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**COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
MAY 11, 2017**

MEMBERS PRESENT: Chairman John H. Tramburg, Supervisors Mary Cupery, James E. Foley, Mike Weyh, and Dan Drew

ALSO PRESENT: County Board Chair Vern E. Gove, Lois Schepp, Joseph Ruf III, Shonna Neary, Andy Ross, Susan Lorenz, Chris Hardy, and Lyn Jerde (PDR)

The meeting was called to order at 9:00 a.m. and was properly noticed and published.

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

MINUTES

MOTION: On motion by Weyh, second by Cupery, the minutes of the April 13, 2017 Finance Committee meeting were approved.

VOUCHERS

Shonna Neary joined the meeting to review expenditures for the month.

MOTION: On motion by Drew, second by Foley, monthly expenditures for the Accounting Department from April 7 through May 4, 2017 were approved for a total of \$8,115.54.

MOTION: On motion by Drew, second by Foley, monthly expenditures for the Treasurer's Office from April 7 through May 4, 2017 were approved for a total of \$1,151.93.

Total Accounting/Treasurer Expenditures: \$9,267.47

MOTION: On motion by Foley, second by Drew, County Board Payroll for April meetings paid in May was approved for a total of \$9,907.05.

MOTION: On motion by Drew, second by Weyh, the monthly disbursement journal (all departments) for April 7 through May 4, 2017 was approved for a total of \$3,662,274.22.

UPDATE ON CCEDC

CCEDC President Andy Ross stated that at the CCEDC Annual Meeting the current officers were re-elected. He also discussed projects the department is currently working on, such as Innovative Champions Group and LMI (Low to Moderate Income) Project. The Finance Committee would like the CCEDC to give an update on a monthly basis.

HHS-REQUESTING AN INCREASE IN FEES FOR FLU VACCINATIONS AND TB TESTS

Public Health Director Susan Lorenz explained the cost of Flu Vaccinations and TB Tests have increased. The fee charged to patients will need to be increased to cover the higher costs.

Flu Vaccination
- ~~\$37~~ \$40

TB Skin Test
-Step 1 dose ~~\$10~~ \$15
-Step 2 dose ~~\$20~~ \$30

MOTION: On motion by Foley, second by Drew, the request to increase fees for the Flu Vaccinations and TB Skin Test was approved.

HHS-OUT OF STATE TRAVEL

Lorenz explained the out of state travel request for two Public Health Nurses and one Health Officer to attend three Nurse-Family Partnership (NFP) trainings in Denver, CO. The Division of Health will use grant funds (Tobacco Prevention and Control carryover dollars) to attend the trainings.

MOTION: On motion by Cupery, second by Weyh, the out of state travel request to send two Public Health Nurses and one Health Officer to NFP trainings in Denver, CO, at no cost to the county was approved. Approval was not unanimous.

HWY-MECHANICS/TRUCK BUDGET/USE OF RESERVES

Highway Commissioner Chris Hardy presented the request to transfer \$15,069 of unused funds from the plow trucks Capital Outlay budget to the mechanic service truck Capital Outlay budget in order to purchase a 2017 Ford F550 mechanic's truck. The original budget for the service truck was \$93,000 and the cost presented to the Committee is \$108,069. The truck will be purchased using the State contract pricing. The crane and any accessories will be purchased and attached separately.

MOTION: On motion by Drew, second by Weyh, the change in capital outlay request to transfer \$15,069 from the plow trucks Capital Outlay budget to the mechanic service truck Capital Outlay budget, to purchase a 2017 Ford F550 mechanic service truck was approved.

LIT-PURCHASE OF ACCESS POINT

Chairman John Tramburg explained the need to transfer \$1,100 from the Health Care Center Dietary Capital Outlay account to the Health Care Center Building Improvement Capital Outlay account. MIS has purchased a new model of access points for the new Administration Building and Health and Human Services Building which requires an upgrade to the wireless controller.

MOTION: On motion by Drew, second by Weyh, the line item transfer was approved to transfer \$1,100 from the Health Care Center Dietary Capital Outlay account to the Health Care Center Building Improvement Capital Outlay account to upgrade the wireless controller.

INDIRECT COST PLAN-APPROVE CONTRACT

Schepp discussed that the purpose of a cost allocation plan is to properly allocate shared indirect costs (such as check processing, purchasing, Corporation Counsel, MIS costs, etc.) among the departments benefiting from these services. Sequoia is requesting a three year contract with the following costs:

- 2017-\$5,250
- 2018-\$5,725
- 2019-\$5,725

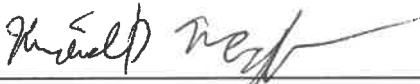
MOTION: On motion by Foley, second by Drew, the request to sign a three year contract with Sequoia was approved.

ADJOURNMENT

MOTION: On motion by Drew, second by Weyh, the meeting was adjourned at 10:00 a.m.

Next Meeting: June 15, 2017

Respectfully Submitted:



Mike Weyh, Finance Committee Secretary



Sarah Parker, Recording Secretary

CC: Finance Committee
County Board Chair
Lois Schepp

Joseph Ruf III
Susan M. Moll
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