



FINANCE COMMITTEE MINUTES

Thursday, June 30, 2022, 9:00 A.M.

Willowbank Office Building
420 Holmes Street, Room 146
Bellefonte, PA 16823

I. CALL TO ORDER

Chair of the Committee, Commissioner Mark Higgins called the Finance Committee meeting to order at 9:00 AM on Thursday, June 30, 2022.

In attendance were Commissioner Mark Higgins (via Zoom), Commissioner Michael Pipe, Commissioner Steve Dershem, Administrator John Franek, Jr., Controller Jason Moser, Deputy Controller Terri Fisher, and Contract/Procurement Analyst Lisa Kerns.

County personnel present included Natalie Corman and Travis Walker.

II. PUBLIC COMMENT

There were no comments received from the public.

III. ADDITIONS TO THE AGENDA

There were no additions made to the agenda.

IV. MEETING MINUTES

The Committee will consider approving the minutes from the Finance Committee meeting held on Thursday, May 26, 2022.

Action: *On a motion by Controller Moser, seconded by Commissioner Dershem, the Committee voted unanimously to approve the minutes of Thursday, May 26, 2022.*

V. OLD BUSINESS

A. ERP system update

Controller Moser reported that Plante Moran is in the process of interview meetings to seek input from over 40 employees and department heads. He noted that we are moving quickly through the process and are on track with the plan.

B. Proposed County borrowing update (Centre Crest Bond Issuance)

John Franek reported that the bond issuance was closed out and the final version of the official statement was received. He said Joni MacIntyre is working on an informational presentation for the Board of Commissioners regarding the repayment schedule and structure. They are also looking into potential options for short term financing of those funds.

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VI. NEW BUSINESS

A. Financial reports for May

John Franek presented the May expenditures, revenue, and overtime reports on behalf of Joni MacIntyre. Commissioner Higgins added that we are currently at roughly 42% of the year, with General Fund expenditures at 36% and Other Fund expenditures at 33%. John mentioned that there was no relative gain or fall compared to the previous month, and that there is good revenue coming in at this time of the year due to tax inflow. In overtime, Commissioner Higgins noted that the Sheriff's office was a little bit over budget. Commissioner Dershem added that with the CCCF recruits, the CCCF overtime is expected to ease during the second half of the year.

B. 2021 Audit

Controller Moser reported that the finalized 2021 Annual Comprehensive Financial Report is expected today. Highlights include a net position increase by \$4.4 million and about \$12.7 million unrestricted funds as part of the net position at the end of 2021. Baker Tilley will present the audit at the July Finance Committee meeting.

C. Auditor RFP

Controller Moser said that the 2021 audit is the last year of the four-year contract with Baker Tilley for auditing services. He suggested that a request for proposal (RFP) be put out for the next four or five years based on best auditing practices. On a motion from Controller Moser, seconded by Commissioner Pipe, the Committee voted unanimously to recommend to the Board of Commissioners that an RFP be released for auditing services for the years 2022 through 2026.

VII. DISCUSSION ITEMS

There were no discussion items.

VIII. ANNOUNCEMENTS

The next Finance Committee meeting is scheduled for Thursday, July 28, 2022, at 9:00 AM in Room 146 of the Willowbank Office Building.

IX. ADJOURNMENT

On a motion by Controller Moser, seconded by Commissioner Dershem, the Committee voted unanimously to adjourn the meeting at 9:15.

ATTEST

John Franek, Jr.
Administrator