

# City of Chester Finance Committee Meeting

## MINUTES

JUNE 21, 2017

4:00PM

COUNCIL CHAMBERS

MEETING CALLED TO ORDER BY	Councilwoman Angela Douglas
TYPE OF MEETING	Finance Committee Meeting
CHAIRPERSON	Councilwoman Linda Tinker
NOTE TAKER	Carla Roof
ATTENDEES	Councilwoman Angela Douglas, Councilwoman Betty Bagley, Carla Roof, Kelly Wascher (Interim Finance Director)
ABSENT	Chairperson Linda Tinker

### DISCUSSION

Financial update.

Members informed Kelly Wascher that she needed to provide answers to items previously requested. The auditors need information by June 30, 2017.

Ms. Wascher stated that she is on target for June 30, 2017 and explained the reason for delays in being able to close out the General Fund for 2015-2016 is due to some issues left by previous Finance Directors. There are entries in the computer system with no documentation for clarity. She has completed the other accounts. The committee asked when the current year finances would be completed. Ms. Wascher advised that she is unable to give a definite time as she is totally focused on the 2015-2016 audit in order to keep the State funds from being cut.

### ACTION TAKEN

No action taken

### DISCUSSION

Summer Feeding Program

The committee asked if there is a Special Revenue Fund line or is there a separate account for the Summer Feeding Program.

Ms. Wascher reported that there is not a separate checking account but there is a designated line (800) in the General Fund to distinguish revenue and expenditures having to do with the Summer Feeding Program. She stated that she does not know what funds are available, what has been spent and what is left, etc.

The committee asked about a \$68,000 payment to the SFP. They need to know where it was posted, where it went or where it is.

The State and Mrs. Peggy Johnson need a balance for the account.

The committee advised that they need revenue and expenditure reports for a monthly review.

### ACTION TAKEN

Ms. Wascher is to re-track the Summer Feeding Program history for 2014,2015,2016.

DISCUSSION	Sewer Escrow Account
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The committee discussed withdrawals from the Sewer Escrow Account. They advised that the funds could only be used for the sewer.

ACTION TAKEN	Ms. Wascher is to find out when the money was moved and where it went.
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DISCUSSION	The committee made a list of priorities to be addressed by Ms. Wascher
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1. Audit
2. 1141 Sewer Account details
3. Summer Feeding Program

THE MOTION TO ADJOURN WAS MADE BY COUNCILWOMAN ANGÉLA DOUGLAS AT 4:56PM WITH A SECOND BY COUNCILWOMAN BETTY BAGLEY.		
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