

The Florence County Audit, Budget, and Administrative Committee met at the Courthouse on August 9, 2016. The meeting was called to order by the Chair. Members present were Supervisors: Bomberg, Dzekute, Johnson, Kelley, and Steber. Absent: None

Moved by Supervisor Steber, seconded by Supervisor Johnson approval of Agenda. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Steber, seconded by Supervisor Dzekute to approve all minutes as read. Ayes: Five (5). Nays: None (0). Motion carried.

Lori Friberg, ADRC/Aging Director, asked the Committee for a budget revision approved at an earlier meeting for two employees taking the County insurance.

Moved by Supervisor Johnson, seconded by Supervisor Bomberg approval to make a budget revision to the ADRC /Aging 2016 Budget for approved employee insurance. The budget transfer will be made from the contingency fund. Ayes: Five (5). Nays: None (0). Motion carried.

A discussion took place on the extra hours needed for the Program Assistant to continue to assist the Director while she is in her training transition. Supervisor Johnson asked Friberg to figure a total budget impact for all training and payroll costs needed to maintain a smooth transition.

Moved by Supervisor Johnson, seconded by Supervisor Steber approval to table the ADRC 2016 budget revision for the Program Assistant position. Ayes: Five (5). Nays: None (0). Motion carried.

JoAnne Friberg, Treasurer, presented the monthly Treasurers report showing account balances, interest rates, and investment accounts. Friberg noted very healthy bank accounts but this will come down once the August Settlement checks are sent out. She also presented a preliminary budget for her additional Property Lister position asking for direction from the Committee. The Committee asked for time to look at the budget and have further discussion during the budget process.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the Treasurer's monthly report and invest any monies in the best interest of the County as presented. Ayes: Five (5). Nays: None (0). Motion carried.

Joe Bestor, Financial Manager, presented the 2017-2021 Capital Improvement Plan. Bestor updated the Committee on the CIP process, policies and the 5-year plan. He discussed some highlighted areas in the plan along with going through some department head request forms. Further discussion will take place during the budget process. Bestor has asked other department heads to share their projects to the Committee.

Jen Steber, Human Services Director, researched a different County phone system because of the high costs we are currently paying. The Counties current phone company is looking at options for cost savings.

Jeff DeMuri, Highway Commissioner, updated the Committee on a couple of pieces of high cost equipment and projects the Highway Department is looking at for 2017 and 2018.

Joe Bestor updated the Committee on the Uniform Grant Guidance (UGG) requirements. He asked the Committee to accept the roles and responsibilities for the Audit & Budget Committee, Financial Manager, Financial Manager/Director and Administrators/Finance Staff.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve the roles and responsibilities for the Uniform Grant Guidance Initiative. Ayes: Five (5). Nays: None (0). Motion carried.

The Financial Manager presented his monthly reports to the Committee. The reports showed financial highlights, progress reports for the last 30 days, looking ahead at the 2017 Budget process and preliminary numbers for the 2017 budget.

Moved by Supervisor Johnson, seconded by Supervisor Steber to approve the Financial Manager's monthly reports. Ayes: Five (5). Nays: None (0). Motion carried.

Moved by Supervisor Bomberg, seconded by Supervisor Johnson to approve all bills submitted by the Clerk and authorize the Clerk to issue orders for payment of the same. Ayes: Five (5). Nays: None (0). Motion carried.

There being no further business and on a motion made, seconded, and carried the meeting was adjourned.

Respectfully submitted,

Donna Trudell
County Clerk