

**Finance Committee Meeting
September 25, 2024**

Attendees

Committee: Art Merrill, Bud Gladstone, Wayne Marshfield, George Haynes, John Kosier,
Joe Cetta, Eric Wilson, Tina Molé

Staff: Kathy Preston, Penny Bishop, Randi Moxham, Amy Merklen

Mr. Merrill called the meeting to order at 10:30 a.m.

On a motion by Mr. Wilson, seconded by Mr. Kosier, the September 11 committee meeting minutes were unanimously approved.

The September 12 Sales Tax report was reviewed. The report indicates a decrease of 3.9164% down nearly \$800,000 relative to last year. A summary report of fund balance was dispersed for discussion at future budget workshop meetings.

The Clerk had sent committee members information and a proposal for a digital budget book service offered by ClearGov. She explained that once the budget is completed, the County would supply the budget data to ClearGov for import to create a digital budget book that would be available on the County website for public use. The product would provide for more transparency with the county budget. She confirmed the cost is \$15,000 annually with a one-time set up cost of \$4,500. Mr. Wilson questioned if there are that many budget-related questions that would make this service worth the cost. After discussion, Mr. Merrill noted this proposal could be revisited once the budget is finalized.

The Clerk distributed budget worksheets for Real Property Tax Services, Treasurer's Office, Fiscal Affairs, and County Historian for review and approval. Regarding the equipment request for RPTS, it had been decided at a prior committee meeting that since the printers would be purchased in 2024, they should be paid for in 2024 and not be included in the budget for 2025.

Mr. Marshfield questioned the not-prefiled resolution offered by the Treasurer's Office to transfer \$29,019 to pay for a software maintenance and support agreement. Ms. Moxham stated this is for the new tax collection software. She confirmed the maintenance agreement is for one year. She said the software is up and running but they need to do a little more work to finish the foreclosure aspect of the program. Mr. Merrill, Mr. Marshfield, and Mr. Cetta expressed their disappointment for this fee because there was no mention of an annual maintenance cost to the ARPA Committee when funds were requested to purchase the software. Mrs. Preston noted that the maintenance cost for PDS (payroll software) and for USL (financial software) is \$28,000 a year.

In reply to Mr. Marshfield, County Attorney Amy Merklen said she has not received any tax foreclosure documentation. Ms. Moxham stated that the County Attorney had asked for all the printed information first, and they are working on providing that. She said there are a lot of

documents to go through. Mr. Marshfield suggested they submit the records to the CA as soon as they have it available on each property.

In reply to Mr. Kosier, Mr. Haynes stated the plans for the old DPW office building are still undetermined. They have yet to receive Certificates of Occupancy for the two new facilities but are expecting to get them within a few weeks. Ms. Molé announced plans for a ribbon cutting possibly after the second Board meeting in October on the 23rd. Mr. Haynes said Supervisors will be invited to visit all three DPW sites, and the ribbon cutting will be at the administrative building.

Mr. Marshfield inquired about an authorization request for Corrections Officers to attend drone pilot training. Mr. Cetta explained that it's always good to have drone teams, and this request may be needed to complete a team that would be necessary to handle certain situations. Ms. Molé agreed and said it is good to have law enforcement staff train to be able to help when there are incidents that are sensitive in nature.

Travel, equipment, and fill vacancy requests were approved as presented.

Upon a motion the meeting adjourned at 11:05 a.m.