

FINANCE AND ADMINISTRATION COMMITTEE
MONDAY, FEBRUARY 14, 2022 5:00 PM
DIAL IN NUMBER (US) 1-312-584-2401 MEETING ID: 1378275#
OR
HTTPS://CALL.LIFESIZECLOUD.COM/1378275
PLEASE MUTE WHEN NOT SPEAKING

Call to Order (5:00 PM)

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

Members Absent: Ashley

Also present: Bart Hagston, Kenton Schafer, Jennifer Lindsey, Liz Hunter

Approval of Minutes

- I. [22-6690](#) Approval of December 13, 2021 Minutes
A motion was made by Calandro, seconded by Mueller, to approve the December 13, 2021 minutes as presented. The motion carried by the following vote:
Yes: 4 - Calandro, Comparato, Mueller and Rendleman
Absent: 3 - Ashley, D. Bost and Erbes
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Chair's Report

Insurance

- II. [22-6691](#) Work Comp Update
The County Administrator communicated to the committee that the OSHA 300 & EEO-4 reports had been completed for the year. She also commented that she would be sending an email in the next few weeks to all department heads asking for job descriptions for all positions in each department. She noted that these would benefit the County in future work comp audits.
(D. Bost joined the meeting.)
- III. [22-6692](#) Payment of HOPE Trust Dental & Vision Claims in the amount of \$13,058.99
A motion was made by Mueller, seconded by Rendleman, to approve payment of HOPE Trust Dental & Vision Claims in the amount of \$13,058.99. The motion carried by the following vote:
Yes: 5 - Calandro, Comparato, D. Bost, Mueller and Rendleman
Absent: 2 - Ashley and Erbes
- IV. [22-6693](#) Payment of HOPE Trust Medical Administration Claim in the amount of \$286,748.00
A motion was made by Calandro, seconded by D. Bost, to approve payment of the HOPE Trust Medical Administration Claim in the amount of \$286,748.00. The motion carried by the following vote:
Yes: 5 - Calandro, Comparato, D. Bost, Mueller and Rendleman
Absent: 2 - Ashley and Erbes
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Finance

- V. [22-6695](#) Approval of On-Demand Claims in the amount of \$82,486.24
A motion was made by Rendleman, seconded by Mueller, to approve the On-Demand Claims in the amount of \$82,486.24. The motion carried by the following vote:
Yes: 5 - Calandro, Comparato, D. Bost, Mueller and Rendleman
Absent: 2 - Ashley and Erbes
- VI. [22-6696](#) Payment of Board Member Travel Expenses in the amount of \$1,193.51
A motion was made by Calandro, seconded by Rendleman, to approve payment of Board Member Travel Expenses in the amount of \$1,193.51. The motion carried by the following vote:
Yes: 5 - Calandro, Comparato, D. Bost, Mueller and Rendleman
Absent: 2 - Ashley and Erbes
- VII. [22-6792](#) Modern Copier Service Contract
The County Administrator communicated that this was a contract renewal for copies made with the Board office copier. The committee discussed the cost of last year vs. this year, noting an increase in cost from the previous year.
A motion was made by Calandro, seconded by D. Bost, to approve the Modern Service Contract. The motion carried by the following vote:
Yes: 4 - Calandro, Comparato, D. Bost and Rendleman
Absent: 3 - Ashley, Erbes and Mueller
- VIII. [22-6697](#) Assessment Budget Adjustments
The County Administrator noted that this request was to move money that had been budgeted for a possible move of the Assessments department that was no longer needed. The request was for the money to be moved to the County contingency line item for future uses.
Rendleman questioned if this would add to the already budgeted amount in the contingency line item. (Erbes joined the call)
A motion was made by D. Bost, seconded by Mueller, to approve the Assessment Budget Adjustments. The motion carried by the following vote:
Yes: 6 - Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman
Absent: 1 - Ashley
- IX. [22-6698](#) Resolution 2022-27 Authorizing the Application For and the Policy Governing the Use of a County Issued Credit Card
The County Administrator explained that this resolution would increase the credit limit on the County Credit Card. She noted that usage would remain the same and that users would have to fill out the same Treasurer's Office request form for usage approval.
A motion was made by Rendleman, seconded by Calandro, to approve Resolution 2022-27 Authorizing the Application for and the Policy Governing the Use of a County Issue Credit Card. The motion carried by the following vote:
Yes: 5 - Calandro, Comparato, D. Bost, Erbes and Rendleman
Absent: 2 - Ashley and Mueller
- X. [22-6720](#) Delinquent Tax Resolution 2022-01 Parcel #05-05-359-030
Items X - XXXV (Delinquent Tax Resolutions 2022-01-2022-26) were voted in one motion.

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A motion was made by Calandro, seconded by Rendleman, to approve Delinquent Tax Resolution 2022-01 through 2022-26. The motion carried by the following vote:

Yes: 5 - Calandro, Comparato, D. Bost, Erbes and Rendleman

Absent: 2 - Ashley and Mueller

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| XI. 22-6721 | Delinquent Tax Resolution 2022-02 Parcel #05-08-378-018 |
| XII. 22-6722 | Delinquent Tax Resolution 2022-03 Parcel #05-17-253-005 |
| XIII. 22-6723 | Delinquent Tax Resolution 2022-04 Parcel #05-17-401-021 |
| XIV. 22-6724 | Delinquent Tax Resolution 2022-05 Parcel #06-21-103-004, 005 |
| XV. 22-6725 | Delinquent Tax Resolution 2022-06 Parcel #06-21-104-004 |
| XVI. 22-6726 | Delinquent Tax Resolution 2022-07 Parcel #13-30-131-007 |
| XVII. 22-6727 | Delinquent Tax Resolution 2022-08 Parcel #14-03-333-001 |
| XVIII. 22-6728 | Delinquent Tax Resolution 2022-09 Parcel #14-04-333-002 |
| XIX. 22-6729 | Delinquent Tax Resolution 2022-10 Parcel #14-04-333-003 |
| XX. 22-6730 | Delinquent Tax Resolution 2022-11 Parcel #14-04-456-002 |
| XXI. 22-6731 | Delinquent Tax Resolution 2022-12 Parcel #14-08-235-017 |
| XXII. 22-6732 | Delinquent Tax Resolution 2022-13 Parcel #15-16-406-009 |
| XXIII. 22-6733 | Delinquent Tax Resolution 2022-14 Parcel #15-16-431-029 |
| XXIV. 22-6734 | Delinquent Tax Resolution 2022-15 Parcel #15-16-432-029 |
| XXV. 22-6735 | Delinquent Tax Resolution 2022-16 Parcel #15-16-458-009 |
| XXVI. 22-6736 | Delinquent Tax Resolution 2022-17 Parcel #15-16-482-057 |
| XXVII. 22-6737 | Delinquent Tax Resolution 2022-18 Parcel #15-20-280-004 |
| XXVIII. 22-6738 | Delinquent Tax Resolution 2022-19 Parcel #16-25-254-024 |
| XXIX. 22-6739 | Delinquent Tax Resolution 2022-20 Parcel #19-05-226-010 |
| XXX. 22-6740 | Delinquent Tax Resolution 2022-21 Parcel #1174 |
| XXXI. 22-6741 | Delinquent Tax Resolution 2022-22 Parcel #6532 |
| XXXII. 22-6742 | Delinquent Tax Resolution 2022-23 Parcel #8044 |
| XXXIII. 22-6743 | Delinquent Tax Resolution 2022-24 Parcel #05-05-177-001 |
| XXXIV. 22-6744 | Delinquent Tax Resolution 2022-25 Parcel #05-05-177-003 |
| XXXV. 22-6793 | Delinquent Tax Resolution 2022-26 Parcel #15-16-409-002 |
| XXXVI. 22-6699 | Cash Summaries By Bank
Hunter gave a quick update on the Cash Summaries By Bank Report. |
| XXXVII. 22-6700 | Revenue By Department
Hunter noted that there was no update. This item was the normal monthly report. |

Labor

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Old Business

New Business

Executive Session

Adjourn (5:20 PM)

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