

FINANCE AND PROCUREMENT COMMITTEE
BUDGET MEETING - TUESDAY, OCTOBER 21, 2008

A budget meeting 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 Ms. Boynton, Mr. Détente and Mr. Hilton.

The Circuit Clerk presented and reviewed the Circuit Clerk (Fund 1, 804), Court Automation (Fund 25) and Document Storage (Fund 22) budgets. Ms. Curran explained that she moved the salary of two deputy clerks to the Document Storage budget. She also increased the budget for telephone service. There was a discussion of the Cash Carry Forward in both the Document Storage and Court Automation funds. There was a discussion on how to handle the health insurance for the deputies in the Document Storage and Court Automation funds. On a motion by Ms. V. Hooper, seconded by Mr. Mikkelsen, the Circuit Clerk (Fund 1, 804), Document Storage (Fund 22) and Court Automation (Fund 25) budgets were accepted, with the understanding that the Circuit Clerk and County Administrator would consider possible changes on how the health insurance premiums were paid for the deputies in the non-General Fund budgets.

Mr. Beintema presented and reviewed the Health Department (Fund 15), Tuberculosis (Fund 39) and Animal Control (Fund 16) budgets. The State is reducing the size of a number of grant programs and eliminating others. Since State payments are not made on a timely basis, the Board of Health wants to maintain a three to four month cash reserve. There was a discussion of the Community Clinic and FHN. The budget includes \$7,500 for manually operated flood doors. The Board of Health is asking for a \$210,000 contribution, from the General Fund. On a motion by Mr. Mikkelsen, seconded by Ms. V. Hooper, the Health Department (Fund 15), Tuberculosis (Fund 39) and Animal Control (Fund 16) budgets were accepted.

Mr. Groves presented and reviewed the Zoning (Fund 1, 914), Emergency Management Agency (Fund 21) and ETSB – 9-1-1 (Fund 40) budgets. He explained that the increase for Photocopies was a maintenance agreement on the new copy machine. There was a discussion on the State reducing the amounts for some Emergency Management and Homeland Security grants and eliminating others. Mr. Groves reviewed the new expense lines. He is looking to replace two lap top computers. There was a discussion of the demands on the Public Safety Sales Tax Fund and the impact the current financial situation will have on sales taxes. On a motion by Mr. Mikkelsen, seconded by Ms. S. Hooper, the Zoning (Fund 1, 914), Emergency Management Agency (Fund 21) and ETSB – 9-1-1 (Fund 40) budgets were accepted.

Mr. Snavely presented and reviewed the Facilities Management (Fund 1, 913) budget. On a motion by Mr. Kuhlmeier, seconded by Mr. Mikkelsen, the Facilities Management (Fund 1, 913) budget was approved.

The Sheriff presented and reviewed the Law Enforcement (Fund 1, 402), Merit Commission (Fund 1, 403), Courthouse Building (Fund 1, 701), Public Safety Building (Fund 1, 702), and Courthouse Security (Fund 2, 410) budgets. He reviewed a new financing offer (3.95%) for the squad cars, from Citizens State Bank. He expects to get around \$1,500 for each of the old squad cars. The Maintenance-Elevator line was increased for upgrades mandated by the State. There was a discussion on the salary increase in the Public Safety Building budget.

Mr. Schroeder presented and reviewed the Corrections (Fund 1, 401), and Jail Building (Fund 2, 705) budgets. He explained that he expects overtime to increase and plans to hire a part-time person to run central control. This is necessary because the new union contract allows for four hours of "comp time" each payroll period. There was a discussion on the use of civilians in the control rooms. He is negotiating with vendors for ways to save money, by doing things differently. On a motion by Mr. Senn, seconded by Ms. V. Hooper, the Law Enforcement (Fund 1, 402), Merit Commission (Fund 1, 403), Courthouse Building (Fund 1, 701), Public Safety Building (Fund 1, 702), Courthouse Security (Fund 2, 410), Corrections (Fund 1, 401) and Jail Building (Fund 2, 705) budgets were accepted, as modified.

The County Administrator presented and reviewed the Recreation & Conservation (Fund 1, 703) budget. On a motion by Ms. V. Hooper, seconded by Mr. Mikkelsen, the Recreation & Conservation (Fund 1, 703) budget was accepted, as modified.

The County Administrator presented and reviewed the Veterans Assistance Commission (Fund 19) budget. On a motion by Ms. V. Hooper, seconded by Mr. Senn, the Veterans Assistance Commission (Fund 19) budget was accepted.

The County Administrator presented and reviewed the Extension Education (Fund 36) budget. On a motion by Mr. Mikkelsen, seconded by Ms. Kubatzke, the Extension Education (Fund 36) budget was accepted.

The County Administrator presented and reviewed the NICAA-Small Rental Properties and R.A.M.P. (Fund 37) budget. He explained that he is not aware of any new grants for 2009. On a motion by Mr. Mikkelsen, seconded by Mr. Senn, the NICAA-Small Rental Properties and R.A.M.P. (Fund 37) budget was accepted.

The Committee adjourned at 9:15 p.m., on a motion by Ms. V. Hooper, seconded by Ms. Kubatzke.

Approved: November 7, 2008

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