

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
COUNTY BOARD ROOM  
TUESDAY, AUGUST 10, 2021  
MINUTES  
5:30 PM**

**1. Call to Order**

The meeting was called to order at 5:40 PM

**2. Roll Call**

Chuck Nagel (chairman), Autum Jones, Dan Steffen, Dave Meinhold, and Ansel Burditt all present.

**3. Approval of Minutes**

a. Approval of July 13, 2021 Regular Meeting

Motion to approve July 13, 2021 minutes made by Jones, seconded by Burditt. *Motion passed.*

**4. Public Input**

None

**5. Approval of Claims**

Motion to approve August claims made by Burditt, seconded by Meinhold. *Motion passed.*

**6. Treasurers Report**

All accounts are in good standing. On the comparative report, if the fund balance has parenthesis ( ) around it, it means that we have received more funds than what we anticipated in that account. The one cent, quarter cent and public safety tax are continuing to do better than the previous three years.

**7. Budget**

The Chairman expressed that those presenting their budgets do not need to go through it line by line. If there has been a significant change, to give reasons for that change.

a. Judicial – General Fund #150 Funds #064, #082

There was no appropriation for the court system fund and the law library. The Treasurer will reach out the Judge and get those numbers. The increase in secretary salary is for a step increase under the equalization pay.

b. Public Defender – General Fund #140 Funds #100

Nothing in the Public Defender budget has really changed. Secretary salary has increased with the equalization pay. Overtime last year was because of the Federal law minimum pay, which was not followed. This year it is followed.

c. Probation – General Fund Department #230 Funds: #073

Salary increases were put at 3%. Clerical was increased with the equalization pay. There was an increase in books and manuals. A correction was made to line item 5229 – it should be at \$3,200. Per standard and contract new vest have to be purchased. Two new employees are hired at lower salaries than the two seasoned employees that left. Clients are now paying for electronic monitoring and they are running that in-house.

d. Highway – Funds #45, #46, #47, #001, #002, #003

Salary increases were given at 3%. Line 151 was added for some pavement work, and gas/oil/fuel line was increased, with the price of gas going up. We are continuing to add money to the reserves for the new shop. The bridge fund changes are project related. The matching funds have increased as some of the projects that were slated for this year, will not be done till next year.

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- e. Sheriff – EMA fund #050, General Fund Departments: #170, #175, #180, #190, #195, part of #210, #220, #225, #300. #320 Funds: #067, #077, #078, #085, #087, #089, #090, #091, #092, #095, #096, #099, #108, #109

The EMA main changes are in salary and extra ordinary. EMA Director wants to replace a vehicle. This vehicle would be used for storm watching, search and rescue, etc. Last year two new computers were purchased and this year he want to upgrade the computer in the cars.

#170 – Courthouse - There are salary increases for the two maintenance personnel and an additional part-time person. The cleaning contract went up as the new company is supplying all the supplies for cleaning. This winter they will rebid the snow plowing, and improvement to the north parking lot have added to the budget increase. Otis Elevator maintenance contract and inspection are included.

#175 – Merit Commission – hopes that it will be up and running this year.

#180 – under 20/21 disbursements – needs to increase to \$9,950 for the Probation key car system.

#190 - the furnace had to be replaced last year, and now the air conditioner should be replaced.

#195 – This was for annex 3, which was torn down. We put gravel down and have been using it as a parking lot. However, that gravel lot is in violation of a City of Eureka Ordinance. We will take the gravel out and plant grass in order to comply with City Ordinance.

#210 – Woodcom Dispatching fees went down. Star Com user fees, tower land leases, radio user fees, etc. are included here.

#220- This is the operational fund for the office and jail. Salary increases are either contractual or from the equalization pay. There is an increase for new cars. Increase for the purchase of an investigation tool. So much of investigations is in electronics. We used to send out, but have to wait several weeks or months for answers. This tool will let investigators get a search warrant, and see data that is hidden to help in criminal cases. Could qualify as extraordinary.

It was asked how to determine what is extraordinary and what is not. Extraordinary is spending down our reserves instead of increasing levy. If we leave it in the budget, and levy for it, then it increases taxes. The reserves is money that has already been taxed and collected, yet we didn't use it. Also need to look at if an item could fall into the American Recovery Act.

Publication and Membership is for a subscription to make sure that every policy and procedure in the Sheriff's office is in compliance with state and federal guidelines. Every month there are 30 videos that the deputies must watch regarding the policy and procedures.

