

FINANCE AND PROCUREMENT COMMITTEE STATED MEETING - MONDAY, JUNE 9, 2008

The stated meeting for the month of June was held in the Stephenson County Board Room on the above date with Mr. Graham, the Chairman, presiding. The meeting was called to order at 6:30 p.m. Committee members present were Mr. Graham, Mr. Senn, Ms. S. Hooper, Ms. V. Hooper, Ms. Kubatzke, Mr. Mikkelsen and Mr. Kuhlmeier. County Board Chairman Blum was also present. Another County Board member present was Mr. Détente.

Minutes of the stated meeting of Monday, May 12, 2008 were approved, without reading, on a motion by Mr. Mikkelsen, seconded by Mr. Senn.

COMMUNICATIONS:

The County has received a letter from the University of Illinois Extension Service indicating that they are requesting a levy of \$170,000, for their 2009 budget year.

OLD BUSINESS:

Mr. Graham reported on his meeting with Mr. Kane and Tom Rutter, from the Aero Group, regarding the IP based telephone system proposal, accepted last month. Mr. Graham said that he is looking for more information on service for the Jail. The system would cost \$98,814, which State Bank has agreed to finance for 4.375% over five years. There was a discussion on needing to get the Jail on the new system. The proposal, distributed last month, was reviewed again. Mr. Graham questioned the validity of the savings claimed in the presentation. The Jail may be on the new system by September. It was not clear how many T-1's the Sheriff has going into the Jail, from the Courthouse. Mr. Snavelly said that there was one physical line coming into the Jail; Mr. Kane said that the Jail is being invoiced for two lines, at two different rates. Mr. Graham said that he plans to meet again tomorrow, with Mr. Kane and Mr. Rutter. Copies of the proposed contract with Aero will be distributed at the County Board meeting.

Ms. Kubatzke reported that she has one-half of the money needed for a large memorial stone at the old "poor farm" cemetery. Most of the old headstones are unreadable. The cemetery records were destroyed in a fire. The new memorial stone would not have individual names. Mr. Snavelly asked when he could remove the old headstones. It was suggested that the public be notified of the County's plans for the old cemetery.

NEW BUSINESS:

Mr. McLeRoy said that the May UCCI legislative meeting was cancelled. He explained that different versions of SB 2275 had passed both houses. SB 2275 would increase the age of a juvenile to 18. The cost of a Constitutional Convention has been estimated at \$80 million. The General Assembly continues to debate whether to call for a Constitutional Convention.

Mr. McLeRoy said that UCCI would rent the facility and provide the food for the regional seminar. The UCCI Annual Golf Outing is scheduled for July 28th and 29th at Eagle Ridge. The topics for the seminars on July 29th have yet to be determined. UCCI will reimburse the County \$115 per room per night for those who stay for the seminar.

Maryna Misiewicz, Superintendent of the Veterans Assistance Commission, distributed the Commission's financial report. She reviewed the revenue and expenses for the current year and the 2009 proposed budget. The VAC schedules the van service to the Veterans Administration Hospital in Madison, Wisconsin. She explained the various services that the VAC performs.

Mr. Snavely reported that he is getting prices for testing, maintaining and repairing the County's generators; he wants them all on the same schedule. The electrical circuits in the Jail kitchen are not on the generator. The Courthouse does not have a backup generator.

Chairman Blum noted that there was a barn, along US Route 20, east of Freeport, with a "Little Cubs Field" sign painted on it. There was a concern that this was in violation of the County's sign ordinance. Mr. Groves said that there is a difference between a "commercial" sign and a "public" sign. The "Little Cubs Field" sign is a "public" sign and the appropriate permit has been issued.

For a number of years, the County has entered into an Intergovernmental Agreement with the Illinois Housing Development Authority for the issuance of mortgage revenue bonds. The authorization to use the bond capacity and the Intergovernmental Agreement with the IHDA must be renewed each year. On a motion by Mr. Senn, seconded by Mr. Kuhlmeier, the Committee recommended adoption of the resolution authorizing application for bond volume cap, issuance of bonds totaling \$4,000,000 and execution of an Intergovernmental Agreement with the Illinois Housing Development Authority.

