

Finance Committee Meeting Report (Submitted 8-10-16)
Courthouse, Room 303C, Tuesday, August 9, 2016, 5:00 P.M.

Members Present: Loren Rathjen, Kelli Parsons, Jerry Thompson and Bill Preston. Members Absent: Jake Waller. Ex-Officio Members Present: None. Others Present: Tim Wells, Barb Link, Megan Franck, Sheriff Padilla and Colleen Gillaspie.

Chairman Rathjen called the meeting to order at approximately 5:00 p.m. Member Thompson moved to approve the agenda as printed, Member Parsons seconded, all were in favor and motion carried.

Introduction of guests was not needed.

There was no Public Comment.

Member Thompson moved to approve the July 12, 2016 regular Finance Committee meeting minutes as printed, Member Parsons seconded, all were in favor and motion carried.

The Henry County Correctional Center Daily Population Report for the month of July was reviewed (on file).

Sheriff Padilla left at 5:03 p.m.

No report was available from Lindi Kernan, Supervisor of Assessments, due to a family emergency.

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

Ms. Link reviewed a staffing plan for her office. A few staff members have resigned over the last five months which has caused a restructure within her offices. Ms. Link plans to restructure two positions to create a full-time Elections/Accounting Deputy position and hire a part-time Elections Deputy. Research will be completed to determine wages allowed to be paid per union contract requirements.

Tim Wells, County Treasurer, reviewed Department activities for the month of July.

Ms. Link and Megan Franck left at 5:44 p.m.

The 2nd tax installment is due September 6, 2016 and the tax sale is scheduled for October 28, 2016.

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

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

Mr. Wells left at 6:04 p.m.

Member Thompson moved to recommend the County Board approve the July County Accounts in the total amount of \$2,117,348.21, 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 and New/Current Employees Wage Info sheet were reviewed (on file).

Under non-budgeted expenses/revenues, Colleen Gillaspie explained the Administration Committee had taken action to request a budget amendment resolution be created to fund the Phase 5 window replacement bid, but the Executive Committee moved to send that action back to the Administration Committee for further review so no action is currently requested.

There were no unexpected or unrealized budgeted expenses or revenues.

There was no Old Business.

Under New Business, the Committee reviewed a draft FY16-17 Budget Policy resolution. Member Thompson moved to recommend the County Board approve the FY16-17 Budget Policy resolution, Member Preston seconded, all were in favor and motion carried (attached).

Ms. Gillaspie explained the request to discussed economic development position funding. The Executive Committee discussed the request and will be recommending the action to the Board at the August County Board meeting therefore, no action is needed by the Finance Committee.

The next regularly scheduled Finance Committee meeting was set for Tuesday, September 13, 2016, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

With no further business, Member Thompson moved to adjourn, Member Parsons seconded, all were in favor and motion carried. The meeting adjourned at approximately 6:48 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator