

FINANCE AND PROCUREMENT COMMITTEE STATED MEETING - MONDAY, APRIL 9, 2007

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The stated meeting for the month of April 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. Boomgarden, Ms. S. Hooper, Ms. V. Hooper, Ms. Kubatzke, Mr. Mikkelsen and Mr. Kuhlmeier. County Board Chairman Blum was also present.

Minutes of the stated meeting of Monday, March 12, 2007 were approved, without reading, on a motion by Mr. Mikkelsen, seconded by Mr. Kuhlmeier.

COMMUNICATIONS:

The County Administrator distributed a letter from the Illinois Department of Revenue notifying the County that the CPI to be used for the 2007 PTELL Extension (for property taxes paid in 2008) is 2.5%.

The County has received the Advanced Contribution Rate Notice for 2008, from the Illinois Municipal Retirement Fund. The County's regular contribution rate for 2008 will be unchanged at 6.55% and the County's SLEP contribution rate for 2008 will be 15.70%, down from 15.97%.

OLD BUSINESS:

None.

NEW BUSINESS:

Mr. McLeRoy thanked those who attended the UCCI legislative reception and seminar, in Springfield. Stephenson County had the highest number of attendees, at the conference. The UCCI Executive Committee has scheduled a meeting for April 30, 2007 at Saul Valley College at 10:30 a.m. to continue its preliminary study for an employee health insurance program.

The General Assembly was not in session last week. There is legislation that would allow Coroners and Probation Officers to be covered by the IMRF's SLEP program, at the option of the County Board. HB 303 would require counties to pay jurors an amount, not less than the minimum wage, for eight hours. HB 1050 would require 17-years olds, in custody, to be treated and housed as juveniles. HB 210 would prohibit voting on any item that was not listed on the posted agenda. HB 576 and SB 1252 would exempt pension levies from PTELL, "tax caps", restrictions; it is not clear whether the FICA levy would be included with the IMRF levy. HB 511 would make the financial settlement of a law suit, subject to FOIA as a public document. There are number of bills in the House dealing with wind generators. There is a bill in the Senate that would create a wind energy indemnity fund by assessing each tower

\$10,000, payable to the State. The indemnity fund would be used to dismantle abandoned towers. At this time, there has been no further appropriation for reimbursements of the Public Defender's salary, under the new salary program. This appropriation could still occur in April.

The ICRMT has sample policies and procedures, for example: defensive driving and sexual harassment, available to help counties with their personnel management.

Linda Swalve and Scott Haugh, from the Illinois Department of Employment Security, spoke about the needs of veterans in transition and their families. They would like to get a grant to help feed and house these individuals. The grant funding is competitive and cannot be funneled through a State agency. They would like the County to be the grant sponsor. The Committee was concerned that if there was any financial shortfall, the County would be responsible. The project needs a temporary sponsor until the "Vets for Veterans" group can get incorporated by the State, as a not-for-profit organization and secure status as a 501 (c) 3 organization, from the IRS. The group has not yet secured a place for housing the veterans. This issue will be discussed further next month.

Sherry Gravenstein read from her report, "An Evaluation of Past, Present and Future of Stephenson Nursing Center". The report was discussed by the Committee. The Committee was not concerned with past mistakes, but rather management's recommendations and proposals for the future. Management would like to change the shift schedule from ten seven and one-half hour days to nine eight-hour days per two-week pay period. Management remains concerned that future Medicare and Medicaid rates would continue to fall. There was a discussion on the possibility of having a referendum to increase the General Fund property tax rate, for support of the Nursing Center. The Committee also discussed whether the current loans might be forgiven. The General Fund is not in a position to permanently subsidize the Nursing Center. On a motion by Ms. Kubatzke, seconded by Mr. Boomgarden, the Committee recommended implementing the shift scheduling change at management's convenience. The Committee needs to further explore increasing the General Fund levy. A motion by Mr. Boomgarden, to get a management/efficiency consultant to help generate ideas for Nursing Center management, was withdrawn. He will discuss the matter further at the next Nursing Center Committee meeting.

