



**COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
JANUARY 8, 2025**

MEMBERS PRESENT: Supervisors Douglas Richmond, Denise Brusveen, Tess Carr, Jeffrey Leckwee and Keith Miller

ALSO PRESENT: Shonna Neary, Sarah Parker, Jessica Hale, Don Nichols and Stacy Opalewski

The meeting was called to order at 8:30 a.m. and was properly noticed and published.

MOTION: On motion by Leckwee, second by Brusveen, the revised agenda was approved.

MINUTES

MOTION: On motion by Carr, second by Miller, the minutes from the December 11 and 18, 2024 Finance Committee meetings were approved.

VOUCHERS

MOTION: On motion by Miller, second by Brusveen, the monthly expenditures for December 6, 2024 through January 2, 2025 for the Treasurer's Office for a total of \$475.48 and the Accounting Department for a total of \$1,040.85 were approved.

Total Treasurer/Accounting: \$1,516.33

MOTION: On motion by Miller, second by Carr, the monthly disbursement journal (all departments) from December 6, 2024 through January 2, 2025 was approved for a total of \$3,536,230.03.

MOTION: On motion by Carr, second by Miller, County Board Payroll for December 2024 meetings paid in January 2025 was approved for a total of \$9,557.06.

HIGHWAY – SOLE SOURCE APPROVAL

Highway Commissioner Don Nichols explained the sole source requests for the ferry.

The guide cables need to be replaced every three years for safety and will need to be replaced in 2025. EMS Industrial, Inc. designed and manufactured the original parts.

MOTION: On motion by Brusveen, second by Miller, the Committee approved the Sole Source request in the amount of \$69,810 to purchase two guide cables from EMS Industrial, Inc.

Annual maintenance repairs are needed for the hydraulic pump and gear box. The State requested Price Engineering do the repairs.

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MOTION: On motion by Miller, second by Carr, the Committee approved the Sole Source request in the amount of \$32,000 for the annual maintenance repairs to be completed by Price Engineering.

TREASURER – MONTHLY REPORT

County Treasurer Stacy Opalewski gave the Committee an update on investments and interest rates.

RECREATIONAL FUND – OTHER REVENUE SOURCE APPROVAL

Comptroller Shonna Neary gave an overview on the Courthouse and Administration Building pop fund. The revenue from the vending machines is used to fund the Holiday Luncheon for staff at those locations. The fund is low due to the vending machines not being utilized. She is requesting approval to allow for two donation-based fundraisers to help increase the fund for 2025. This is allowable under the Columbia County Code of Ordinances-Section 8.113 Recreational Funds.

MOTION: On motion by Miller, second by Leckwee, the Committee approved the donation-based fundraisers.

AMERICAN RESCUE PLAN ACT OF 2021

Neary explained all the funding has been committed. Reporting is due January 31, 2025.

REVIEW OF COUNTY FINANCES

Neary gave an overview on the County financials, 2024 budget changes, personnel reclassifications and changes, notable issues, and the Accounting Department initiatives/projects. The Solid Waste rebuild progress was provided. The status of the Emergency Management grants was also provided.

Neary informed the Committee that the Government Finance Officers Association (GFOA) awarded Columbia County with the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ended December 31, 2023. This is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

MOTION: On motion by Miller, second by Leckwee, the Committee acknowledges the significance of this award and recognizes all the hard work the Accounting Department does for the County.

DETERMINE 2025 BUDGET REVIEW DATES

The following dates were set for the 2026 Budget Review:

September 10, 2025 – Initial Budget Overview

September 12, 18, 19, 24, and 25, 2025 – Budget Review

September 29, 2025 – Budget Finalization

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ADJOURNMENT

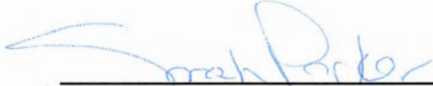
MOTION: On motion by Brusveen, second by Miller, the meeting was adjourned at 9:27 a.m.

Next Meeting: March 12, 2025

Respectfully Submitted:



Tess Carr, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair

Jessica Hale
Susan M. Moll

Shonna Neary
Internet