

**Ways and Means Committee Meeting  
Greg Menold, CHAIRMAN  
Andrew Rand, and Chuck Nagel**

**Thursday, July 22 , 2021**

**5:00 PM- NEW TIME**

**VIRTUAL/ IN PERSON MEETING**

**AGENDA**

**Please join my meeting from your computer, tablet or smartphone.**

**<https://global.gotomeeting.com/join/291023189>**

**You can also dial in using your phone.**

**United States: +1 (408) 650-3123**

**Access Code: 291-023-189**

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes of June 24, 2021
5. Recommendation to Commission the approval of June Financial Statements and Billings (Resolution 22-02)
6. Recommendation to Commission the approval of Morton Community Bank signatories (Resolution 21-01)
7. Other
8. Adjournment

**Ways and Means Committee Meeting  
White, CHAIRMAN  
Logan, and Proehl**

**Thursday, June 24, 2021**

**5:00 PM- NEW TIME**

**VIRTUAL/ IN PERSON MEETING**

**MINUTES**

1. Call to Order  
Chairman Don White called the meeting to order at 5:00 p.m.
2. Roll Call  
Present: Don White, Barry Logan, and Nancy Proehl. Staff: Eric Miller, Debbie Ulrich, and Ray Lees
3. Public Input-none
4. Approval of Minutes of May 27, 2021  
Barry Logan moved to approve Minutes of May 27, 2021, and Don White seconded.  
Motion carried.
5. Recommendation to Commission the approval of May Financial Statements and Billings (Resolution 21-39)  
Barry Logan moved to recommend to Commission the approval of May Financial Statements and Billings (Resolution 21-39) and Don White seconded.  
Eric Miller reported on the following:
  - End of month cash was \$663.2k. Net cash increase from last month was \$79,417. The cash flow statement reconciles the changes in cash to the results of operations.
  - Accounts Receivable at end of month \$411.7k and is composed of \$326.9k in federal funds, \$55k in state funds, and \$29k in local funds.
  - Accounts Payable at end of month was \$5kk. \$50k is direct pass-thru money for contract services and consultants included in AR. The other \$1k was regular monthly bills.
  - Total Billings for May were \$137.4k less direct pass-throughs of \$73k= operating revenue of \$64.3k for 20 working days.

- Total Expenses for May were \$149.7k less direct pass0throughs of \$73k = operating expenses of \$76k.
- May results in a deficit of \$12k.  
Motion carried.

Eric Miller mentioned that we are in full transition to Libby Benker. She received advice from her supervisor to not do presentation at our meetings. Eric said he would contact her supervisor about attending meetings to give report.

Barry Logan asked if having Gorenz is cost savings compared to a parttime employee?

Eric Miller also reported we have 2 interviews this coming week.

Nancy Proehl asked if we have an amount to offer if we find someone and Eric Miller said we have an amount between \$26 and \$37 per hour.

Barry Logan said he is not happy of her not giving presentation.

Barry Logan asked why are there late fees on credit cards? Eric Miller replied not received bills in timely manner.

6. Recommendation to review and forward onto Commission for approval FY22 budget (Resolution 21-45)

Nancy Proehl moved to review and forward onto Commission for approval FY22 budget (Resolution 21-45), and Barry Logan seconded.

Eric Miller said that Executive Board reviewed, and we made some changes  
Motion carried.

7. Other

8. Adjournment  
Adjourned at 5:21 p.m.

Submitted by:  
Eric Miller, Executive Director

Transcribed by:  
Debbie Ulrich, Offive Manager

**RESOLUTION 22-02**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO APPROVE THE FINANCIAL REPORTS AND BILLINGS FOR JUNE**

**WHEREAS**, the Tri-County Regional Planning Commission is required to establish and maintain proper accounting procedures and cash management records in accordance with Generally Accepted Accounting Principles (GAAP) as applied to governmental agencies, and

**WHEREAS**, on a monthly basis, the staff accountant prepares end-of-month financial reports and a listing of cash disbursements, and

**WHEREAS**, the Ways & Means Committee has reviewed the end-of-month financial statements and cash disbursements report for June 2021, and recommends that the Commission approve said reports.

**THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

That the financial reports and cash disbursements for June 2021 are approved.

Presented this 22nd day of July 2022

Adopted this 22<sup>nd</sup> day of July 2022

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Mike Hinrichsen, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric W. Miller  
Executive Director  
Tri-County Regional Planning Commission

**RESOLUTION 22-01**

**A RESOLUTION OF THE TRI-COUNTY REGIONAL PLANNING COMMISSION TO AUTHORIZE FOUR PERSONS TO SIGN CHECKS ON BEHALF OF THE COMMISSION**

**WHEREAS**, the Tri-County Regional Planning Commission, hereafter referred to as the Commission, has checking accounts at Morton Community Bank, and

**WHEREAS**, it is Commission policy that every check written by the Commission have two signatories, and

**WHEREAS**, the Commission desires that four persons be authorized to sign checks written on behalf of the Commission, so that two persons are available at any one time to sign checks, and

**THEREFORE BE IT RESOLVED BY THE COMMISSION AS FOLLOWS:**

The following persons are authorized to sign checks from all Commission accounts (Operating, Sweep, Retirement, MPO, and Flex) on behalf of the Commission:

- Greg Menold, Chairman of the Ways & Means Committee
- Ray Lees, Planning Program Manager
- Michael Hinrichsen, Chairman
- Eric Miller, Executive Director

Presented this 22nd day of July 2021

Adopted this 22nd day of July 2021

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Michael Hinrichsen, Chairman  
Tri-County Regional Planning Commission

**ATTEST:**

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Eric Miller, Executive Director  
Tri-County Regional Planning Commission