

Approved 7/24/19
Minutes
BUDGET COMMITTEE
June 26, 2019
@ 3:00 p.m.

MEMBERS PRESENT:	James Fennell - Chairman; Rachel Reliford – Vice-Chairman; Jennifer Groves Allison, Rachael Parker, Kate Pastucha, Andrew Rand, Rob Reneau, Steven Rieker, Paul Rosenbohm, Phillip Salzer, Sharon Williams
MEMBERS ABSENT:	James Dillon
OTHERS PRESENT:	Scott Sorrel – County Administrator; Shauna Musselman - Assistant County Administrator; Larry Evans - State's Attorney's Office; Randy Brunner – Chief Financial Officer; Julie Ciesla, Paul Letcher – Finance; Angela Loftus – Asst. Director of Human Resources; Monica Hendrickson – Health Department; David Tuttle, Amy Marion – ETSB; Amy McLaren – County Highway; Rena' Parker, Jennifer Shadid – Courts Administration; Nicole Bjerke – Treasurer; Brian Asbell, Doug Gaa – Sheriff's Office

Call to Order

Chairman Fennell called the meeting to order at 3:00 p.m.

Approval of Minutes

A motion to approve the minutes of May 29, 2019 was made by Mr. Rosenbohm and seconded by Ms. Williams. The motion carried unanimously.

Informational Items/Reports/Other Minutes/Updates

- **Monthly Financial Report**

Ms. Ciesla advised summarized financial information for the period ending April 30, 2019, noting that the four months activity represents 33% of the fiscal year.

Ms. Ciesla advised that property tax distributions will not occur until June 2019. She noted that special revenue funds supported by property tax are currently below fund balance, but anticipates those funds to noticeably increase after receipt of property taxes. She advised that income tax, PPRT and Local Use tax are tracking higher than anticipated for April, while combined Sales Tax has been abnormally low. She noted that permit revenues are beginning to increase in Planning & Zoning.

Ms. Ciesla advised that the deficit in the Risk Management Fund is partially due to the wait for incoming property tax revenue as well as payment of annual fees. She stated that dialogue on potential adjustment of the tax levy in order to address the fund is necessary.

Joint Resolution

- **Additional Appropriation to FY 2019 Budget – Emergency Telephone System Board**
(joint with Public Safety and Justice Committee)

A motion to approve was made by Mr. Rosenbohm and seconded by Ms. Williams. Ms. Marion advised that the current telephone system is over 20 years old, and a telephone system replacement for 9-1-1 system equipment has been anticipated and included in the budget for several years. She advised that state mandated consolidation necessitated finalizing a consolidation plan prior to moving forward with the phone project.

Ms. Marion advised that consolidation has been completed; however, at the time of FY 2019 budget discussions, the final cost of the telephone system replacement project was unknown; additionally, the ETSB was anticipating receipt of a grant in an unknown amount.

Ms. Marion advised staff requests an appropriation of the final cost of the telephone system replacement of \$775,027.00 and an appropriation of grant monies in the amount of \$460,551.00, for a net budget amendment request of \$314,476.00.

The motion to approve carried unanimously.

Committee Action

- **Review of Executive Session Minutes**

Mr. Evans recommended that all previously held executive session minutes continue to be held closed as the need for confidentiality still exists, and to destroy executive session audio recordings more than two years old, except those that relate to pending litigation. A motion to accept the recommendation of the State's Attorney's Office was made by Mr. Salzer and seconded by Ms. Parker. The motion carried unanimously.

Adjournment

The meeting was adjourned by Chairman Fennell at 3:25 p.m.