

**FINANCE COMMITTEE  
COMMITTEE  
COUNTY BOARDROOM  
WEDNESDAY, JANUARY 11, 2023  
AGENDA  
5:00 PM**

Join Zoom Meeting

<https://us02web.zoom.us/j/83054055091?pwd=NS9qeXV1TWxKL1RTQVFhRTdhNjhZdz09>

Meeting ID: 830 5405 5091

Passcode: 802716

- 1. Call to Order**
- 2. Roll Call** –Dave Meinhold, Autum Jones, Denise Durst, Jim Baumann, John Krug
- 3. Approval of Minutes**
  - a. Approval of December 13, 2022, minutes
- 4. Public Input**
- 5. Approval of Claims**
  - a. Approval of January 2023 Claims
- 6. Treasurer’s Report**
- 7. Budget**
- 8. New Business**
- 9. Unfinished Business**
  - a. Continued ARPA Funds Discussion
- 10. Other**
  - a. Courthouse Sprinkler Update
- 11. Executive Session – Roll Call Vote**
- 12. Any action coming out of Executive Session**
- 13. Adjournment**

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COUNTY BOARDROOM  
TUESDAY, DECEMBER 13, 2022  
AGENDA  
4:30 PM**

**1. Call to Order**

The meeting was called to order by Chairman Meinhold at 5:00.

**2. Roll Call**

Dave Meinhold, Autumn Jones, Denise Durst, Jim Baumann, John Krug all present. Also present is Board Chairman Chuck Nagel.

**3. Approval of Minutes**

**a. Approval of November 9, 2022 minutes**

Motion to approve November minutes made by Jones, seconded by Barth. *Motion passed.*

**b. Approval of and Release or Keep Confidential the March 2022 Executive Session Minutes**

Motion to approve and release the March 2022 executive session minutes made by Jones, seconded by Durst. *Motion passed.*

**4. Public Input**

None

**5. Approval of Claims**

**a. Approval of December 2022 Claims**

Motion to approve claims made by Krug, seconded by Barth. *Motion passed.*

**6. Treasurer's Report**

The summary of accounts, one for the month of November and one for FY 2021/22, lists all the accounts that the County has. The report lists the balance of those accounts at the beginning of the month/FY, the receipts received, the expenditures and the ending balance of that account. For the month of November, the total of the accounts increased by almost \$200,000 and the total for the FY increased by over \$6,000,000. Ms. Andrews explained the RLF account – there were several loans through the program. When the state decided to end the program, it was offered to all loan recipients to pay off their loan at a savings. One company could not afford to do this and is still paying on their loan. These payments go into the general fund account. This loan will be paid off in March of 2028. It is at a 3% interest rate. The Statement of Revenue shows all county accounts, and the revenue that was received. It goes to the full Board every quarter. If the number in the right hand column is in parentheses ( ) it means that we took in more revenue than what was expected. There are some line items that are zeroes, as we didn't anticipate receiving any revenue for that account. It was asked about the animal control citations. The citations are for cases that have gone through the court system. There is one citation that has not gone through the court system and should be paid by the end of the month. The Sales Tax Report – the information on the taxes received doesn't always reach the Treasurer intime to get put into the Finance Committee packet. It was decided that this report could just be presented at the Board, and not at Finance. Tomorrow there will be a pre-audit phone conference with the auditors CliftonLarsonAllen. We will more than likely have a single audit in addition to the

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regular audit because of the amount of Federal dollars we have spent. It was asked about who we use for the audit. Several years ago it was put out for bid. Because of the size of our audit, there are not a lot of companies that can handle it. CliftonLarsonAllen won the bid and have continued to do our audit.

**7. Budget**

**8. New Business**

a. Election of Vice-Chairman

Motion to appoint Autum Jones as vice-chairman made by Krug, seconded by Durst. *Motion passed.*

b. Set 2023 meeting schedule

They would like for Finance to be the last committee to meet. Discussion was held on moving the day to Wednesday, and the time. Motion by Krug to move the Finance Committee meeting to Wednesday at 5:00 PM, seconded by Jones. *Motion passed.*

c. Courthouse Elevator Fire Suppression

The discussion on the elevator fire suppression was held last night at the Public Safety meeting. OTIS Elevator informed the Sheriff that there may be some needed upgrades in the fire system. We currently fall under the state regulations of 2013. With the elevator upgrades we will fall under the 2019 requirements. The 2019 regulations require additional smoke and heat detectors. If there is a fire on one floor, the elevator doors will not open on that floor. The electrical boxes will need to be upgraded to make more waterproof. Once the elevator improvements have been made, can we use the elevator before the fire improvements have been made was a question that has arisen. The Fire Marshall has not been on site yet to check our system and tell us what might be needed. The Sheriff is hoping that whatever is needed can be lumped in with the fire alarm system upgrade that have been ARPA fund approved. All ARPA fund money has been allocated, but we can take some of the ARPA funds allocated to the new Highway building and move them over to cover expenses like this.

d. Approval of Ordinance 2022-23 #002 Authorizing Additional ARPA Funding for Courthouse HVAC System

Motion to approve Ordinance 002 made by Krug, seconded by Durst. The HVAC system for the Courthouse is more than what was anticipated. This Ordinance is allocating reserve ARPA funds to cover the Courthouse HVAC system. We can pull from the allocated ARPA funds for the Highway building to help cover these additional expenses. The Sheriff's body camera agreement is less than what was ARPA budgeted for, giving \$54,000 back to the ARPA funds to be used for overages of other projects. Without ARPA, we would not have been able to make the upgrades that are needed. This is actually saving money in the long run. It was mentioned that we had contacted communities in the County asking them for projects they may have that would qualify under ARPA. The committee feels that it is very disappointing that the few entities that have remained active on their requests can't be supported. The committee would like to keep on the agenda discussion of these entities and if there is anything we can do to help them.

