

**Hancock County Board of Commissioners & County Council  
Meet for a Special Meeting on December 7, 2021**

Commissioners and Council met for a special session. Those present were Board of Commissioners; President, Commissioner John Jessup, Vice President, Commissioner Marc Huber and Commissioner Bill Spalding. Councilmember President William Bolander, Councilmember Jim Shelby, Councilmember Vice President Jeannine Gray, Councilmember Mary Noe, Councilmember Robin Lowder and Councilmember Keely Butrum, Auditor Debra Carnes, Financial Administrator Mary Bowmer and County Attorney Scott Benkie were present. Councilmember Robin Lowder arrived at 11:00 AM. Councilmember Kent Fisk was not present.

Commissioners were in session at 8:00 AM for a regularly scheduled meeting. Councilmember Bolander called to order the December 7, 2021 County Council meeting at 10:37 AM.

**Discussion**

- Financial Consultant Guerrettaz presented information to Board of Commissioners and County Council regarding the State and Local Fiscal Recovery Plans. He said we are looking at January 31, 2022 for the first annual filing. Steps were discussed to protect the Auditor.
- Discussed APRA steps; 1) File application, complete ordinance, and setting up your fund assumed to be completed. 2) Set up your “ARPA Team”. 3) Hold public meeting regarding proposed projects. 4) Establish your Recovery Plan. 5) Determine if any sub recipients will be involved. Contact us for internal controls that are important to the subrecipient. 6) Establish additional internal controls depending on projects selected. 7) File your interim and annual compliance reports.
- Discussed uses of funds, promoting equitable outcomes, community engagement, labor practices, use of evidence,
- Discussed ARPA Team needs; County Auditor, County Commissioners, County Council, County Residents, Department Heads, local, legal and specialized counsel, municipal advisor/CPA and public interaction. Discussed table of expenses by expenditure category.

***Councilmember Robin Lowder arrived at 11:00 AM.***

- Commissioners and Council discussed 40% for Infrastructure, 40% for Mental Health Services and 20% for Not for Profits.
- Financial Consultant Guerrettaz discussed sustainability with Commissioners and Council. He suggested that meeting once a month in 2022 and asking for public comment at each meeting will build the record that we are taking input.
- Councilmember Butrum asked for any public comment. A Greenfield resident asked about a water treatment plant in Charlottesville. Commissioners said that is what the water studies are for that were just discussed.

**Highway Engineer’s Salary**

- Commissioners and County Council discussed the Highway Engineer’s salary.
- Commissioner Huber made a motion to approve a salary increase for the Highway Engineer position not to exceed \$135,000 per year. Commissioner Spalding seconded the motion.  
**Motion carried 3-0.**
- Councilmember Lowder suggested the IT Director’s salary be reviewed.

**Adjourned 11:45 AM**

Councilmember Butrum made a motion to adjourn. Councilmember Noe seconded. **Motion carried 6-0.**

**Hancock County Council Members:**

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William Bolander

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Mary Noe

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James Shelby

\_\_\_\_\_  
Robin Lowder

\_\_\_\_\_  
Not Present

\_\_\_\_\_  
Kent Fisk

\_\_\_\_\_  
Keely Butrum

\_\_\_\_\_  
Jeannine Gray

Attest: \_\_\_\_\_  
Debra Carnes, Hancock County Auditor

**Hancock County Commissioners adjourned at 11:46 PM.**

**Hancock County Commissioners**

\_\_\_\_\_  
Commissioner John Jessup, President

\_\_\_\_\_  
Commissioner Marc Huber, Vice-President

\_\_\_\_\_  
Commissioner Bill Spalding

Attest: \_\_\_\_\_  
Debra Carnes, Hancock County Auditor