

Finance Committee Meeting Report
303C, October 12, 2023, 5:00 p.m.

Members Present: Rex Kiser, Mark Burton, Natalie Hendryx, Kippy Breeden Members Absent: Brian Corkill and Tim Yager Others Present: Erin Knackstedt, Rosemary Rathjen, PD Camp, Kathy Nelson, and Mat Schneppe

The meeting was called to order by Chair Burton at approximately 5:00 p.m.

Chair Burton moved to amend the agenda to remove Item G from new business, Member Hendryx seconded, Chair Burton moved to approve the amended agenda, Member Kiser seconded, all were in favor and the motion carried.

There were no guest introductions.

There was no public comment.

The committee heard the report provided by Sheriff Verscheure which updated the committee on the Henry County Correctional Center Population report, Sheriff sales, and the public safety sales tax and revenues/expenditures.

The committee heard the report provided by Assessor Tracey Vinavich which updated the committee on the tax cycle, appeals process, and daily work.

The committee read the report provided by Clerk Link which gave the County Clerk/Recorder report which included new vendor billing, preparation for end of year, elections, and daily workflow.

The committee read the report provided by Treasurer Vincent which gave the Treasurer report which included taxes, interest, CD rates, and banking trends.

The committee reviewed the Treasurer's Bank Balance Report and the County Clerk's Dept. report. Member Kiser 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 Hendryx seconded, all were in favor and the motion carried. (on file)

The committee reviewed the September 2023 Revenue and Expenditure Accumulated Transaction report and Budget Performance Reports.

Member Breeden moved to recommend the County Board approve the monthly County Accounts in the amount of \$2,961,486.25 Member Kiser seconded, all were in favor and the motion carried.

Under old business, the GIS Increase will hold over for another month.

Under new business,

Chair Burton moved to approve the FY24 budget, Member Kiser seconded, there was a roll call vote, all were in favor and the motion carried. There was a brief discussion regarding the process and included increases.

Member Kiser moved to approve the Public Defender funding, Member Hendryx seconded, there was a roll call vote, all were in favor and the motion carried.

Member Hendryx moved to approve SHRM training, Member Breeden seconded, Member Breeden moved to lay the item over for 30 day, Member Hendryx seconded, there was a roll call vote, all were in favor and the motion carried. The committee discussed current HR practices and the focus for continuing education. Administrator Knackstedt reviewed the HR certification options available. The committee requested obtaining SHRM certified job descriptions from the two counties that have one, a poll of local governments and heir HR structure in HC, and what the desired outcome of this training would be. The committee instructed Administrator Knackstedt to work on gathering more information for further discussion.

Member Kiser moved to approve the job classification/salary study, Member Breeden seconded, all were in favor and the motion carried. The committee discussed the current situations regarding requests for pay increases without any vetting of the position, the need for an independent third party assessment of the current Captain position, and the importance of a study.

Member Hendryx moved to approve the end of year line item adjustment resolution, Member Kiser seconded, there was a roll call vote, all were in favor and the motion carried. Administrator Knackstedt reviewed the resolution and answered the committee questions on why certain expense lines were over.

Member Kiser moved to approve the RLF loan, Member Breeden seconded, there was a roll call vote, all were in favor and the motion carried.

Administrator Knackstedt and Chair Burton reviewed the current tax levy, the board approval process, and the finalization of the levy in March.

The next regular meeting was scheduled for Thursday, November 9, 2023 at 5:00 p.m., 303C conference room.

Member Hendryx moved to adjourn, and Member Kiser seconded, all were in favor and the meeting adjourned

Respectfully submitted,
Erin Knackstedt, County Administrator