

COMMITTEE ON INSURANCE/AUDIT AND CLAIMS
TUESDAY, JANUARY 12, 2021
5:00 p.m.

COMMITTEE MEMBERS PRESENT: Ceri Otero, David Armstrong, and Craig Diggs. Seth Thompson was absent.

OTHER COUNCIL MEMBERS: Mayor Dan Rife.

OTHERS PRESENT: City Administrator Tom Short, City Clerk Traci Cox, Deputy City Clerk Michael Miller, Police Chief Greg Dagnan, and Abi Almandinger.

Chair Ceri Otero called the meeting to order at 5:00 P.M.

OLD BUSINESS:

Approval of minutes from previous meeting: On a motion by Mr. Armstrong, the minutes of the December 22, 2020 meeting were approved 3-0.

Review and approval of the Claims Report: The Committee discussed items regarding the Claims Report. Mr. Diggs moved to approve the claims. Motion carried 3-0.

NEW BUSINESS:

1. **Staff Reports:** Michael Miller reported on availability of possible FFCRA payroll tax credits and gave an update on activities of the Wellness Committee. Mr. Short reported the CARES Act reimbursement requests have been approved by the auditor and payment is pending, Covid antibody testing is reported covered by the employee's health insurance at 100%, and changes to the Police & Fire Pension Fund investment allocation.
2. **Member Reports:** Mr. Armstrong questioned the status of the job description for the new Deputy City Clerk/AR Clerk. The updated job description will be brought to the January 26 meeting. Mr. Armstrong then questioned the status of the audit presentation and which committee it should be handled by. Mr. Short reported the audit will be presented at the January 26 meeting of the Insurance, Audit and Claims Committee.

ADJOURNMENT: Mr. Diggs made a motion to adjourn at 5:28 PM Motion carried 3-0.

Traci Cox