

Finance Committee Minutes

10/15/2019

1:30 PM

Room 202

Meeting called by: Bill Routley **Note taker:** Paul Bullock

Attendees: Marilyn Bradstrom, Ray Steinke, Jerrilynn Strong, Mindy Taylor

----- Agenda Topics -----

Call to Order	Chairperson	1:30 PM
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Public Comment		NONE
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2020 Flexible Spending Account Limit	Administrator
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Discussion: The Committee reviewed a request from the Administrator to amend the FSA plan limit to the IRS Allowable Maximum for 2020. The number is anticipated to be \$2,750/year.

Conclusions: The Committee will recommend to the Board that the request be approved and the Administrator authorized for 2020 and future years to keep the FSA plan limit at the IRS Allowable maximum.

2019 Special Drain Assessments	Administrator
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Discussion: The Committee reviewed the Drain Commission billing for 2019 Special Drain Assessments in the amount of \$4,103.16.

Conclusions: The Committee will recommend to the Board that the bill be paid, and the Road Commission invoiced for 50% (\$2,051.58), as per state law.

Tree Removal Bids	Administrator
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Discussion: The Committee reviewed three bids for removal of 5 declining maple trees on the north side of the County Building, as well as a proposal to plant 4 crimson maples in the area.

Conclusions: The Committee will recommend to the Board that the lowest cost bid of \$5,800 be accepted from Alpine Tree Service for the removal and stump grinding of the five trees and the proposal for 4 new trees, installed and warranted, be accepted from New Horizon Landscaping at a total cost of \$2,000.

Budget Alteration Request/SR 215 FOC	Finance Officer
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Discussion: The Committee reviewed a proposed budget alteration in SR 215 to move funds within the budget to cover the cost of the recent copier purchase.

Conclusions: The Committee will recommend to the Board that the request be approved.

Action items:

Amend the Budget

Person responsible:

Finance Officer

Deadline:

Budget Amendment Request/SR 210 EMS		Finance Officer	
Discussion: The Committee reviewed a proposed budget amendment to recognize an additional \$314,683 in revenue and related expenses and movement of funds within line items to balance the individual line items, including accounting for the remounting of an ambulance box on a new chassis.			
Conclusions: The Committee will recommend to the Board that the request be approved.			
Action items:		Person responsible:	Deadline:
Amend the Budget		Finance Officer	
Budget Amendment Request/SR 268 Prosecutors Deferral		Finance Officer	
Discussion: The Committee reviewed a proposed budget amendment to recognize an additional \$12,159 in grant revenue and movement of funds within line items with a net increase in the expenditure lines of \$4,884.			
Conclusions: The Committee will recommend to the Board that the request be approved.			
Action items:		Person responsible:	Deadline:
Amend the Budget		Finance Officer	
Finance Reports/July 2019		Treasurer	
Discussion: The Committee reviewed the July Financial Statements			
Conclusions: The Committee will recommend to the Board that the July Financial Report be accepted and placed on file.			
Other Business		NONE	
Commissioner Per Diem and Travel			
Discussion: The Committee reviewed and approved all Commissioner per diem and travel.			
Listed Bills			
Discussion: The Committee reviewed all bills.			
Conclusions: The Committee will recommend to the Board that all bills be paid.			
Adjournment		2:15 PM	