

Finance Committee Meeting Report
103J, May 12, 2022, 5:00 p.m.

Members Present: Kelli Parsons, Kippy Breeden, Ray Elliott, and Natalie Collins
Members Absent: Mark Burton, Dwayne Anderson
Others Present: Kathy Nelson, Jill Bullock (left 6 p.m.), Jim Kelly, and Erin Knackstedt

The meeting was called to order by Chairman Parsons at approximately 5:00 p.m.

Member Collins moved to approve the agenda, Member Breeden seconded, all were in favor and the motion carried.

Introduction of guests was unnecessary.

There was no public comment.

Jennifer Martinson from Lauterbach and Amen presented the Annual Financial Audit for the previous fiscal year. The audit was an unmodified, clean opinion which is the highest opinion possible. The management letter, key highlights, and GF reserves were specifically reviewed.

Member Elliott moved to approve the April 14, 2022 minutes as presented, Member Collins seconded, all were in favor and the motion carried.

The committee reviewed the report provided by Sheriff Loncka on the Henry County Correctional Center Population report, Sheriff sales, and the public safety sales tax and revenues/expenditures.

The committee reviewed the report provided by Assessor Tracey Vinavich which updated the committee on the Assessor's office including the assessments, rolling to the 2022 assessment year, and daily activities.

The committee reviewed the report provided by County Clerk which updated the committee on the office including the tax work, tax levy calculations almost complete, and the office is busy.

The committee reviewed the report from the Treasurer which included office activities, CD rates, keeping CD length short, and banking update.

The committee reviewed the Treasurer's Bank Balance Report and the County Clerk's Dept. report. Member Collins moved to recommend the County Board place on file the Treasurer's monthly Bank Balance reports and monthly interest report, and the County Clerk's monthly Department report, Member Elliott seconded, all were in favor and the motion carried. (on file)

The committee reviewed the April 2022 Revenue and Expenditure Accumulated Transaction report and Budget Performance Reports. Administrator Knackstedt updated the committee on the increase in electric charges and reviewed a utility credit request.

Member Collins moved to recommend the County Board approve the monthly County Accounts in the amount of \$2,714,116.50 Member Elliott seconded, all were in favor and the motion carried.

There was no old business.

Under new business,

Member Collins moved to approve the annual audit, and Member Elliott seconded, there was a roll call vote, all were in favor and the motion carried.

Member Collins moved to approve the single bidder ordinance, and Member Elliott seconded, there was a roll call vote, all were in favor and the motion carried Administrator Knackstedt reviewed request and function of the ordinance for tax sales.

Member Collins moved to approve the Sheriff salary resolution, and Member Elliott seconded, there was a roll call vote, all were in favor and the motion carried Administrator Knackstedt reviewed the outline of the resolution which allows for a COLA increase tied to the SA salary.

Member Collins moved to approve State request to increase probation officer salary, and Member Elliott seconded, there was a roll call vote, all were in favor and the motion carried. Director Bullock reviewed the comps, state request, and high turnover rate for probation officers at the county.

Member Collins moved to approve the RLF loan, and Member Elliott seconded, there was a roll call vote, all were in favor and the motion carried. Director Kelly reviewed the loan requirements.

Member Collins moved to approve the GAL contract extension, and Member Elliott seconded, there was a roll call vote, all were in favor and the motion carried. Administrator Knackstedt reviewed the request from the current GAL contract attorney and how the extension would line up with the other contract attorneys. This will allow for the salary increase requests to be addressed during the budget season and how this would translate into staffing for the PD office.

The next regular meeting was scheduled for Thursday, June 16, 2022 at 5:00 p.m., 1st floor courtroom.

Member Collins moved to approve the annual audit, and Member Elliott seconded, there was a roll call vote, all were in favor and the motion carried

Respectfully submitted,

Erin Knackstedt, County Administrator