

RUSK COUNTY FINANCE COMMITTEE MINUTES

March 20, 2023

Finance Committee Present: Tatur, Hauser, P. Unterschuetz and Rath sack.

Others Present: J. Buchholz-Jones, A. Heath, T. Loomis, J. Wiles and J. Wilk.

CALL TO ORDER

Meeting called to order by Chair Tatur at 1:00 p.m.

PUBLIC COMMENT – Erin Webster commented on ARPA Funds.

APPROVAL OF MINUTES

Motion by Hauser, seconded by Rath sack to approve the February 16, 2023 minutes. Motion carried.

DISCUSSION AND POSSIBLE MOTION

Out of State Travel – HHS – Environmental Specialist-National Health Association-New Orleans

Jeremy Jacobs (HHS Director) will bring to next months meeting.

Purchase of Sheriff's Department Dash and Body Cameras

Sheriff Jeff Wallace asked for approval of 1 dash camera and 2 body cameras.

Motion by P. Unterschuetz, seconded by Hauser to approve the purchase of the Sheriff's Department Dash and Body Cameras for \$11,400.00 for 1 dash and 2 body cams paid through the Sheriffs law enforcement Grant. Motion carried

Contract with Municipal Services Bureau (MSB) for Credit Card Processing

Discussion held on contracts with Municipal Service Bureau (MSB) presented by Jaimie Wilk, Finance Director.

Motion by Hauser, seconded by Rath sack to cancel the contract with Municipal Services Bureau (MSB). Motion carried.

Funding for Fairgrounds Capital Projects

Discussion held on updates for Capital Projects on the Fairgrounds.

Motion by Rath sack, seconded by Hauser to postpone any decisions on Fairground Capital Projects. Motion carried.

RCTC Request for Additional Funds for Bus Purchase - No action was taken.

Updates to Purchasing Policies in Financial Procedures Manual

Discussion held about changing the chapter 9 purchasing policies in the Financial Procedures Manual.

Motion by Hauser, seconded by P. Unterschuetz to forward the updated Purchasing Policies in Financial Procedures Manual from \$1,000.00 to \$1,500.00 and add the words with the exception of obsolete or damaged beyond repair electronics as determined by the IT Department. Also add or approved by the property committee and forward to County Board. Motion carried.

Opioid Settlement Resolution

Discussion held about Opioid Settlement Resolution.

Motion by Rath sack, seconded by Hauser to forward the Opioid Settlement Resolution to county board. Motion carried.

Agreement with LifeQuest for Collection Services - No update.

Local Assistance and Tribal Consistency Funds (LATCF)

Discussion held about getting \$50,000 last year from LATCF and this year the county will receive another \$50,000. No money has been spent and it will be the last year they receive anymore money.

Additional ARPA Requests to Forward to County Board (Resolution)

Consensus of the committee to postpone till next meeting.

Approve Invoices

Discussed the invoices presented.

Motion by P. Unterschuetz seconded by Rathbuck to approve the March AP Report as presented. Motion carried.

Out of County Travel – Conference for the Finance Director April 19-21, 2023.

Motion by Rathbuck, seconded by P. Unterschuetz to approve Out of County Travel for the Finance Director for April 19-21, 2023. Motion carried.

REPORTS

Treasurer's report (which includes report on Bank Balances and Tax Deed Process) – No Update

Administrative Coordinator report

Ashley gave an update on Wage Study, Joint Management Items, AD HOC Committee Building Updates and Hospital and the Nursing Home Building Transition.

Clerk's report (which includes updates on Dog/Marriage Licenses and Elections)

Jill Buchholz-Jones, Chief Deputy Clerk gave a report on Dog/Marriage Licenses and April Election.

Finance Director's report – No Update

Reschedule April Finance Committee Meeting

Tuesday April 18th at 8:30 a.m. in the 1st floor small conference room.

ADJOURN

Chair adjourn at 2:27 p.m. Motion carried.