

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
WEDNESDAY APRIL 13, 2022
MINUTES
4:30 PM**

1. Call to Order

The meeting was called to order by Vice-Chairman Jones at 4:31 P.M.

2. Roll Call

Autum Jones, Dave Meinhold, Ansel Burditt all present. Chuck Nagel and Dan Steffen, were excused. Alternate Jerry Smith was also present.

3. Approval of Minutes

a. Approval of March 8, 2022 Regular Meeting

Motion to approve March 2022 minutes made by Meinhold, seconded by Burditt. *Motion passed.*

4. Public Input

Karen Krug, EES Chief from El Paso addressed the committee. She had concerns with several comments from last month's meeting. She stated that GATA monitored Federal funds making sure they are handled appropriately, therefore County would not have to monitor the funds that were given to sub-recipients. She stated that the statement that "everyone had the opportunity to apply for ARPA funds" was incorrect. Not everyone was allowed to submit a request. She questioned why the County sent out requests to county entities on needs they had that County ARPA funds could be used on if the County intended to use the money for their own needs. And that ARPA funds could be used on medical equipment, such as the power cot, CRP compression machine, etc. These things help save lives. The County does not need to fund 100% of the projects that have been requested, but needs to do the right thing.

The committee responded to Ms. Krug in that when ARPA started, it was a lot more restrictive on what funds could be used for. That has now opened up significantly allowing the County to address some of their needs. The County does have to monitor the sub-recipients of these funds. ARPA is not a grant. These funds have to be monitored under the US Treasurers Portal, not GATA. How the County uses the ARPA funds is an on going process, as no decision have been made at this time. Ms. Krug thanked the committee for clarifying some things for her.

5. Approval of Claims

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

6. Treasurers Report

There are no concerns with any funds as all are doing well. The County Clerk has rolled to the Treasurer and the Treasurer has started running the tax bills. The March revenue report shows that all taxes are continuing to increase. The one Revolving Loan fund is still making timely monthly payments.

7. Budget

a. Budget Development FY2023

The Treasurer has the budget document updated and ready to distributed to the department heads. It was mentioned that there has been discussion on the budgetary process, and a new process will be set.

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8. New Business

a. Presentation of the County Audit – CliftonLarsonAllen LLP
Adam Larson from CliftonLarsonAllen presented the audit report. They have issued a clean audit report, no misstatements of funds. There was also a single audit done over the Federal funding of grants we received. There were six findings – 1) segregation of duties; 2) financial statement preparation; and 3) audit adjustments, are the same findings as last year, and are common to small counties. These three findings will probably never go away. The other three finding are relating to grants – 1) Allowable Costs for Epidemiology and Laboratory for Infectious Diseases program; 2) Indirect Costs/Reporting for Coronavirus Relief Funding; and 3) Reporting for Community Development Grant. These three findings have all be addressed and resolved. They issued two letters of governance – one for the County and a separate one for the Circuit Clerk’s audit. The County letter addresses three points - no disagreements or difficulties with management, discusses implementation of GASB Statement No. 84, and audit of ETSB performed by another auditor. The letter for the Circuit Clerk addresses the outstanding checks in the Circuit Clerk Offices. This is an issue that was inherited in the mess the previous Clerk left. It was asked how Woodford County sits in comparison to other counties. Mr. Larson stated that some are better, and some are worse off.

b. Approval of GPEDC RLF Invoice #CDBG 3-S for \$3,000
Motion to approve \$3,000 for GPEDC Revolving Loan Fund work made by Meinhold, seconded by Burditt. *Motion passed.*

c. Approval of Knapp Concrete Invoice 21160-1 for \$119,700
Motion to approve Knapp Concrete Invoice for \$119,700 made by Burditt, seconded by Meinhold. It was asked about the difference in the invoice totals. 10% is held back till the job is completed. *Motion passed.*

d. Discussion on ARPA fund projects
This will be an ongoing discussion.

a. Highway Department

The Highway Department is building a new shop and would like to use ARPA funds for some of the expenses in that shop.

b. Health Department

The Health Department requests ARPA funds to update Annex 4 issues –no fire alarm, parking lot, storm shelter, pharmaceutical storage, etc.

c. Circuit Clerk – quote on scanning documents

The Circuit Clerk would like to digitize all the court file documents in storage.

d. County Clerk

The County Clerk would like updated voting booths

9. Unfinished Business

a. RLF update

Mr. Cummings gave an updated reported. Initially, there was to be a second ramp installed in the back of the Courthouse. There is no need for this ramp. If this ramp is removed from the projects,

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it will reduce the County's contribution. Spring Bay is working on a handicap parking space, but it doesn't meet the requirements of ADA. To make the space meet the ADA requirements, Spring Bay would need pick up the additional cost. We are currently in discussion with them to see if they can manage the increase. A work order change would need to filled out if this goes forward. This will be discussed again next month.

10. Other

11. Executive Session

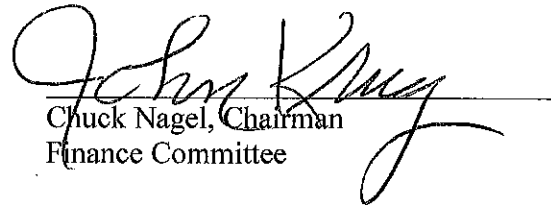
12. Any Action Coming Out of Executive Session

13. Adjournment

Motion to adjourn made by Meinhold, seconded by Burditt. *Motion passed.*

Meeting adjourned at 5:25 P.M.

Submitted by: Deb Breyman



Chuck Nagel, Chairman
Finance Committee