

FINANCE AND PERSONNEL COMMITTEE

April 6, 2021

The Finance and Personnel Committee met on Tuesday, April 6, 2021, at 1:00 p.m. at the Phoenix Center Banquet Hall & virtually.

Committee members present included County Board Supervisors Marty Brewer, Marc Couey, Linda Gentes, Melissa Luck, Don Seep, and David Turk. Absent: Shaun Murphy-Lopez

1. **Call to Order:** Committee Vice Chair Marc Couey called the meeting to order.
2. **Proof of Notification:** The County Administrator verified that the meeting had been properly noticed. Copies of the agenda were sent by email to all Committee members, WRCO and County department heads, a copy was posted on the Courthouse Bulletin Board and a copy was emailed to The Richland Observer and the Valley Sentinel.
3. **Agenda Approval:** Motion by Brewer, second by Gentes for approval of the Agenda. All Ayes. Motion carried.
4. **Previous Meeting Minutes:** Motion by Luck, second by Brewer for approval of the minutes for the March 25, 2021 meeting of the Finance and Personnel Committee. All Ayes. Motion carried.
5. **Tax Deed Property Sale — Town of Akan #002-1534-2100:** Motion by Brewer, second by Turk to approve the sale of Tax Deed Parcel #002-1534-2100. All Ayes. Motion Carried. Motion by Brewer, second by Luck to sell the parcel to Laeseke for \$1,000. All Ayes. Motion Carried.
6. **Tax Deed Property Sale — Town of Henrietta #014-3440-1009:** Motion by Turk, second by Luck to approve the sale of Tax Deed Parcel #014-3440-1009 for \$750. All Ayes. Motion Carried.
7. **Sheriff's Office – Request Authorization to Purchase and Outfit Two New Squad Vehicles:** Motion by Seep, second by Gentes to approve soliciting bids of up to \$130,000.00 to purchase and equip new sheriff's vehicles. All Ayes. Motion carried. Motion & second rescinded by Seep & Gentes respectively. All Ayes. Motion carried. Motion by Luck, second by Brewer to approve expenses of up to \$130,000.00 to purchase and equip new sheriff's vehicles. Funds are to be transferred from Fund 92 to Car outlay fund. All Ayes. Motion carried.
8. **Email Archiver Update Renewal and Replacement:** Motion by Luck, second by Turk to approve purchase of Barracuda Message Archiver Update Renewal and Instant Replacement for one year at a total cost of \$2,969.40. All Ayes. Motion carried.
9. **Purchasing Comprehensive Management System Software for County Owned Apple Devices:** Motion by Gentes, second by Brewer to approve purchase of JAMF Pro subscription and Jumpstart training at a cost of \$3318.00 from Shi. All Ayes. Motion Carried.

- 10. Amendments to the 2022 Budget Development Process:** Motion by Luck, second by Turk to approve revisions to the 2022 Budget Development Process and Timeline (as presented / with amendments). All Ayes. Motion Carried.
- 11. Capital Improvements and Capital Projects Review:** Looking for possible actions regarding additional information needed from administration to help the committee fully assess the requested projects and prioritize projects for the 2022 budget year and beyond. No motions at this time.
- 12. Approval to open additional banking accounts to receive CDGB funds:** Motion by Seep, second by Brewer to approve the opening of two additional, noninterest bearing, checking accounts to be opened at the Richland County Bank to facilitate the receipt of CDBG Close grant project funds for the Lone Rock and Richland Center Auditorium projects. All Ayes. Motion Carried.
- 13. Treasurer's Reports:** Treasurer Keller presented reports on cash balance, interest on investment, and sales tax. No action required
- 14. Adjournment:** Motion by Turk, second by Luck to adjourn until April 16 at 1pm location TBD & virtually via WebEx. All Ayes, motion carried.

Josh Bell
Richland County — Accounting Supervisor