The Committee reviewed the May 2008 revenue and expense amounts in the Employee Health Insurance Fund. There was a \$122,004.63 deficit in May. After the first six months of the current fiscal year, expenses have exceeded revenues by \$11,831.44.

The Budgetary Status, Major Revenue Tracking, Cash Flow, and Interfund Loan reports for May 2008 were distributed and reviewed.

The IMRF has advised the County that the Regular IMRF Fund remains overfunded. The overfunded amount will be amortized over the next 23 years to reduce the County's rate. The 23-year amortization is standard and automatically invoked, unless notified otherwise.

The County Administrator reported that he has received the actuarial analysis from the IMRF for a possible Early Retirement Incentive Program. The ERI liability must be paid within ten years and before the program can be offered again. The ERI liability amount will vary by the number of employees accepting the program. Ms. S. Hooper said that the County would be required to pay the full ERI amount the first year and

any overage would be amortized over the subsequent years. There was a discussion of the benefits and limitations of the program. With "tax caps", payment of the increased liability must come from a source other than the IMRF levy. The County Administrator will contact department heads regarding the ERI program, their eligible employees and the need to fund the increased IMRF liability from their department budget.

COMMITTEE REPORTS:

Public Property – Mr. Senn reported that the elevator maintenance budget line is nearly exhausted, due to installation of mandated upgrades. Lt. Freeman is retiring in July. The Sheriff has selected Dean Schroeder as her replacement. The Sheriff's Reserve Unit is looking for donations for a new boat.

Administration – Ms. S. Hooper reported that her committee recommended adoption of a resolution increasing the marriage fee by \$5.00. Her committee recommended approval of an intergovernmental agreement with the Waddams-Winslow Multi-Township Assessment District for the County to do their assessment work. Her committee also recommended approval of the new IP phone system.

Court Services – Ms. V. Hooper reported that she did not have any action items for the County Board Meeting. Her committee approved \$4,000 for the Boys & Girls Club of Freeport & Stephenson County.

Nursing Center - Ms. Kubatzke reported that the Supportive Living Facility is now planned for an area off of Loras Drive. The planned roof repair, for the flat roof section of the Nursing Center, is estimated to cost \$3,000. The price quote on repairing the dish room floor was too expensive. The oldest clothes washer needs repairs costing \$3,000; a new machine would cost \$11,000. There was a discussion of alternatives to doing the laundry in-house. It was suggested that the Nursing Center investigate what it would cost for a laundry service to do the institutional, but not the personal laundry.

Planning and Development – Mr. Mikkelsen reported that his committee recommended approval of a resolution adopting the three-year operating budget for the Jane Addams Trail. The next meeting of the Enterprise Zone Committee is scheduled for June 17th.

Public Works - Mr. Kuhlmeier reported that he did not have any action items, but he has a number of resolutions for the County Board.

Mr. Isbell reported that he has had numerous problems with payments being misapplied by the vendor. He gave examples of problems caused by ComEd and Staples. He would like the Highway Department to write its own checks, rather than going through the Treasurer's Office. There was a discussion of the problem and possible alternatives. Mr. Isbell also cited an example of a voucher being altered during the payment process.

Chairman Blum said that he questioned the timing of the Sheriff's request for funding to support a grant to purchase Starcom 21 equipment from Motorola. In order to

receive \$225,550 in Federal grant funds, the County needs a local match of \$56,387. The local match would come from a five-year loan from the State Bank. The grant is limited to Motorola equipment. The County would be purchasing 23 radios and supporting equipment. In addition, it would cost \$400 per squad car for installation. Air time would be another \$35 to \$40 per month per radio. The City of Freeport is participating in the Starcom grant. If the Public Safety Sales Tax referendum was successful, the County would be in a position to help the first responders, in the smaller communities, get this type of equipment. There was a discussion of the communication options available to the County.

Chairman Blum noted that there are over \$2 million in uncollected fines and fees in the court system.

Claims of \$836,118.32 were approved, on a motion by Ms. V. Hooper, seconded by Mr. Mikkelsen.

At 9:41 p.m., the Committee recessed, until Wednesday, June 11, 2008, at 6:00 p.m., on a motion by Mr. Mikkelsen, seconded by Mr. Senn.

Approved: July 7, 2008

Next Stated Meeting of the Committee:
Monday, July 7, 2008 6:30 p.m.
Stephenson County Board Room