

Auditor/Treasurer Update & Finance Committee Meeting

December 16, 2020

10:38 a.m.

Present: Commissioner Fund

Present via Zoom: Commissioner Stamper, Grace Jimenez, Rodney Reynolds, Katie Conradi, Suzette, Smith, Larry Grove, Arny Davis,

Arny Davis asked for discussion to approve and adopt a Lewis County debt policy. This policy has been provided to the finance committee by Kutock Rock. It is Arny's recommendation that Lewis County adopt this new debt policy. Larry asked to send this to the BOCC to approve with a resolution. This will allow for easy search of documentation.

Rodney said there have been movements in banking options to Columbia Bank for higher return options. Investments are still showing solid returns. The cash and investment combined year to date for total revenue for Lewis County is up 7.1 % from 2019. Sales tax numbers are delayed and just over 96% funds collected by Lewis County have been collected from the Treasurer's Office.

Suzette said that the general fund is at 91.67% of the year. Some funds are skewed due to COVID-19 Funds. There will be a budget amendment soon to be presented to the BOCC to take care of any operating transfer concerns. She said there was nothing outstanding to report for the general fund. There will be a budget amendment for the Law Library.

Financial services update for the SAO Audit is finishing up all outstanding items. This needs to be filed December 31, 2020. The exit interview is scheduled December 21, 2020. The MUNIS Finance system has been a huge help so documents can be scanned and sent securely.

Suzette said there was a recently hired full time AP specialist and that person will start January 2021. This will enable the office to manage workloads efficiently and timely as well as allowing for vacations or time off to be scheduled. MUNIS has shifted how we do business and this will allow the Office to shift priorities.

Suzette thanked both Commissioner Fund and Commissioner Jackson for all they have done and will continue to do for Lewis County. Arny asked about the MUNIS System update, Tyler implementation process communication with MUNIS. He says that checks and balances are done independently and would benefit from monthly reconciliation if the system would function together. Suzette said that some AP entries are reconciled differently because the old processes and procedures are not necessarily compatible with the procedures from the newer system.

Larry Grove has started the February 2021 elections. 27,000 voters and all drop boxes except Mineral and Mossyrock will be open. This will be the first time having a local level ballot pamphlet. This is new legislation and is required by RCW. There is reimbursement from the state on even years. The biggest challenges has been committees for or against the issue on the ballot to write statements.

Adjourned 11:20 a.m.