

Finance Committee Meeting Report (Submitted 4-13-16)
Courthouse, Room 303C, Tuesday, April 12, 2016, 5:00 P.M.

Members Present: Loren Rathjen, Kelli Parsons and Bill Preston. Members Absent: Jerry Thompson and Jake Waller. Ex-Officio Members Present: None. Others Present: Jackie Oberg, Lynn Sutton, Barb Link, Megan Franck, Jackie Mickley, Kelly Vincent, Jeff Orton, Sheriff Padilla, Kippy Breeden (arrived at 5:03 p.m.) and Colleen Gillaspie.

Chairman Rathjen called the meeting to order at approximately 5:00 p.m. Member Preston moved to approve the agenda moving Item X.C. to VI. A. and moving all other items down, Member Parsons seconded, all were in favor and motion carried.

Introduction of guests was completed as needed.

There was no Public Comment.

Member Preston moved to approve the March 8, 2016 regular Finance Committee meeting minutes as printed, Member Parsons seconded, all were in favor and motion carried.

Kippy Breeden arrived.

Jackie Oberg, Circuit Clerk, distributed and reviewed her salary request for the Circuit Clerk's salary resolution. The Committee requested additional information be compiled for review and tabled discussion until the May meeting.

Ms. Oberg left at 5:12 p.m.

Lynn Sutton and Kippy Breeden, Advisory Partnership members, formerly the Oversight Committee, gave a presentation on the HCEDP and HCTB goals, budgets and future collaborative projects. Chairman Rathjen moved to release the budgeted funds for the HCEDP in the amount of \$20,000.00 and the HCTB in the amount of \$20,000.00 immediately, Member Parsons seconded, all were in favor and motion carried.

Ms. Mickley, Mr. Orton, Mr. Sutton and Ms. Breeden left at 5:38 p.m.

Sheriff Padilla reviewed the Henry County Correctional Center Daily Population Report for the month of March (on file). He reviewed the status of the E911 Dispatch Center Remodel.

Sheriff Padilla left at 5:48 p.m.

Lindi Kernan, Supervisor of Assessments, submitted a written report regarding Department activities for the month of March (on file).

Barb Link, County Clerk/Recorder, reviewed Department activities for the month of March (on file).

FY17 funding for the Accounting Deputy and Human Resource Associate positions were discussed. Ms. Link explained her office staffing needs to the Committee. Following lengthy discussion, no action was taken and FY17 budget discussions will continue in August 2016.

Tim Wells, County Treasurer, reviewed Department activities for the month of March (on file).

Mr. Wells requested an additional revision to the Henry County Fee Schedule. Member Parsons moved to recommend the County Board approve revising the Henry County Fee Schedule resolution by changing the tax bill data fees to \$1,500.00 for the 1st installment full file, \$1,000.00 for the 2nd installment full file and \$2.00 per parcel per installment for all other requests, Member Preston seconded, all were in favor and motion carried (attached).

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

Mr. Wells and Ms. Vincent left at 6:55 p.m.

Ms. Link and Ms. Franck left at 6:58 p.m.

The Committee reviewed the March 2016 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. The Committee reviewed, discussed and questioned various revenue and expenditure entries.

Chairman Rathjen moved to recommend the County Board approve the March County Accounts in the total amount of \$2,176,972.42, Member Preston seconded, all were in favor and motion carried (enclosed).

Under discussion of the current budget, the Hillcrest Balance sheet and Overview of Past Due State Accounts was reviewed (on file). The Committee authorized paying a claim from the County Farm account for \$120,000.00 as a PIA. Also, the Committee declined authorizing the request for a new line item in the Coroner Equipment Grant Fund.

There were no unexpected or unrealized budgeted expenses or revenues.

There was no Old Business.

Under New Business, Member Parsons moved to recommend the County Board authorize the Chairman to execute the resolution for quit claim deed for parcel #20-34-157-006, Member Preston seconded, all were in favor and motion carried (attached).

The Committee reviewed the proposal from Bellwether, LLC for a TORT Liability cost allocation project. Chairman Rathjen moved to recommend the County Board authorize Bellwether, LLC to perform the TORT Liability Cost Allocation project for an amount not to exceed \$7,700.00, to be paid from the TORT Fund, Member Preston seconded, all were in favor and motion carried (see attached proposal).

The Committee discussed the County Coroner's salary resolution. Draft Circuit Clerk and Coroner salary resolutions will be completed for Committee review at the May meeting.

The next regularly scheduled Finance Committee meeting was set for Tuesday, May 10, 2016, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

With no further business, Member Parsons moved to adjourn, Chairman Rathjen seconded, all were in favor and motion carried. The meeting adjourned at approximately 8:09 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator