

The Florence County Audit, Budget, and Administrative Committee met at the Courthouse on April 9, 2024. The meeting was called to order by the Chair at 6:00p.m. A quorum of members was present.

Committee Supervisors present: Bomberg, Johnson, and Steber.

Absent: Supervisors Kelley and Wolosyn

Agenda

Moved by Supervisor Steber to approve the agenda, as presented.

Motion seconded by Supervisor Bomberg.

Motion carried, with all voting "Aye" on a voice vote.

Minutes

Moved by Supervisor Steber to approve the March 5, March 12, and March 14, 2024, meeting minutes.

Motion Seconded by Supervisor Bomberg.

Motion carried, with all voting "Aye" on a voice vote.

Opioid Settlement Funds

Kim Merrill, Finance Manager, updated the committee saying the Opioid Fund account has \$57,041 remaining.

No action

ARPA (American Rescue Plan Funds) / LATCF (Local Assistance and Tribal Consistency Funds)

Kim Merrill, Finance Manager, updated the committee saying the remaining ARPA has \$47,000 remaining and would like to designate the money to Tyler Finance and HVAC.

Moved by Supervisor Bomberg to authorize the remaining ARPA funds of approximately \$47,000 to the Tyler Finance System and Courthouse HVAC System.

Motion seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

New Finance System – Tyler Technologies

Merrill updated the Committee and is working with Tyler on bank reconciliation issues. Merrill called and updated our auditors on the reconciliation issues with the upcoming audit in April.

Supervisor Bomberg feels bad for the employees involved with Tyler Technologies and all the issues to date. She said that Tyler Technologies failed Florence County.

No action

VPN Access

Moved by Supervisor Steber to approve VPN access for Donna Liebergen-Treasurer, Kim Merrill-Finance Manager, and Kelly Prevost-Assistant Finance.

Motion Seconded by Supervisor Bomberg.

Motion carries, with all voting "Aye" on a voice vote.

In-Rem Properties

Donna Liebergen updated and presented the Committee with a list of the in-rem properties she has for 2019 and older. She asked permission to reach out to corporation council on a couple of the properties. She will keep the Committee updated.

Moved by Supervisor Steber to authorize the County Treasurer to move forward and use the Florence County Corporation Council on tax delinquent properties.

Motion seconded by Supervisor Bomberg.

Motion carried, with all voting "Aye" on a voice vote.

Treasurers Monthly Report

Donna Liebergen, County Treasurer, presented the monthly Treasurer's report showing nothing unusual, which included account balances, interest rates, and investment accounts for March.

Chair Johnson thanked Liebergen for the report.

No action needed

Treasurer Investments

Moved by Supervisor Steber to authorize the County Treasurer to invest any monies in the best interest of the County.

Motion seconded by Supervisor Bomberg.

Motion carried, with all voting "Aye" on a voice vote.

Finance Manager's Monthly Report

Merrill handed out current operating budget reports for all departments and discussed the rating the County received for the bond. She also discussed the Capital Funds Plan with the Committee.

Chair Johnson thanked Merrill for the report.

No action needed

Monthly Bill Process

Kelly Prevost, Finance Assistant, discussed the bill process with the Committee. She will process department bills already approved by their home committee weekly as she gets them and then at the end of the month the Committee will receive and approve a master list of bills that have been processed.

Moved by Supervisor Bomberg to approve Finance Assistant to process department bills already approved by their home committee weekly as she gets them and then at the end of the month the Audit and Budget Committee will receive and approve a master list of bills that have been processed for that month.

Motion seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

Monthly Bills

Moved by Supervisor Bomberg to approve all bills submitted by the County Clerk's Office to include the additional bills presented and authorize the Clerk to issue orders for the payment of the same.

Motion Seconded by Supervisor Steber.

Motion carried, with all voting "Aye" on a voice vote.

Committee concerns for future agenda items

None

Adjourn

No further business.

Meeting adjourned by the Chair at 6:27 p.m.

Respectfully submitted,

Donna Trudell,
County Clerk/
Administrative Coordinator