



**COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
NOVEMBER 7, 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, Jessica Hale, Chris Hardy, Greg Kaminski, and Cory Wiegel

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 revised agenda was approved.

MINUTES

MOTION: On motion by Pufahl, second by Foley, the following Finance Committee meeting minutes were approved:

- September 13, 16, 17, 19, 25, 26 & 30, 2019
- October 10, 2019

VOUCHERS

MOTION: On motion by Foley, second by Wingers, monthly expenditures for the Treasurer's Office from October 4 through October 31, 2019 were approved for a total of \$2,015.25.

MOTION: On motion by Wingers, second by Foley, monthly expenditures for the Accounting Department from October 4 through October 31, 2019 were approved for a total of \$21,641.89.

Total Treasurer/Accounting: \$23,657.14

MOTION: On motion by Wingers, second by Foley, the monthly disbursement journal (all departments) for October 4 through October 31, 2019 was approved for a total of \$4,558,131.88.

MOTION: On motion by Foley, second by Rohrbeck, County Board Payroll for October meetings paid in November was approved for a total of \$4,860.86.

HIGHWAY – COUNTY AID AND BRIDGE AID RESOLUTIONS

Highway Commissioner Chris Hardy presented the Resolutions.

MOTION: On motion by Foley, second by Wingers, the Committee approved the Resolution – Adopt 2020 Highway Road Construction, Maintenance, and Administration Budgets.

MOTION: On motion by Foley, second by Wingers, the Committee approved the Resolution – Adopt 2020 Bridge Construction Budget and Levy Property Tax.

SOLID WASTE – STAFFING (CONTRACTED AGENCY)

Solid Waste Director Greg Kaminski updated the Committee on the challenge of maintaining the necessary amount of staff to run the line. Since there is a shortage of workers, he has been going through a staffing agency to keep the line running. In doing so, he is now over budget in Contracted Services.

RECYCLED MATERIALS MARKETS AND REVENUE PROJECTIONS

Kaminski explained the issues with the recycling markets and discussed the future of Solid Waste. Other counties are having the same problem as Columbia County and are either upgrading their system or shutting down.

LINE ITEM TRANSFER/CHANGE IN OUTLAY

Facilities Management – LIT

Facilities Management Director Cory Wiegel explained the line item transfer.

MOTION: On motion by Wingers, second by Pufahl, the Committee approved the request to transfer \$2,850 from the Contracted Services account to the Vehicle Maintenance account.

COLUMBIA HEALTH CARE CENTER – LIT

The hot water heater that services the laundry and kitchen failed. On October 31, 2019, an emergency purchase was made.

MOTION: On motion by Foley, second by Rohrbeck, the Committee approved the request to transfer \$6,270 from the Dietary account to the Building Improvement account to cover the cost of the hot water heater.

POSITION REPLACEMENT REQUEST/INCREASE HOURS – ACCOUNTING ASSISTANT

Comptroller Lois Schepp explained the resignation of an Accounting Assistant. She is asking to fill the position and increase the position's hours from 37.5 to 40 hours per week.

MOTION: On motion by Pufahl, second by Foley, the Committee approved the request to fill the Accounting Assistant position and the increase to 40 hours per week.

REQUEST TO CARRYOVER AUDIT FUNDS TO 2020

Schepp wants to apply for the GFOA Certificate of Achievement for Excellence in Financial Reporting next year. She is requesting to carryover money from this year's audit budget to apply for the award.

MOTION: On motion by Foley, second by Rohrbeck, the Committee approved the request to carryover \$2,000 in audit funds to 2020.

ADOPT 2020 BUDGET RESOLUTION

MOTION: On motion by Foley, second by Wingers, the Committee approved the Resolution – Adopt 2020 Budget and Levy Property Tax.

COLUMBIA COUNTY
FINANCE COMMITTEE MINUTES
NOVEMBER 7, 2019

ADJOURNMENT

MOTION: On motion by Foley, second by Wingers, the meeting was adjourned at 8:38 a.m.

Next Meeting: December 12, 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