

June 02, 2023

NOTICE OF FINANCE COMMITTEE MEETING

The Finance Committee will meet at 4:30 PM on Tuesday, June 6, 2023, in Courtroom B of the Shelby County Courthouse.

Agenda

1. Call to Order **Mark called the meeting to order at 4:43 pm. Those present: Clay Hardy, Don Tate, Mark Bennett, Tad Mayhall and Martha Firnhaber. Absent: Sonny Ross and Teresa Boehm.**
2. Public Body Comment **no public body present.**
3. **When the full Committee is present!** Discussion and vote to approve finance committee procedures of review for claims (invoices) submitted for payment by County Departments from General Fund and Special Fund accounts not reviewed by the Road/Bridge committee.
4. Review claims (invoices) submitted for payment by County Departments from General Fund and Special Fund accounts not reviewed by the Road/Bridge committee.
5. Discussion and vote to make recommendation to County Board for approval to pay claims reviewed by the committee.
6. Adjournment **Don made motion to adjourn at 6:10 pm. Clay seconded. Pass unanimously.**

Claims to be adjusted:

Circuit Clerk – 1. Coast to Coast – math error. 2 invoices at 129.99 each totals \$259.98 rather than \$399.98.

2. Bill to De Lage Laden Financial Services – committee agreed to not pay late fee of \$6.20 and approved paying amount without late fee. Requesting the Circuit Clerk please contact the vendor to explain our bill approval/pay process and if necessary amend the billing cycle to avoid the monthly late fee.

Treasurer – two Mytec bills each charged \$22.42 for the SA part of monthly bill. Taking \$22.42 off of both bills. Bill for computer tax service goes to \$298.80 and bill for monthly service goes to \$244.90. SA said continue to charge his department.

Probation – 1. Claim for office supplies vendor Office Essentials invoice for \$137.05 and claim sheet showed \$137.02. Adjusted claim sheet to read \$137.05.

2. Claim for Electronic Monitoring totals \$115, however, the claim coversheet shows \$113. Amended the claim coversheet to match the bill at \$115.

Zoning Administrator – 1. Amended the amount to be paid to Mytec for the yearly Office365 subscription to \$99.60 – removed the \$7.47 for the additional monthly fee that is being covered by the SA office.

Public Defender – 1. Mytec monthly service bill removed the extra charge of \$7.47 for a total approved bill of \$79.21. The \$7.47 to be charged to SA office.

Rescue Squad – 1. Pulled the Leach Wilson bill for \$450.40 due to lack of the repair invoice. If we can obtain repair invoice prior to full board meeting on June 8th can take to full board for approval.

Taxes for farm ground were pulled and will be submitted to the State’s Attorney for legal opinion on paying. If opinion comes prior to the June 8th full board meeting then may be presented to full board for approval.

Don made motion to approve claims other than farm taxes and Leach Wilson as adjusted. Mark seconded. All aye no nay – passed unanimously.

Mark made motion to approve minutes as read. Don seconded. All in favor – aye – no nays. Passed unanimously.