

FINANCE
December 16, 2020

- Call to order** The meeting was called to order by Supervisor Duane Rogers at 9:02 a.m. Committee members present were Geri Kozelka, Gerry Krachey, Greg Russell, and Wayne Jerrett. Also present was Tom Cornford, County Board Chairman, Deanne Lutz, Treasurer, Dale Klemme, Janet Geisler, County Clerk, and Roberta Fisher, Chief Deputy County Clerk.
- Verify posting** The meeting was verified as being properly posted.
- Approval of Minutes** Russell moved, Krachey seconded to approve the minutes of the previous meeting. The motion carried with no negative votes cast.
- App of Bills** Janet Geisler presented the committee with monthly bills.
Kozelka moved; Jerrett seconded to approve payment. The motion carried with no negative votes cast.
- Janet also informed the committee of a Traveler’s Insurance bill in the amount of \$2563 in which corporation counsel has advised not to make payment at this time.
- FEMA Acquisition** Dale Klemme appeared before the committee to ask to use money from the General Fund to pay for the purchase of properties that were damaged by the flood, and then FEMA would reimburse the cost. The purchase has to be made before FEMA will allow reimbursement.
- Rogers moved; Krachey seconded to take no more than \$100,000 from the General Fund to pay for the acquisition of these properties and then be reimbursed by FEMA. The motion carried with no negative votes cast.**
- IT Specialist Equipment Cost** The committee discussed how much to allow for the purchase of computer equipment and office furniture for the new IT Specialist.
- Rogers moved; Cornford seconded to approve no more than \$4000 to come from the Contingency Fund to pay for the cost of computer equipment and furniture for the IT Specialist. The motion carried with no negative votes cast.**

**Video Conf
Equipment**

Donna Steiner appeared to inform the committee that she received the final quote and cost to upgrade the new video conferencing system in the large courtroom.

Donna came before the Public Property meeting earlier this month to ask for permission to upgrade the dated equipment. At that time, she estimated the cost would exceed the amounts that she has left in her Video Conferencing and Jury accounts to cover payment. She now has the actual quote, and will not need to ask for additional money from the Contingency Fund.

The total cost of the new Video Conferencing system will be paid for out of remaining 2020 funds in the Video Conferencing and the Jury accounts. Due to CoVid pandemic, there weren't as many jury trials as anticipated.

Donna also asked that the new IT Specialist be involved with the installation of this system to become familiar with it as well.

Krachey moved; Rogers seconded to approve the purchase and install of new Video Conferencing system in the large courtroom. The motion carried with no negative votes cast.

**Juv. Restitution
Checking Acct.**

Deanne Lutz, Treasurer is recommending to the Finance Committee that this checking account go through Crawford County ledger accounts for Audit purposes.

Nancy Dowling explained that this account is used directly for expenses related to the Juvenile Restitution program and Teen Court. It has always been held as a separate checking account from the county. It is used as a revolving account, and none of the money belongs to the county.

The committee recommended that two separate general ledger accounts be created for Juvenile Restitution and Teen Court. Expenses could then be paid with a credit card, and a voucher submitted for payment from corresponding account.

Dept Reports

Treasurer Deanne Lutz appeared and distributed a monthly receipts and disbursements report and sales tax information. Through December, the disbursements for 2020 have significantly decreased, while the revenues have remained consistent.

Deanne also informed the committee that Crawford County was one of 15 counties that took part in a PILT lawsuit against the state, and was awarded a sum of approximately \$4000.

Janet Geisler, County Clerk informed the committee that she applied for and has received a grant in the amount of \$3229. This grant is used for election costs from 2020.

Next Meeting January 20th, 2021 at 9:00 a.m.

Adjournment Krachey moved; Russell second to adjourn the meeting. The motion carried with no negative votes cast and the meeting adjourned at 9:53 a.m.

Roberta A. Fisher, Deputy Clerk