XIII. New Business C. Mileage Reimbursement, Member Rathjen seconded, all were in favor and motion carried.

Assistant Chairman Thompson introduced County Board Member Kathy Nelson to the Committee.

Member Gradert moved to approve the December 10, 2012 Finance Committee meeting minutes as printed, Member Rathjen seconded, all were in favor and motion carried.

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

Barb Link, County Clerk/Recorder, submitted a written report (on file).

Rich VerHeecke, County Treasurer, reported Department activities for the month of December.

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

Sheriff Padilla reviewed the Henry County Correctional Center Daily Population Report for the month of December.

Sheriff Padilla left at approximately 5:30 p.m.

The Committee reviewed the December 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). The Committee agreed to create a Substance Abuse Testing expense line item in the General Fund Department 2120, a Workers Compensation Payroll Reimbursement revenue line item in the Sheriff's Department 6010 and revise the title of the current Straight Time expense line item to Holiday Pay.

Member Gradert moved to recommend the County Board approve the December County Accounts in the total amount of \$3,901,377.27, Member Wells seconded, all were in favor and motion carried (enclosed).

There was no additional discussion of the current budget.

There was no Old Business.

Under New Business, Member Gradert moved to recommend the County Board authorize the Chairman to execute the deeds of coveyance for parcel numbers 24-06-400-003 and 18-27-100-015, Member Rathjen seconded, all were in favor and motion carried (attached).

The Committee continued reviewing the end of the year cutoff for Board members Per Diem and Expenses as defined in the Accounting Procedures. Ms. Gillaspie requested an additional change to the Accounting Procedures by including approving notary bond applications as an acceptable PIA. Member Rathjen moved to recommend the County Board approve the revisions to the Accounting Procedures, Member Wells seconded, all were in favor and motion carried (attached).

Member Gradert reviewed his opinion on the current mileage reimbursement rate. Member Gradert moved to recommend the Executive Committee revise the Rules of the County Board to include the full mileage reimbursement as set by the IRS, rather than being reimbursed at 90% of the IRS rate, Member Rathjen seconded, all were in favor and motion carried.

The next regularly scheduled Finance Committee meeting was set for Monday, February 11, 2013, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

With no further business, Member Wells moved to adjourn, Member Gradert seconded, all were in favor and motion carried. The meeting adjourned at 6:58 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator