

**Finance and Administration Committee Meeting
Monday, December 9, 2024 5:00 PM
Jackson County Sheriff's Office Conference Room**

Call to Order

(5:00pm)

Present: Snyder, Rendleman, Comparato, Ikner, Battrell, Bost, Erbes

Also Present: Kevin Lister, Josh Barringer, Cleta Shirley, Liz Stevenson, Mary Beth Varner, Robert Burns, Brian Chapman, Joni Bailey, Kenton Schafer, Erin Ashley, Tamiko Mueller, Tonya Knust

Approval of Minutes

I. 2024-1033 Approval of November 14, 2024, Meeting Minutes

A motion was made by Snyder, seconded by Ikner, to approve the November 14, 2024, Meeting Minutes as presented. The motion carried by unanimous vote.

Chair's Report

Insurance

II. 2024-1030 Work Comp Update

No update was given.

III. 2024-1034 Payment of HOPE Trust Dental & Vision Claims in the amount of \$11,256.73

A motion was made by Rendleman, seconded by Battrell, to approve Payment of HOPE Trust Dental & Vision Claims in the amount of \$11,256.73. The motion carried by unanimous vote.

Finance

IV. 2024-1031 Payment of Board Member Travel Expenses

A motion was made by Rendleman, seconded by Bost, to approve payment of Board Member Travel Expenses in the amount of \$4,590.51. Lister asked to make a few comments regarding Board members not filling out the "Outside Agency" reports and including them with their travel vouchers, including the Board Chair. He noted that he felt it created a problem with transparency for the residents of Jackson County. The committee also had a discussion regarding Board members charging for multiple meetings in one day. Rendleman asked if the committee could get an updated opinion from ASA Bailey regarding Board members being able to charge for multiple meetings in a 24-hour period. Comparato suggested that the Board stick to the current opinion and tasked the Committee Coordinator with finding that opinion and providing it to the Board members. Comparato commented that after a conversation with the

Board Chair, going forward, all travel vouchers would need to be signed by the board member, or they would not be approved to move to the full Board from the committee. The committee continued their discussion. The motion was not voted on, and the item will move to the full Board agenda for approval.

V. 2024-1032 Approval of On-Demand Claims in the amount of \$146,717.71

A motion was made by Rendleman, seconded by Snyder, to approve On-Demand Claims in the amount of \$146,717.71. The motion carried by unanimous vote. Rendleman had a brief discussion regarding the purchase of the vehicles listed on the report from the Sheriff's department.

VI. 2024-1035 Delinquent Tax Resolution 2024-83 Permanent Parcel Number 14-09-352-006
Delinquent Tax Resolution 2024-84 Permanent Parcel Number 05-05-328-007
Delinquent Tax Resolution 2024-85 Permanent Parcel Number 09-32-451-027
Delinquent Tax Resolution 2024-86 Permanent Parcel Number 14-03-332-006
Delinquent Tax Resolution 2024-87 Permanent Parcel Number 02-09-384-008
Delinquent Tax Resolution 2024-88 Permanent Parcel Number 02-09-384-009
Delinquent Tax Resolution 2024-89 Permanent Parcel Number 02-09-384-010
Delinquent Tax Resolution 2024-89 Permanent Parcel Number 05-05-328-002
Delinquent Tax Resolution 2024-91 Permanent Parcel Number 13-30-152-009
Delinquent Tax Resolution 2024-92 Permanent Parcel Number 15-15-152-007
Delinquent Tax Resolution 2024-93 Permanent Parcel Number 15-15-152-015
Delinquent Tax Resolution 2024-94 Permanent Parcel Number 7048
Delinquent Tax Resolution 2024-95 Permanent Parcel Number 9685

A motion was made by Bost, seconded by Erbes, to approve Delinquent Tax Resolutions 2024-82 through 2024-95. The motion carried by unanimous vote.

VII. 2024-1064 WK&T Matching Grant Payments

Chapman reminded the committee that in June, the Board passed a resolution to commit \$5M to the broadband matching grant program. He noted the grant was ready to launch and payment was due by the end of the month. Comparato questioned ASA Bailey on whether the committee and full Board should vote again for actual payment of the money. The committee discussed the item briefly with ASA Bailey and agreed to move the item to the full Board meeting agenda for a vote by the entire Board.

XII. 2024-1038 Cash Summaries by Bank

Stevenson reported that this item was informational only, and she answered questions from the committee.

XIII. 2024-1039 Revenue and Expense by Department

Stevenson reported that this item was informational only, and she answered questions from the committee.

XIV. 2024-1040 County General Fund 101 Summary

Stevenson reported that this item was informational only, and she answered questions from the committee.

Labor

Comparato commented that AFSCME Courthouse labor negotiations were under way and that he would report to the committee when he had information.

Old Business

New Business

The following items were moved from the Finance section of the meeting agenda to New Business by the committee chair since they were items that had not been discussed by the committee previously.

X. 2024-1036 Reclassification of Obligated ARPA Funds

*Ashley presented a request to the committee regarding the need to reclassify the already obligated Med/Seg ARPA Funds, noting that the deadline for obligating all ARPA funds was December 31, 2024. She commented that the obligated Med/Seg money needed to be re-allocated for reporting purposes. The committee discussed the request in detail before making a motion. After discussion and questions regarding where the money should be reallocated, a motion was made by Ikner, seconded by Snyder, to reallocate and obligate the remaining Med/Seg construction funds to lost salaries and wages in County General revenue. The motion carried by the following roll call vote: **YES** (7): Comparato, Snyder, Erbes, Ikner, Bost, Rendleman, Battrell*

XI. 2024-1037 Appropriation of ARPA Fund Balance

*Ashley discussed with the committee that the ARPA Interest money needed to be obligated before December 31, 2024. She noted that her recommendation was to allocate the money to salary and wages. The committee discussed the item before making a motion. A motion was made by Rendleman, seconded by Battrell, to obligate the ARPA interest money to lost salary and wages in County General. The motion carried by the following roll call vote: **YES** (7): Comparato, Snyder, Erbes, Ikner, Rendleman, Battrell, Bost*

VIII. 2024-1071 Authorization to Create an Animal Control Fund

Chapman commented that while putting together a DRAFT budget for a possible animal control facility and reviewing state statutes, he noticed that the county had not established an animal control fund nor an animal population control fund. He commented that the state statute says that counties SHALL create both funds and that he was working with Treasurer Stevenson to get them created so that the County is in compliance and will have funding for a future animal control facility. ASA Bailey commented that the County needed to be compliant with their own ordinance, and with these funds, the County will be able to track and audit what the money is being used for. The committee had a lengthy discussion on whether the Board needed to authorize the creation of these funds or if the Treasurer could just simply create them. After much debate, Comparato recommended that the items be brought back to the committee in January for further discussion.

IX. 2024-1072 Authorization to Create an Animal Population Control Fund

Executive Session

Adjourn

(6:22pm)

A motion was made by Bost, seconded by Rendleman, to adjourn the meeting. The motion carried by unanimous vote.