

FINANCE AND PROCUREMENT COMMITTEE
SPECIAL MEETING - THURSDAY, MAY 1, 2008

A special meeting was held in the Stephenson County Board Room on the above date with Mr. Graham, the Chairman, presiding. The meeting was recalled to order at 6:35 p.m. Committee members present were Mr. Graham, Mr. Senn, Ms. S. Hooper, Ms. Kubatzke, Mr. Mikkelsen and Mr. Kuhlmeier. Absent was Ms. V. Hooper. County Board Chairman Blum was not present.

Mr. Graham explained that an Executive Session was necessary to discuss a litigious matter. On a motion by Mr. Mikkelsen, seconded by Ms. Kubatzke, the Committee went into Executive Session, on a roll call vote, for Legal Matters. (Aye: Mr. Senn, Ms. S. Hooper, Ms. Kubatzke, Mr. Mikkelsen, Mr. Kuhlmeier, Mr. Graham; Nay: None.) On a motion by Mr. Mikkelsen, seconded by Mr. Senn, the Committee came out of Executive Session. Mr. Graham announced that Legal Matters were discussed, but no action was taken.

The Committee reviewed the assigned pages from the County Code Book.

In Section 1-2, it was noted that the wording of the "Rules of Construction and Definitions" was awkward. The methods for "Computation of Time" were discussed. The term "tenant" was discussed as used in the "Owner" paragraph and the "Tenant or Occupant" paragraph.

There was a discussion of Section 1-13, "Court Supervision". The question was raised whether this Section should be in the County Code Book. In paragraph (d) of the Section, the word "Revised" should be replaced with "Compiled".

There was a discussion of Article II, "Code Hearing Unit for Administrative Adjudication of County Code Violations". The question was raised whether this Article needs be in the County Code Book.

In Article IV, "Financial Affairs", Section 2-42, "Fiscal Year", on the third line, the word "each" should be replaced with "following". There was a discussion of the personal automobile insurance coverage required of employees prior to using their personal vehicles for County business and seeking mileage reimbursement. In Section 2-43, "Defense of, Indemnification by County" paragraph (e) (2), line 4, the word "working" should be replaced with "calendar". In paragraph (e) (4), eliminate the comma and the words "except at his or her own expense, voluntarily" after the word "not". It was noted that the wording of paragraph (e) (5) was awkward.

In Section 2-44, "Claims against the County", paragraph (b) both "4:00 p.m.'s" should be replaced by "4:30 p.m." On the third line, the word "clerk" should be replaced with the word "treasurer".

Section 2-49, "Pay Grade Level Change" should be removed because the County no longer has a formal pay grade system.

The question was raised whether Section 2-52, "Use of Credit Card by County Departments; Exceptions," should be included in the County Code Book as an ordinance or is it better to maintain it as a policy.

The County Administrator noted that this Committee is responsible for Chapter 5½ "Community Antenna Television Systems". Since the County's authority for cable televisions is granted by the Federal government, he suggested that this Chapter be left for the code book professionals to review.

Article IV, "Retailers' Occupation Tax", and Article V, "Service Occupation Tax", of Chapter 17 were reviewed without change.

On a motion by Mr. Mikkelsen, seconded by Ms. S. Hooper, the Committee adjourned, at 8:40 p.m.

Approved: May 12, 2008

Next Stated Meeting of the Committee:
Monday, May 12, 2008 6:30 p.m.
Stephenson County Board Room