



COLUMBIA COUNTY

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COLUMBIA COUNTY FINANCE COMMITTEE MINUTES AUGUST 10, 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, Shonna Neary, Andy Ross, Nancy Elsing, Deborah Raimer, Dawn Woodard, Chris Hardy, Bob Becker, and John Hartman

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 Drew, the minutes of the July 13, 2017 Finance Committee meeting were approved.

VOUCHERS

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

MOTION: On motion by Weyh, second by Drew, monthly expenditures for the Accounting Department from July 12 through August 2, 2017 were approved for a total of \$3,730.67.

MOTION: On motion by Weyh, second by Cupery, monthly expenditures for the Treasurer's Office from July 12 through August 2, 2017 were approved for a total of \$2,359.19.

Total Accounting/Treasurer Expenditures: \$6,089.86

MOTION: On motion by Drew, second by Foley, County Board Payroll for July meetings paid in August was approved for a total of \$7,728.37.

MOTION: On motion by Foley, second by Weyh, the Prepaid Expenses for General fund was approved for a total of \$10,000.

MOTION: On motion by Drew, second by Foley, the monthly disbursement journal (all departments) for July 12 through August 2, 2017 was approved for a total of \$4,191,065.43.

HHS-OUT OF STATE TRAVEL

Dawn Woodard explained the out of state travel request to send two social workers to Youth Mental Health First Aid training in Chicago. The cost for attending this training is funded by a Coordinated Service Team (CST) allocation from the state. There is no cost to the county.

MOTION: On motion by Cupery, second by Weyh, the Committee approved the HHS-out of state travel request to send two social workers to Youth Mental Health First Aid training in Chicago, at no cost to the County.

CCEDC UPDATE

CCEDC President Andy Ross gave a status report.

2018 BUDGET REQUEST-CCEDC/TOURISM

CCEDC

The Committee requested "Prepare a five year strategic plan" be added to CCEDC's 2018 Goals. Discussion continued on whether CCEDC should be charged rent or become a County department. Schepp was asked to get further budget information and present it to the Committee next month.

The 2018 CCEDC budget request was not approved and will be reviewed at the September budget review.

Tourism

MOTION: On motion by Weyh, second by Cupery, the 2018 Tourism budget request was approved to move forward to September budget review. Total Appropriation \$20,000

2018 BUDGET REQUEST-TREASURER

County Treasurer

MOTION: On motion by Cupery, second by Drew, the Committee approved the 2018 budget requests for County Treasurer [Total Appropriation \$286,450] and County Treasurer Revenues [\$787,500] to move forward to September budget review.

Tax Deed Expense

MOTION: On motion by Foley, second by Drew, the 2018 Tax Deed Expense was approved to move forward to September budget review. No County Appropriation.

HIGHWAY-CHANGE IN CAPITAL OUTLAY

Highway Commissioner Chris Hardy explained the change in outlay request. The department would like to apply unused capital outlay funds towards the purchase of a pavement removal bucket.

MOTION: On motion by Weyh, second by Cupery, the Committee approved the \$5,422 change in capital outlay request to purchase a pavement removal bucket.

MIS-LINE ITEM TRANSFERS

MOTION: On motion by Weyh, second by Foley, the line item transfer was approved to transfer \$1,640 from the Copy Machine account to the Vehicle Maintenance account to resolve the budget shortfall within the account.

MIS Director John Hartman explained the line item transfer. The projected cost for Other Equipment Maintenance was less than expected and now that the MIS Department has a greater role in audio/video, the department is requesting funds be transferred to Computer Support.

MOTION: On motion by Drew, second by Cupery, the Committee approved the request to transfer \$1,300 from the Other Equipment Maintenance account to the Computer Support account.

2018 BUDGET REQUEST-ACCOUNTING

Accounting Administration

MOTION: On motion by Foley, second by Weyh, the 2018 Accounting Administration budget was approved to move forward to September budget review. Total Appropriation \$648,490

Single Audit

Schepp requested approval of a one year contract with CliftonLarsonAllen.

MOTION: On motion by Foley, second by Drew, a one year contract with CliftonLarsonAllen was approved in the amount of \$52,900 and the 2018 Single Audit budget was approved to move forward to September budget review. Total Appropriation \$34,750

Indirect Cost Allocation Plan

MOTION: On motion by Weyh, second by Cupery, the 2018 Indirect Cost Allocation Plan budget was approved to move forward to September budget review. Total Appropriation \$5,730

State Special Charges

MOTION: On motion by Cupery, second by Foley, the 2018 State Special Charges budget was approved to move forward to September budget review. Total Appropriation \$5,000

Fiscal Charges

MOTION: On motion by Drew, second by Weyh, the 2018 Fiscal Charges budget was approved to move forward to September budget review. Total Appropriation \$500

Accounting/HR Computer System

MOTION: On motion by Drew, second by Foley, the 2018 Accounting/HR Computer System budget was approved to move forward to September budget review. Total Appropriation \$25,000

AUDIT 2017


Schepp discussed this previously during the Single Audit budget review.

COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
AUGUST 10, 2017

ADJOURNMENT

MOTION: On motion by Drew, second by Foley, the meeting was adjourned at 11:00 a.m.
Next Meeting: September 14, 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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