

**Minutes of Meeting  
Clark County Finance Committee  
May 24, 2016  
Clark County Courthouse**

The Finance meeting was called to order at 9:00 am.

Finance Members Present: Supervisors Schindler, Waichulis, Rueth and Hendrickson.  
Supervisor Renderman arrived at 10:00 am.

Others present for all or part of the meeting: Terri Domaszek, Jane Schmitz, Clinton Langreck, Christina Jensen, Brian Duell, John Ross, Brandon Heglund, Jake Brunette and Kathy Brugger.

Nominations in order for Chair of Finance Committee. Supervisor Waichulis nominated Supervisor Rueth. Motion by Supervisor Hendrickson seconded by Supervisor Waichulis to close nominations and cast a unanimous ballot for Rueth for Chair. Voice vote, motion carried.

Motion by Supervisor Waichulis seconded by Supervisor Hendrickson to approve the April 20, 2016 minutes as presented. Voice vote, all ayes, motion carried.

John Ross gave an update on the public safety communications project. Motion by Supervisor Hendrickson seconded by Supervisor Waichulis to receive and file the communication tower project report. Voice vote, all ayes, motion carried.

Kathy Brugger presented the Outstanding Real Estate Balances, Reposs Report and State Investment Pool Reports for April, 2016. Motion by Supervisor Hendrickson seconded by Supervisor Waichulis to receive and file the reports. Voice vote, all ayes, motion carried.

Brian Duell informed the committee of an unexpected expenditure in the Planning & Zoning budget. Prior to Brian's tenure in office, there was a county error in issuing permits. Permits were issued with the interpretation that the property was not in the floodplain because a LOMA was submitted and approved by FEMA. His committee recommended the county pay for Tistry Engineering to perform a hydraulic analysis to define the floodway and flood fringe so the county can issue a permit that complies with our ordinance.

Supervisor Renderman arrived at 10:00 am.

Jane Schmitz and Brandon Heglund presented financial statements and building update for the Rehab and Living Center. Motion by Supervisor Hendrickson seconded by Supervisor Renderman to receive and file the Rehab and Living Center monthly report. Voice vote, all ayes, motion carried.

Jake Brunette gave an update on the Administrative Coordinator proposal.

The committee reviewed the contract from Schenck for Uniform Grant Guidance Training. Motion by Supervisor Hendrickson seconded by Supervisor Waichulis to approve the contract. Voice vote, all ayes, motion carried.

The committee reviewed the credit card transactions. Motion by Supervisor Waichulis, seconded by Supervisor Hendrickson to receive and file. Voice vote, all ayes, motion carried.

*Unofficial Minutes until Approved*

The committee reviewed the sales tax collection report for April, 2016. Motion by Supervisor Hendrickson, seconded by Supervisor Renderman to receive and file. Voice vote, all ayes, motion carried.

Terri reviewed 2015 contingent fund balances, 2015 non-lapsing general fund balances and special revenue accounts. The budget instructions were distributed. Committee should bring recommended changes to the next meeting.

Reviewed revenues, expenses and cash balances for April, 2016. Motion by Supervisor Hendrickson seconded by Supervisor Waichulis to receive and file the financial reports. Voice vote, all ayes, motion carried.

The committee reviewed the request for reclassification of Accountant/Payroll and Benefits Coordinator. Motion by Supervisor Renderman seconded by Supervisor Waichulis to approve the reclassification from "H" to "G" and forward to the Personnel Committee. Voice vote, all ayes, motion carried.

The committee reviewed the request for reclassification of the Finance/Payroll Assistant. Motion by Supervisor Hendrickson seconded by Supervisor Schindler to approve the reclassification from "M" to "L" and forward to the Personnel Committee. Voice vote, motion carried. Supervisor Renderman recorded a no vote.

The next meeting is scheduled for June 24, 2016 at 8:30 am.

Motion by Supervisor Waichulis seconded by Supervisor Schindler to adjourn at 12:58 pm. Voice vote, all ayes, motion carried.

Christina M. Jensen  
Clark County Clerk