The jail control system is in essence 20 years old and has had significant issues this year. It has to be replaced. We have been putting a Band-Aid on the jail dishwasher for years and needs to be replaced. AED's in the squad car need to be replaced.

It was asked if the stipend that was voted on last night was in the budget. It is not, as it has not been approved by the Board yet. So this budget may increase once approved by Board.

#225 – Public Safety Building – 3 doors, hot water heaters, exterior cameras, erosion control all need to be repaired.

#300 – IT – next year will focus on disaster recovery.

#320 – Annex 4 – hoping to get fiber to Annex 4.

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The following funds are all fees collected -

- 060 – Hire back fund – fees from traffic tickets written in a construction zone
- 067- Fees from drug fines
- 077 – DUI equipment – court cost fees
- 078 – Arrestee Medical fund – fees from court. This money is used to covered medical expenses
- 085 – Fees from property forfeited.
- 087 – Grant fund
- 089 – Fees collected from sex offender registration
- 090 – DARE – funds that come in from the school for the program
- 091 – Fees from defendants that get court supervision from traffic tickets
- 092 – Fees from car impoundments
- 095 – If a bar has pull tab and jar games, we receive funds from that
- 096 – Fees collected from the Circuit Clerk
- 099 – We have a contract with the US Marshall Service. Used to help supplement cost of jail.
- 108- Fees collected from fingerprinting for conceal and carry
- 109 – Was a pilot program

**f. County Clerk – General Fund #010, #160 Fund #065, #071**

The salary increases are contractual. The printing and office supplies have increased as this next year there are two elections. They will be replacing the computers and monitors in the office. The over-time was increased as there are new legislative requirements that will require more time for elections. Publication have also increased. Last year funds were appropriated for new election equipment. However, the equipment was not purchased due to COVID. New equipment could not be purchased till the election judges could be trained. This expense for the new equipment could fall into the extraordinary category. The recorder automation has increased. There is some funds coming into this account as people can pay a subscription to have access to on-line documents. Vital Records was increased for the scanning of all records from 1973 back to the 1800's. There was some discussion on using American Rescue Plan funds for this, but we don't know if it would qualify, and where down the road the funds would come in. The Clerk also has enough funds in this account to cover the cost if need be.

**g. Health Department - - Fund #057**

The increase in the budget is for contact tracing grants that will continue on. The over-time line increased. In the past they gave flex time, but that has caused a problem with Covid. They will be looking to hire more people should the Covid virus increase in the County. It was asked how much of budget increase is due to Covid. It is estimated that at \$150,000 is due to Covid. The building maintenance has increased for building improvements. They have two cold storage units and 2 freezers to store the Covid vaccine and space is not accommodating and need to make sure ventilation is appropriate.

**8. New Business**

- a. Discussion/Action on the hiring of Bellwether LLC consultant to help with the development of Woodford Co. American Relief Act planning/spending.

The Treasurer reported that other county Treasurers have been reporting that they are hiring Bellwether to help with the ARPA planning. The cost would be \$20,000 and ARPA funds could

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
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be used. It was asked how long this agreement with Bellwether would last as there is no end date in the contract. And do they charge an hourly fee. It is understood that they will take the county as a client, but then it was also heard that they were not taking any more clients. Ms. Breyman is to contact Bellwether and get answers to our questions. Is there a back-up to use if they do not take us as a client? Do we want to forward this to the Board without answer to our questions? Discussion on how to handle. Motion made by Steffen to place on the Board agenda under new business, seconded by Meinhold. *Motion passed.*

**9. Unfinished Business**

a. Update on Revolving Loan Fund

The bid for the sidewalk projects was about \$500,000 over grant amount. Mr. Cummings has been talking to the townships/municipalities to see if 1) they will be willing to pay for part of their projects, or 2) cut a scope of project out. He has heard from a few of the townships/municipalities and a couple will cut projects out, and a few have offered to put in some money. One entity is not willing to pay any money, and says "it is all of their project or nothing." If they pull their project, this lowers the overall sidewalk project lower than the grant allows. It was stated that the County needs to consider offering funds to help pay for our portions of projects. If we have to pay \$50,000 to receive \$250,000 worth of repairs, it is a win. We need to talk to El Paso and Roanoke and see if they would be willing to finance part of their projects.

**10. Other**

**11. Executive Session**

**12. Any Action Coming Out of Executive Session**

**13. Adjournment**

Motion to adjourn made by Steffen, seconded by Jones. *Motion passed.*

Meeting adjourned at 8:00 PM.

Submitted by: Deb Breyman

  
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Chuck Nagel, Chairman  
Finance Committee