

FINANCE AND ADMINISTRATION COMMITTEE
WEDNESDAY, SEPTEMBER 15, 2021 5:00 PM
Sheriff's Office Conference Room

Call to Order (5:00 PM)

Members Present: Ashley, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman

Also present: Josh Barringer, Jennifer Lindsey, Mary Beth Varner, Mitch Burdick, Jeff Whitbeck, Robert Burns, Gene Basden, Chad Hill

Approval of Minutes

- I. [21-6346](#) Approval of August 16, 2021 Minutes
Rendleman commented that the minutes did not reflect the appreciation of the committee for Ms. Stokes presentation. Comparato asked that the minutes please reflect that.
A motion was made by Erbes, seconded by Calandro, to approve the August 16, 2021 minutes with the above mentioned addition. The motion carried by unanimous vote.
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Chair's Report

Insurance

- II. [21-6347](#) Work Comp Update
The County Administrator commented that there were 2 employees currently on work comp. She also mentioned that she had received the work comp audit results and that the County would be receiving around a \$2,000 refund.
- III. [21-6348](#) Payment of HOPE Trust Dental & Vision Claims in the amount of \$9,308.38
A motion was made by Calandro, seconded by Erbes, to approve payment of HOPE Trust Dental & Vision Claims in the amount of \$9,308.38. The motion carried by unanimous vote.
- IV. [21-6349](#) Payment of HOPE Trust Medical Administration Claim in the amount of \$266,393.00
A motion was made by Rendleman, seconded by Erbes, to approve the payment of HOPE Trust Medical Administration Claim in the amount of \$266,393.00. The motion carried by the following vote:
Yes: 7 - Ashley, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman
- V. [21-6361](#) FY22 Health Insurance Rates
The County Administrator communicated to the committee that the FY22 Insurance rates had increased 16% for the HOPE 1000 plan and 12% for the HOPE 4000 plan. The HRP plan rate stayed the same.
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Finance

- VI. [21-6350](#) Payment of County Monthly Claims in the amount of \$277,872.00
A motion was made by Calandro, seconded by Ashley, to approve payment of County Monthly Claims in the amount of \$277,872.00. The motion carried by the following vote:
Yes: 6 - Ashley, Calandro, Comparato, D. Bost, Erbes and Mueller
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Abstain: 1 - Rendleman

- VII. [21-6351](#) Approval of On-Demand Claims in the amount of \$5,157.84
A motion was made by Rendleman, seconded by Ashley, to approve the On-Demand Claims in the amount of \$5,157.84. The motion carried by unanimous vote.
- VIII. [21-6352](#) Payment of Board Member Travel Expenses in the amount of \$3,345.60
A motion was made by Calandro, seconded by Rendleman, to approve payment of Board Member Travel Expenses in the amount of \$3,345.60. The motion carried by the following vote:
Yes: 7 - Ashley, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman
- IX. [21-6353](#) Delinquent Tax Resolution 2021-60 Parcel #14-04-378-012
A motion was made by Erbes, seconded by Rendleman, to approve Delinquent Tax Resolution 2021-60 Parcel #14-04-378-012. The motion carried by unanimous vote.
- X. [21-6354](#) Resolution 2021-61 Fixing the Annual Salary of Certain County Officeholders
This item was not discussed as it was added to the agenda by mistake.
- XI. [21-6355](#) Sheriff's Office Budget Adjustment
A motion was made by Rendleman, seconded by Calandro, to approve the Sheriff's Office Budget Adjustment. The motion carried by unanimous vote.
- XII. [21-6356](#) EMA Budget Adjustments
A motion was made by Calandro, seconded by Erbes, to approve the EMA Budget adjustments. The motion carried by unanimous vote.
- XIII. [21-6357](#) Public Defender Budget Adjustments
A motion was made by Rendleman, seconded by Ashley, to approve the Public Defender Budget Adjustments. The motion carried by unanimous vote.
- XIV. [21-6364](#) Property & Liability Bids
The County Administrator commented that the office had received 1 property and liability bid and 3 work comp bids. She noted that she would have the information ready for review at the October meeting.
- XV. [21-6362](#) Automation Funds Review
The County Administrator commented that the documents presented were requested by Board members and could be used when reviewing the FY22 draft budget.
- XVI. [21-6363](#) Budget Discussion
The committee discussed the draft budget that was presented to them. The group reviewed the suggested cuts made by the County Administrator. Rendleman questioned what criteria was used to make these cuts. The County Administrator noted that she was advised to keep the budgets flat and the cuts were in an effort to accomplish that. She also commented that these were only suggestions and that the Board could make changes as desired. The County Administrator also stated that the draft budget was balanced with a 4.99% levy. Comparato requested that the committee review the draft budget and make notes and comments to present at the budget meeting in two weeks.
- XVII. [21-6365](#) Budget Meeting
Comparato asked the board to meet on Tuesday, September 28th at 5pm for a budget meeting. The committee agreed. All department heads will be asked to attend.
- XVIII. [21-6358](#) Cash Summaries by Bank
Hunter commented that there was no update for this item, but she mentioned that she moved \$3,000,000 in ARP funds to the Bank of Banterra to receive a .3 interest rate vs. the .01 rate it was receiving from the previous bank.
- XIX. [21-6359](#) Revenue by Department
No new update for this item.
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Labor

Old Business

New Business

Executive Session

Adjourn (5:46 PM)

Ashely moved and D. Bost seconded to adjourn, motion carried.