

FINANCE AND PERSONNEL COMMITTEE

January 22, 2021

The Finance and Personnel Committee met on Friday, January 22, 2021, at 1:00 p.m., virtually.

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

Committee Chair Murphy-Lopez called the meeting to order.

The 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.

Motion by Seep, second by Gentes for approval of the Agenda. Motion carried.

Motion by Brewer, second by Luck for approval of the minutes for the January 5, 2021 meeting of the Finance and Personnel Committee.

Agenda Item #5: Letter of Engagement with Labor Law Attorney – Motion by Brewer, second by Luck to enter into a 2021 agreement for Legal Services with Attorney Jon Anderson, Husch Blackwell LLP. Motion carried.

Agenda Item #6: Letter of Engagement with Auditor – Motion by Turk, second by Gentes to recommend a resolution to the County Board to enter an engagement with Johnson Block for 2020 single audit. Motion carried.

Agenda Item #7: Payment from Fund #75 Regarding Taser Purchase – Motion by Turk, second by Brewer to approve the year 3 payment to Axon (Taser Program). Motion carried.

Agenda Item #8: Amendment to Administrative Manual Regarding Hiring Process and Filling Vacancies – Motion by Luck, second by Seep to 1) recommend an amendment to the Richland County Handbook of Personnel Policies and Work Rules and the Richland County Administrative Manual regarding internal promotions; and 2) remove current redundant language from the Employee Handbook, giving reference to the Administrative Manual. AYES: Melissa Luck, Shaun Murphy-Lopez, David Turk, Marty Brewer. NOES: Marc Couey, Linda Gentes, Don Seep. Motion carried.

Agenda Item #9: Amending 2022 Plan for Budget Process – Motion by Brewer, second by Couey to adopt proposed changes in timeline and initiatives in preparation for the 2022 County Budget. Motion carried.

Agenda Item #10: Amendment to Resolution No. 15-98 General Fund Balance – Motion by Gentes, second by Luck to 1) Amend Resolution No. 15-98 changing “25% of total expenditures” to “25% of total general fund operating expenditures,” 2) Affirming the committee’s commitment to maintaining the minimum balance in the general fund through the 2022 budget process. Motion carried.

Agenda Item #11: Richland County Authorization Table – Motion by Brewer, second by Seep to accept and file the Richland County Authorization Table. Motion carried.

Agenda Item #12: Pay Plan Report – Motion by Murphy-Lopez, second by Gentes to receive and file the County’s Pay Plan Report. Motion carried.

Agenda Item #13: Strategic Goals and Tracking – Motion by Couey, second by Turk to accept report. Motion carried.

Agenda Item #14: Treasurer Stale Checks – Motion by Couey, second by Turk to approve the cancelling of stale checks that have been outstanding for more than one year. Motion carried.

Agenda Item #15: Treasurer Cancelling of Tax Certificates – Motion by Couey, second by Gentes to approve the cancelling of tax certificates that remain unpaid for 11 years. Motion carried.

Agenda Item #16: Treasurer Revenue Reports – Treasurer Keller presented reports on cash balance, interest on investment, and sales tax.

Agenda Item #17: Future Agenda Items – Ideas from committee members included merit-based performance pay raises (Luck)

Motion by Turk, second by Couey to adjourn to Tuesday, February 2nd at 1:00 p.m., virtually. Motion carried.

The meeting adjourned at 2:32 p.m.

Shaun Murphy-Lopez, Finance & Personnel Committee Chair