

FINANCE AND PROCUREMENT COMMITTEE STATED MEETING - MONDAY, AUGUST 11, 2008

The stated meeting for the month of August 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. Other County Board members present were Mr. Détente and Mr. McKenna.

Minutes of the stated meeting of Monday, July 7, 2008 were approved, without reading, on a motion by Ms. V. Hooper, seconded by Ms. S. Hooper.

Mr. Graham explained that the agenda needed to be amended, to move the Public Property Committee report, to immediately after Old Business, for discussion of the Public Safety Sales Tax Referendum. The agenda was so amended, on a motion by Ms. S. Hooper, seconded by Mr. Mikkelsen.

COMMUNICATIONS:

The County Administrator distributed a report, from the Illinois Department of Revenue web site, listing all of the PTELL ("tax caps") CPI's from 1990 through 2007. The 2007 PTELL limit for the 2008 levy, for taxes payable in 2009, is 4.1%.

OLD BUSINESS:

The County Administrator reviewed the 2008 – 2009 budget calendar and draft instructions for the department heads. As part of the budget process, department heads are being requested to separately list their IT plans for 2009. The department head budget meeting is scheduled for Wednesday, August 13th at 2:00 p.m. Budget presentations to the oversight committees will begin in September and this Committee will have the budgets in October. On a motion by Mr. Mikkelsen, seconded by Ms. Kubatzke, the Committee adopted the 2008 – 2009 budget calendar.

The County Administrator reported that he had another conversation with John Renner, the County's IMRF field representative, concerning the IMRF Early Retirement Incentive Program. If the County was to implement the ERI program, the County would be liable only for those that accept the ERI and payment would begin one year after retirement. For example: if 40 employees are on the County's eligibility list and 10 choose to retire in 2009, under ERI, the County's extra payments would begin in January 2011, for those 10 employees.

Public Property – Chairman Blum read a letter summarizing the County's effort to promote passage of the Public Safety Sales Tax Referendum. He identified a number of expenses in the Sheriff's budgets that have increased at a rate beyond allowances under PTELL. The Public Property Committee endorsed keeping the referendum on the ballot. Mr. Détente explained that the Nursing Center was able to turn itself around financially, through a unified effort; these other departments should be looking at their spending priorities. Mr. Graham reported that the rural fire chiefs did not appear to know who the Unified Command was. Mr. Groves explained that the Fire Chiefs

Association has an elected representative to the Unified Command. He noted that only the Freeport and Pearl City fire departments are NIMS qualified. The State has mandated that everyone, including volunteers, be paid \$19 per hour for mandatory training. There was a discussion on how the Public Safety Sales Tax revenue could or should be distributed. It was pointed out that by 2013, all public safety departments must be in compliance with all Federal communication requirements or lose future grants. The public does not understand the restrictions on the distributions and uses of County funds. Mr. Beintema reinforced using the Unified Command for managing the distribution of these funds, based on an established list of goals. The Health Department's funding for public safety has been cut in half. The Sheriff felt that the public education effort should have begun in March and should have identified where the future funds would be allocated. The County Board should not put the referendum on the ballot, if it does not have a possibility of passing. The County Board needs a marketing strategy. On a motion by Ms. V. Hooper, seconded by Ms. S. Hooper, the Finance Committee recommended, on a roll call vote, that the referendum be removed from the ballot, due to lack of support from the agencies that would benefit from the funds generated by the tax; (Aye: Mr. Kuhlmeier, Mr. Mikkelsen, Ms. Kubatzke, Ms. V. Hooper, Ms. S. Hooper, Mr. Senn, Nay: Mr. Graham).

NEW BUSINESS:

Mr. McLeRoy was not present; there was no UCCI report.

In the absence of Mr. Snavelly, there was no Facilities Management report.

The Committee reviewed the July 2008 revenue and expense amounts in the Employee Health Insurance Fund. There was an \$86,253.88 deficit in July. After the first eight months of the current fiscal year, expenses have exceeded revenues by \$124,321.06.

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

The GVA Williams contract has expired and needs to be renewed. On a motion by Mr. Kuhlmeier, seconded by Mr. Mikkelsen, the Committee recommended that the GVA Williams contract be renewed without any amendments.

The CSI contract expired in May 2008. CSI announced that it was closing, as of August 31, 2008. Chairman Blum plans to meet with the owners next week.

COMMITTEE REPORTS:

Public Property – Mr. McKenna reported that Health Professionals is now providing mental health services to Jail inmates. His committee discussed possible conceal carry legislation and cell phone usage in the Courthouse. Ms. Kubatzke spoke about the cigarette smoking around the Courthouse grounds.

Administration – Ms. S. Hooper reported that her committee recommended adoption of the 2009 holiday calendar, certification of the judges of election and polling places, recessing the Board of Review and approving the General Code contract.

Court Services – Ms. V. Hooper reported that her committee approved a budget amendment for the State's Attorney.

Nursing Center - Ms. Kubatzke reported that her committee approved hiring a third maintenance person. Her committee recommended increasing the private pay rate by \$5.00 per day. On a motion by Ms. Kubatzke, seconded by Ms. V. Hooper, the Finance Committee concurred in increasing the private pay rate by \$5.00 per day. The Nursing Center has started the application process to certify the entire facility for Medicare and Medicaid. The Human Resources Director position has been eliminated. Those responsibilities have been divided and assigned to several different people. Nursing Center management is concerned with the condition of the kitchen and dish room floors.

Planning and Development – Mr. Mikkelsen reported that his committee recommended adoption of a Workforce Development Week Proclamation.

Public Works - Mr. Kuhlmeier reported that he did not have any action items.

Chairman Blum said that he did not have a report.

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

Mr. Groves explained that the ETSB would like to hire a 9-1-1 Coordinator and have that person be a County employee. The ETSB would reimburse the County for all of the normal employer costs associated with the employee. On a motion by Ms. Kubatzke, seconded by Mr. Mikkelsen, the Committee recommended that the 9-1-1 Coordinator be recognized as a County employee.

Claims of \$819,861.24 were approved, on a motion by Ms. Kubatzke, seconded by Mr. Senn.

The Committee adjourned at 9:05 p.m., on a motion by Mr. Senn, seconded by Ms. V. Hooper.

Approved: September 8, 2008

Next Stated Meeting of the Committee:
Monday, September 8, 2008 6:30 p.m.
Stephenson County Board Room