



# COLUMBIA COUNTY

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## COLUMBIA COUNTY FINANCE COMMITTEE MINUTES MAY 10, 2019

**MEMBERS PRESENT:** Chairman Dan F. Drew, Supervisors James E. Foley, Barry Pufahl, JoAnn Wingers, and Matthew L. Rohrbeck

**ALSO PRESENT:** County Board Chair Vern E. Gove, Supervisor Nancy Long, Lois Schepp, Shonna Neary, Joseph Ruf III, Jeff Belongia, Chris Hardy, Roger Brandner, and Greg Bisch

The meeting was called to order at 8:00 a.m. and was properly noticed and published.

**MOTION:** On motion by Foley, second by Wingers, the agenda was approved.

### MINUTES

**MOTION:** On motion by Wingers, second by Foley, the minutes of the April 11, 2019 Finance Committee meeting were approved.

### VOUCHERS

**MOTION:** On motion by Wingers, second by Foley, monthly expenditures for the Treasurer's Office from April 5 through May 2, 2019 were approved for a total of \$1,099.81.

**MOTION:** On motion by Foley, second by Wingers, monthly expenditures for the Accounting Department from April 5 through May 2, 2019 were approved for a total of \$400.86.

Total Treasurer/Accounting: \$1,500.67

**MOTION:** On motion by Foley, second by Wingers, the monthly disbursement journal (all departments) for April 5 through May 2, 2019 was approved for a total of \$2,980,753.56.

**MOTION:** On motion by Wingers, second by Foley, County Board Payroll for April meetings paid in May was approved for a total of \$7,916.24.

### DISCUSS REFUNDING OF NOTES/SHERIFF TOWER/RADIO PROJECT

Jeff Belongia presented a handout to the Committee and explained the breakdown of outstanding debt, while stating the County is on track staying within the maximum taxpayer increase of \$40, which was presented before the building project started. An Intent Resolution is being done and will be presented to the County Board on May 15, 2019.

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Proposed Issue:

\$3,855,000 Call of 1/3/11 issue  
\$ 440,000 Software  
\$2,800,000 Sheriff  
\$7,095,000 Total

RESOLUTION – AUTHORIZING NOT TO EXCEED \$3,240,000 GO PROMISSORY NOTES

Columbia County is in need of an amount not to exceed \$3,240,000 for the public purposes of financing acquisition of software for the Sheriff's Department (as authorized by Resolution No. 25-17 adopted by the County Board of Supervisors on October 18, 2017) and a Sheriff tower and radio upgrade. Sheriff Roger Brandner explained the software, and tower/radio upgrades. The Baycom proposal is using state bid pricing. The Committee is requesting to see the proposal paperwork from Baycom.

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the Initial Resolution Authorizing Not To Exceed \$3,240,000 General Obligation Promissory Notes.

CHANGE IN OUTLAY REQUEST FROM BOND PREMIUM – SHERIFF & CORPORATION COUNSEL

Accounting Supervisor/Project Manager Shonna Neary explained the outlay request for Sheriff and Corporation Counsel. The Courthouse x-ray machine/metal detector has reached its life expectancy and will be going out for bid, and Corporation Counsel has one desk remaining that does not have an adjustable base.

\$27,660	Courthouse Scanner & Metal Detector
<u>\$ 1,140</u>	HR/Corp Counsel Furniture
\$28,800	Total

MOTION: On motion by Wingers, second by Foley, the Committee approved the outlay request for the Courthouse Scanner & Metal Detector and HR/Corp Counsel Furniture in the amount of \$28,800.

COURT COMMISSIONER – LINE ITEM TRANSFER

HR/Corporation Counsel Director Joseph Ruf III explained that the Court Commissioner increased from two (2) to three (3) days a week.

MOTION: On motion by Pufahl, second by Rohrbeck, the Committee approved the request to transfer \$2,480 from the Court Reporting Account to the Contracted Services-General Account to cover the additional day, contingent on Governing Committee approval.

RESOLUTION – SWORN UNION CONTRACT 2018-2020

HR/Corporation Counsel Director Joseph Ruf III explained that the 2018-2020 Sheriff's Sworn Union Contract has been ratified and the Contract includes a 2.25% across the board wage increase for each year. Required funds for 2018-2019 are included in the Contingency Fund. Required funds for 2020 will be included in the 2020 County Budget. The Committee requested a comparison summary of surrounding counties.

MOTION: On motion by Pufahl, second by Foley, the Committee approved the Resolution to transfer \$198,000 from the Contingency Fund #9997 to the Sheriff's Office personnel accounts for the 2018-2019 wage increases for Sheriff's Sworn.

HIGHWAY – LINE ITEM TRANSFER

Highway Commissioner Chris Hardy explained that the original roof replacement estimates for salt dome #4 and #5 were based on a pro-rate from previous replacements. They received two bids. The lowest bid was awarded; however, the bid came in higher than estimate.

MOTION: On motion by Foley, second by Wingers, the request to transfer \$60,900 from the Capital Outlay-Machinery & Equipment account to the Capital Outlay-Salt Domes account to cover the budget shortfall was approved.

LINE ITEM TRANSFERS/CHANGE IN OUTLAY

Other than what was previously discussed, no line item transfers/change in outlay were discussed.

FUNDRAISING/DONATION SOLICITATIONS

Comptroller Lois Schepp discussed the following Financial Handbook updates and updated Donated Cash or Property Form:

Section 4.4 – Donations

Section 4.7 – Fundraising (New Section)

MOTION: On motion by Pufahl, second by Wingers, the Committee approved the Financial Handbook updates.

ADJOURNMENT

MOTION: On motion by Rohrbeck, second by Foley, the meeting was adjourned at 9:02 a.m.

Next Meeting: June 13, 2019

Respectfully Submitted:



Matthew L. Rohrbeck, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee  
County Board Chair  
Lois Schepp

Joseph Ruf III  
Susan M. Moll  
Internet