

February 2, 2024

Discus

NOTICE OF FINANCE COMMITTEE MEETING

The Finance Committee will meet at 4:30 PM on Tuesday, February 6, 2024, in Courtroom B of the Shelby County Courthouse.

Agenda

1. Call to Order - Present: Clay Hardy, Tad Mayhall, Martha Firnhaber, Don Tate (chaired the meeting), Teresa Boehm, Sonny Ross
Absent: Mark Bennett
Don called the meeting to order at 4:34 pm.
2. Approval of minutes – January – Don Tate made motion to accept minutes, Clay seconded. No discussion. Passed unanimously.
3. Public Body Comment - none
4. Review and discussion committee policy, if needed. - skipped
5. Deborah Dunaway / Supervisor of Assessments –
* Discuss the billing of Shelby County Townships, where Township Assessor is vacant, and work was completed for tax year 2023 (payable 2024)
Discussion regarding how best to determine what to charge.
Need to bill for 2023 year. Need to have a plan for how to charge to recoup costs to have consistency in charging moving forward.
Have in house hours and field hours.
Is there a statute that dictates WHO determines if the entire township/county assessments are going to be done all at once every 4th year or do 25% of the parcels every year.
For 2023 the best answer may be to charge the townships based on what the township would have paid the assessor/data collector had they had one and then come up with a plan for moving forward.
Debbie will put together the list of charge per township and get to Jeremy Williams for review and approval by Legislative to send to full board.
2024 moving forward determine an hourly charge and track hours per township plus the mileage to charge back.
6. Discussion and vote to make recommendation to County Board for approval: For which the County Board would submit a bill to the Township Board of Trustees for reasonable cost incurred by the Supervisor of Assessment to complete Township Assessors duty and be approved by the Finance Committee for claims.

The issue discussed in #5 will go to the Legislative Committee so no action on item #6.

7. Review claims (invoices) submitted for payment by County Departments from General Fund, Special Fund accounts not reviewed by the Road/Bridge committee and Animal Control Fund not reviewed by their committee.
 - Consolidated Phone Bill – amending from \$4,171.74 to \$4,411.50 for addition State’s Attorney office Consolidated Phone Bill in the amount of \$239.76. We had the SA phone bill but it was not included in the total.
 - Discussed with Sheriff McReynolds a missing Ace Hardware receipt for \$21.99 and the coversheet requesting payment for \$320.41. Ace Invoice was \$342.40. Sheriff McReynolds advised to pay the \$320.41 as shown on the coversheet and he initialled.
 - Shared the RD McMillen bill and the \$15 “Min.Order Fee” with Sheriff McRyenolds as an FYI.
 - Public Defenders office had some sales tax charged and the approved amount for pay was reduced by the sales tax amount.
 - A typo on a Probation bill – Tad contacted Heather and it was corrected.
 - State’s Attorney – bill for Lakeview had sales tax – reduced the payment by the sales tax amount.
8. Discussion and vote to make recommendation to County Board for approval to pay claims reviewed by the Finance Committee.
Tad moved to pay all bills as amended per above. Sonny seconded. Passed unanimously.
9. Adjournment Don moved at 6:24 pm, Clay seconded. Passed unanimously – meeting adjourned.

By Committee Chairman,
Mark Bennett