

FINANCE AND ACCOUNTING COMMITTEE

May 7, 2019

1st Floor Conference Room

7:00 p.m.

Members Present

Jerry Guth
Steve Borowski
Art Carter
Dennis Everson

Members Absent

Kate Maresch

Others Present

Michael Doyle
Sherri Hawkins
Julie Sachs
Chris Narveson
Dick Marti
Terry Snow
Clint Langreck
Andrea Sweeney
Tammy Mulcahy
Ken Erickson
Terre Spallings
David Kieren
Joe Wright

The meeting was called to order by Chair Everson.

Motion by Carter, seconded by Guth to approve the minutes of the April 9 and April 24, 2019, meetings. Motion carried.

The committee received a Long Range County Needs from Maintenance Supervisor Dick Marti, *see Exhibit 1*. No action taken.

The committee heard from Computers Nationwide regarding a Distribution File Search (DFS), *see Exhibit 2*. **Motion by Carter, seconded by Guth to proceed with Phase 1 and 2 at a cost of \$37,242.00 and Phase 3 at a cost of \$18,240.00. Motion carried.**

The committee reviewed the Treasurer's report, *see Exhibit 3*. **Motion by Borowski, seconded by Guth to approve the aforementioned. Motion carried.**

The committee received an update on the county's credit card acceptance program, *see Exhibit 4*. No action taken.

The committee discussed the Munis Program for the Highway department. It was determined that the Munis Program would not provide the necessary information to the State DOT for reimbursement. **Motion by Borowski, seconded by Guth to authorize the Highway department to proceed with using the CHEMS Program. Motion carried.**

The committee discussed outlay projects for Pleasant View Nursing Home, *see Exhibit 5*. **Motion by Carter, seconded by Borowski to approve the aforementioned. Motion carried.**

The committee discussed the replacement of the Finance Director's position, see *Exhibit 6*. **Motion by Carter, seconded by Guth to transfer up to \$50,000.00 to the Finance department budget from the Undesignated General Funds to cover unbudgeted personnel expenses. Motion carried.**

Motion by Guth, seconded by Borowski to recommend to the Personnel and Labor Relations committee to hire the Finance Director's position up to Grade 18, Step 7 with a starting two vacation allotment and two additional weeks of vacation accrual at the first and second year appropriate based on the applicant qualifications. Motion carried.

The committee discussed Resolution 5-2-19 (Grant Application for Human Services Department). **Motion by Carter, seconded by Borowski to approve the Resolution and take it to the May county board meeting. Motion carried.**

Motion by Guth, seconded by Borowski to approve the travel request for the Register of Deeds. Motion carried.

Motion by Borowski, seconded by Guth to pay the bills, see *attached*. Motion carried.

Motion by Borowski, seconded by Carter to adjourn. Motion carried.