Mr. Snavelly reported that there continues to be compressor problems at the Jail. One of the compressors is being replaced by Mechanical, at no cost to the County. Mechanical wants \$7,500 for another year's service contract. He is pulling wire for the Jail's new intercom system. During installation, the Jail will be without an intercom system for one week. Mr. Snavelly explained that he, Mr. Remmers and Mr. Détente have been through the Nursing Center building and compiled a report. The Nursing Center Committee has yet to see the report. Replacing the roof is the most expensive project in the report. The floor in the dish washing room needs to be replaced. The Committee would like to see target dates for these projects. The Nursing Center Committee will discuss the report next month.

The Committee reviewed the March 2007 revenue and expense amounts in the Employee Health Insurance Fund. There was a \$19,543.98 surplus in March. After

the first four months of the current fiscal year, revenues have exceeded expenses by \$33,160.47.

The Budgetary Status, Major Revenue Tracking, Cash Flow, and Interfund Loan reports for March 2007 were distributed and reviewed.

The County Administrator noted that last month, due to time constraints, the Committee did not review any of the assigned parts of the County Code Book. Since the Committee has a large number of pages assigned to it, it may be necessary to have separate meetings for reviewing the Code Book. There was a discussion on how to proceed with the review and recommend changes. The Administration Committee has suspended its review pending professional advice on how to proceed. Mr. Mulnix will be contacting companies in the municipal code business to learn what services they have available to help with our project to update the Code Book. On a motion by Mr. Mikkelsen, seconded by Mr. Boomgarden, the Finance Committee concurred with the decision of the Administration Committee.

The County Administrator explained that NICAA needs to hold a Public Hearing for a grant application to the Illinois Department of Commerce and Economic Opportunity for funding through the Community Development Assistance Program Mobility and Accessibility Rehabilitation Services. The Committee needs to recess this meeting until Wednesday, April 11, 2007 at 6:00 p.m. At that time NICAA will conduct the Public Hearing as part of the recessed Finance Committee meeting.

COMMITTEE REPORTS:

Public Property – Mr. Boomgarden reported that he did not have any financial action items.

Administration – Ms. S. Hooper explained that having professional assistance on the County Code Book project did not preclude the County Board's responsibility to eliminate bad items from the Code. One of the organizations requesting a raffle permit was determined to be ineligible.

Court Services – Ms. V. Hooper reported that the detention and placement costs are under budget. Her Committee approved an award of \$1,000 to the Millionaires Club. There was a discussion on how to properly handle the transaction, since the funds were never appropriated. On a motion by Ms. V. Hooper, seconded by Ms. S. Hooper, the Finance Committee concurred in awarding \$1,000 to the Millionaires Club.

Nursing Center - Ms. Kubatzke reported that the Nursing Center has been renting 23 oxygen concentrators. The Nursing Center has an opportunity to purchase the concentrators without changing the budget. On a motion by Ms. Kubatzke, seconded by Mr. Boomgarden, the Finance Committee concurred in purchasing the oxygen concentrators. The family of a deceased resident has filed for reimbursement of a lost ring. The matter has been referred to the State's Attorney. The application for a grant, to expand the rehabilitation program accommodating outpatient therapy and building a four-season room with a therapy pool, has been submitted. Nursing Home Week is from May 13th to 19th.

Planning and Development – Mr. Mikkelsen reported that his committee recommended approval of a resolution supporting the Jane Addams Trail budget. His committee also recommended approval of the Final Plat for the Timber Ridge subdivision.

Public Works - Mr. Kuhlmeier reported that he did not have any financial action items. The spring highway tour is scheduled for Monday, April 16th.

Chairman Blum announced that he did not have a report.

The scheduled Executive Session was not needed.

Claims of \$693,217.35 were approved, on a motion by Mr. Mikkelsen, seconded by Mr. Boomgarden.

At 9:18 p.m., on a motion by Mr. Mikkelsen, seconded by Mr. Kuhlmeier, the Committee recessed until Wednesday, April 11, 2007 at 6:00 p.m.

Approved: May 7, 2007

Next Stated Meeting of the Committee:
Monday, May 7, 2007 6:30 p.m.
Stephenson County Board Room