

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

1. Call to Order

Meeting called to order at 5:01 PM.

2. Roll Call –Dave Meinhold, Autum Jones, Jim Baumann, John Krug, and Jerry Smith all present. Denise Durst excused.

3. Approval of Minutes

a. Approval of December 13, 2022, minutes

Motion to approve December 2022 minutes made by Baumann, seconded by Jones. *Motion passed*

4. Public Input

None

5. Approval of Claims

a. Approval of January 2023 Claims

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

6. Treasurer's Report

The summary of accounts report shows that we spent more than what we took in, but this is typical for this time of year. The Revolving Loan payments continue to come in. The Sales Tax report continues to be strong with numbers greater than last year. The Treasurer has no concerns about any of the accounts.

The Treasurer also presented an ARPA fund report. The first box shows the projects that have been approved by Ordinance by the Board. The second box breaks down the Ordinances to describe the project and how much has been obligated for each project and which projects have been paid. The last box shows the funds coming in, funds being paid out and the actual account balance. It was hard to keep track from the original Ordinance what projects were completed and their costs – whether over or under the anticipated amount. Since the projects have already been approved through an Ordinance passed by the Board, some of the projects will flow through other committees and not the Finance committee. This report will help keep track of where we are financially with the ARPA funds. The Treasurer will update the report monthly.

The audit is under way with 3 people from CliftonLarsonAllen working on three different areas – accounts payable, payroll, collections. The Treasurer is busy pulling reports for their review and answering any questions they may have. There are many components to the audit which take time. The 911 and the work comp audits will be coming up soon. Once CliftonLarsonAllen is done with the audit, they will provide a report with their findings and usually give a presentation on such at the Board meeting.

7. Budget

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8. New Business

9. Unfinished Business

a. Continued ARPA Funds Discussion

There have been discussions on how to fund some of the requests that were made from outside entities for using ARPA funds. A few entities have stayed on top of their request, checking in regularly to see where their project is, while some entities have made a request for funds but have gone no further. The committee would like to help those that have stayed on top of their request, and continue to discuss how to do this. In the next two to three months the committee will know where the ARPA funds stand and be able to look into the outside projects.

10. Other

a. Courthouse Sprinkler Update

The scope of work was geared toward ADA compliance and fell under the RLF. As the project progressed, it changed the fire code of 2013, which we were in compliance with, to the fire code of 2019, which we are not in compliance with. We need to add several components to upgrade the fire system. The elevator upgrades will be completed this week, and the Fire Marshal has said that we can open the elevator up for use when we complete all the dry upgrades. At some point they will have to take the elevator down again when the wet components are added to the system. The original upgrades to the fire system were to be paid using ARPA funds. These additional upgrades were not part of the original plans. Should a project fall under what was obligated for it, then the surplus funds could be used for these unexpected upgrades. It would require a new Ordinance to be made should there be funds available. It is estimated that the additional fire upgrades will be around \$50,000. The Sheriff currently has a few invoices to be paid from these required new upgrades that were not approved for ARPA fund use and needs to know how to code them. It was decided that we would pay these invoices out of contingency, and if any ARPA funds are left over from another project, transfer the funds back to contingency.

A reminder that there will be no February Finance meeting. The next Finance meeting will be March 15th.


11. Executive Session – Roll Call Vote

12. Any action coming out of Executive Session

13. Adjournment

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

Submitted by: Deb Breyman


Dave Meinhold, Chairman
Finance Committee