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- e. Approval of Resolution 2022/23 #001 Authorizing FY 21/22 Budget Line-Item Adjustments

Motion to approve Resolution 001 made by Jones, seconded by Krug. This is done every year to be in compliance with statute. When we don't allocate enough funds in a line item, we have to move funds from a line item that did not use all the funds to that line item that used more than what was allocated. This is shifting funds to make the line-item solvent. *Motion approved.*

- f. Approval of Resolution 2022/23 #002 Authorizing FY 21/22 Special Appropriations

Motion to approve Resolution 002 made by Jones, seconded by Durst. This is done annually. In this case, we didn't budget enough in the fund and have to increase the appropriation for that fund. There is money in the fund, but not enough was appropriated. Total overall was an increase of \$226,479. *Motion passed.*

**9. Unfinished Business**

- a. ARPA Discussion

The ARPA funds have to be obligated by 2024, and spent by 2026. It was suggested that the committee keep the Ordinance that was approved that shows how the funds are being allocated as a reference.

**10. Other**

**11. Executive Session – Roll Call Vote**

**12. Any action coming out of Executive Session**

**13. Adjournment**

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

Meeting adjourned at 5:44 PM

Submitted by: Deb Breyman

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Dave Meinhold, Chairman  
Finance Committee

## CORONAVIRUS FISCAL RECOVERY FUNDS (ARPA)

Ordinances Approved by County Board:		
Ordinance 2020/2021-014	Bellwether LLC payment for services	\$ 20,000.00
Ordinance 2021/2022-003	Lost Revenue Standard Allowance Election	\$ -
Ordinance 2021/2022-004	Woodford County HVAC System Obligating Funds	\$ 3,000,000.00
Ordinance 2021/2022-013	Various Projects/Purchases Obligating Funds	\$ 4,036,364.00
Ordinance 2022/2023-002	Woodford County HVAC System Obligating additional Funds	\$ 500,000.00

Ordinance #	Description of Purchase/Project	Obligated	Paid	Variance
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2020/2021-014	Bellwether LLC payment for services	\$ 20,000.00	\$ 20,000.00	\$ -
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2021/22-004 and 2022/23-002	HVAC - Public Safety Building & Courthouse	\$ 3,500,000.00	\$ 185,117.00	\$ 3,314,883.00
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2021/2022-013	#1 COVID Testing & Treatment Expenses	\$ 95,000.00	\$ 95,000.00	\$ -
	#2 Telephone System for all County Facilities	\$ 132,000.00	\$ -	\$ 132,000.00
	#3 County Network IT Upgrades	\$ 165,000.00	\$ -	\$ 165,000.00
	#4 Digitizing Documents for various departments	\$ 340,658.00	\$ -	\$ 340,658.00
	#5 Fire Alarm Systems for EMA, Annex #1, #2, #4	\$ 48,000.00	\$ -	\$ 48,000.00
	#6 Election Booths & Voting Machines	\$ 128,505.00	\$ -	\$ 128,505.00
	#7 TEK 84 Body Scanner	\$ 225,000.00	\$ -	\$ 225,000.00
	#8 Body Worn Cameras - Sheriff's Dept.	\$ 185,000.00	\$ -	\$ 185,000.00
	#9 CCTV Camera System for all buildings	\$ 84,500.00	\$ -	\$ 84,500.00
	#10 Mobile Computer System - Sheriff's Dept.	\$ 152,000.00	\$ -	\$ 152,000.00
	#11 Storm Shelter - Health Department	\$ 10,000.00	\$ -	\$ 10,000.00
	#12 Target Hardening Courthouse	\$ 33,450.00	\$ -	\$ 33,450.00
	#13 Interview System - Sheriff's Dept.	\$ 43,500.00	\$ -	\$ 43,500.00
	#14 Sidewalks and Ramps - Courthouse	\$ 119,000.00	\$ -	\$ 119,000.00
	#15 Sheriff/EMA Public Application	\$ 29,500.00	\$ -	\$ 29,500.00
	#16 Retaining Wall North - Courthouse	\$ 69,000.00	\$ -	\$ 69,000.00
	#17 Remodel/Conversion of space - Health Dept.	\$ 50,000.00	\$ -	\$ 50,000.00
	#18 Parking Lot Replacement - Courthouse	\$ 78,000.00	\$ -	\$ 78,000.00
	#19 HVAC - Health Department	\$ 50,000.00	\$ -	\$ 50,000.00
	#20 Courtroom 1 Upgrade	\$ 28,900.00	\$ -	\$ 28,900.00
	#21 Courthouse 1st Floor ADA Restroom	\$ 12,500.00	\$ -	\$ 12,500.00
	#22 Highway Department (as negotiated)	\$ 1,956,851.00	\$ -	\$ 1,956,851.00

### Summary of Fund Activity:

Department of Treasury - Traunch #1	\$3,735,105.00
Department of Treasury - Traunch #2	\$3,735,105.00
Interest Earned to Date	\$26,814.76
Expenses Paid to Date	(\$300,117.00)
Balance in the Coronavirus (ARPA) Fund	\$7,196,907.76