

POLICIES & PROCEDURES COMMITTEE



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MEMBERS

Dawn Bales, Nancy Jenkins-Arno, James Goetz

Minutes: Monday, August 30, 2021 – 2:00 p.m.

Present: Commissioners Bales, Jenkins-Arno, and Goetz

Also Present: Martin Marshall and Kim Murphy,

I. Approval of Minutes

Motion by Goetz, seconded by Jenkins-Arno, to approve the minutes of the July 12, 2021 meeting. Motion carried.

II. Policy Review

- A. Accounts Payable Policy:** Policy reviewed annually by the Accounts Payable Committee to ensure public funds are expended appropriately.
- B. Automated Clearing House (ACH) Policy:** Established in 2003 to allow for ACH transactions.
- C. Bidding Policy:** Originally adopted in 2000, last amendment in 2017. The policy outlines the procedures expected for purchased over \$20,000; which may be waived if determined to be in the best interest of the County.
- D. Bond and Annexations Policy:** The policy adopted in 1999 outlines procedures taken by the Board of Commissioners to provided full faith and credit requests, as well as, annexation requests received from municipalities.

III. New/Old Business: There was no new or old business to discuss.

IV. Ready For Recommendation: There was nothing for further recommendation at this time.

V. Other Business: The next meeting will be October 4, 2021.

VI. Public Comment: There was no public comment.

VII. Adjournment

Motion by Goetz, seconded by Jenkins-Arno, to adjourn the meeting at 2:20 p.m. Motion carried.