

November 15, 2021

Members present: Daniels, Schaber, Meade

With a quorum present, Mr. Daniels called the meeting to order at 6:30 PM.

Finance Committee Minutes – 11/01/2021

Schaber made a motion to approve minutes; Meade 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Minutes of 11/01/2021 approved (3-0)

Old Business

New Business

Item 1. ORDINANCE MAKING APPROPRIATIONS IN THE ACCOUNTS LISTED BELOW FOR THE YEAR ENDING DECEMBER 31, 2021. (Auditor)

Interim Auditor Watts reviewed ordinance, that includes refunds/bond line items that need additional appropriations (money received and needs to be paid back out). CDBG grant needs additional money appropriated this year for some engineering. The request for dispatch is because they are short in cash. This is a routine payment that they did not adequately budget in the transfer out line in 2021. This will finish off the year for dispatch payments.

Meade made a motion to recommend to Council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Ordinance Recommended to Council (3-0)

Item 2. Request for Transfer of Funds within Department Appropriations -- \$1,000 from travel to professional services, \$500 from subscriptions/publications to professional services to cover expenses

Law Director Russell said funds are already appropriated, they just need to be transferred within the department for expenses as they close out the year.

Meade made a motion to recommend to Council; Schaber 2nd; Roll Call: Ayes – Daniels, Schaber, Meade; Nays – none.

Transfer of funds approved by committee (3-0)

Other Matters

Mr. Schaber asked about the status of the budget because timeline is getting short. Watts said that they are working on it and hope to have something together by the end of the month. Schaber asked if they should be sitting down with the judge on the court budget.

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Mayor explained that they are currently waiting on the position-based budgeting for each employee/department based on wages and benefits. He is hoping that this will go to first committee in December. Recent events have pushed back preparation by Auditor's office. Watts explained that it is more complex than just a percentage increase, as rates for benefits are negotiated every year. They currently have a payroll clerk.

Mr. Rollins (council elect) asked about types of reports that will be available to them as council members as they move forward on the budget. He specifically asked for a budget sheet and other reports that verify the city's financial position. Watts said yes. They can provide whatever they want.

Mr. Rollins asked about monthly and quarterly reconciliation – is it being? Watts said that it is not being done. Rollins asked if this will create a problem for the audit next year? Watts indicated that it would for a while. They have a recommendation from the state auditor's office to have a consultation to determine whether they should go to a full accrual or a cash basis for the accounting system. The request has been made to council but was not approved last week. They are at a standstill. Watts said that they are tracking the income and expenses, but they have not done any reconciliation (to the state standard) in 2021. He asked if Watts was aware of any documents, or anything being shredded that should not have been. Watts said that he was not aware.

Adjourn

With no other business, Daniels adjourned the meeting at 6:43 PM.

Chairman Daniels

Clerk of Council