

**FINANCE AND PROCUREMENT COMMITTEE  
STATED MEETING - MONDAY, SEPTEMBER 10, 2007**

**DRAFT**



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

Minutes of the stated meeting of Monday, August 13, 2007 were approved, without reading, on a motion by Mr. Boomgarden, seconded by Ms. V. Hooper.

**COMMUNICATIONS:**

None.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

Mr. McLeRoy said that he would receive the General Assembly report on the legislative bills from UCCI in about ten days. UCCI is still working on the distribution of revenue from the NACO sponsored deferred compensation plan. UCCI is planning to start an employee health insurance trust fund, but they need at least four counties, with a total of 1,000 participating employees. He will get further information on this plan in September. UCCI is planning a dinner and seminar in Springfield, on October 12<sup>th</sup> and 13<sup>th</sup>. Chairman Blum is planning to fly to Springfield and has space for six more people. There was a discussion on the new legislation that would establish a uniform state-wide property tax assessing method for wind energy towers and the County's existing PILOT agreement.

The County Administrator explained that the County has received the draft ordinance authorizing the issuance of the County's Debt Certificates, Series 2007. The adoption of this and other supporting documents are necessary requirements associated with last month's decision to refinance the jail construction bonds. An electronic version of the ordinance is being sent to all members of the County Board. On a motion by Mr. Mikkelsen, seconded by Ms. V. Hooper, the Finance Committee recommended approval of the ordinance authorizing the issuance of the County's Debt Certificates, Series 2007.

Mr. Snavelly reported on the repairs that need to be done on the cabin at the Blackhawk Monument. Chairman Blum said that the historical group, he is working with, plans to take the cabin apart and reassemble it the correct way. The flag has been stolen from the site. The County has yet to receive the report from the laboratory on the core samples, from the sally port floor. Mr. Snavelly presented and reviewed the Facilities

Management (913) budget. It was noted that the 2008 salary request lines still had amounts for the 27 payrolls that were needed in 2007. He asked that the "Office Equipment Over \$500" budget line be renamed "Tools". On a motion by Mr. Mikkelsen, seconded by Ms. V. Hopper, the Committee accepted the Facilities Management (913) budget, with the salary lines being corrected.

The Committee reviewed the August 2007 revenue and expense amounts in the Employee Health Insurance Fund. There was an \$84,093.87 deficit in August. After the first nine months of the current fiscal year, revenues have exceeded expenses by \$485.59. The County Administrator noted that August was a bad month because the County had to make three claim payments, but September should be a good month because the County has already received a stop-loss reimbursement check, in excess of \$60,000.

The Budgetary Status, Major Revenue Tracking, General Fund Cash Flow, Nursing Center Cash Projection, and Interfund Loan reports for August 2007 were distributed and reviewed.

The County Administrator explained that supporters of the Rentech Energy project in Jo Daviess County are looking for support, in their request to the Illinois and United States Environmental Protection Agencies to issue the necessary permits, as soon as possible. On a motion by Mr. Mikkelsen, seconded by Mr. Kuhlmeier, the Committee recommended adoption of the resolution in support of the Rentech Energy project in Jo Daviess County.

The County Administrator explained that annually the County is asked, by the Blackhawk Hills Economic Development District, to adopt a resolution adopting the Annual Report of the Comprehensive Economic Development Strategy for the six-county region. On a motion by Mr. Kuhlmeier, seconded by Ms. S. Hooper, the Committee recommended adoption of the Annual Report of the Comprehensive Economic Development Strategy for the six-county region.

The County Administrator explained that there are continuing cash flow problems in the Emergency Management Agency Fund. The budget anticipated a \$15,000 grant from the State that was not award and the actual cash carry forward was less than expected. A proposed budget amendment to transfer \$25,000 from the Public Safety Tax Fund to the Emergency Management Agency Fund was approved, on a motion by Mr. Boomgarden, seconded by Miss V. Hooper.

The County Administrator explained that the Sheriff has received a \$69,065 grant that was applied for two years ago and was not included in the current budget. A budget amendment to properly record the grant in the current year budget was approved, on a motion by Miss V. Hooper, seconded by Mr. Mikkelsen.

#### COMMITTEE REPORTS:

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

Administration – Ms. S. Hooper reported that her committee recommended approval of a \$2,500 budget amendment for the Supervisor of Assessments, for purchase of a used vehicle yet this fiscal year. On a motion by Miss S. Hooper, seconded by Mr. Mikkelsen, the Finance Committee concurred in recommending approval of a \$2,500 budget

amendment for the Supervisor of Assessments. Her committee also reviewed the budgets for each of their departments. Additional and increased property tax exemptions have been approved by the Illinois General Assembly.

Court Services – Ms. V. Hooper reported that she did not have any financial action items. Her committee reviewed the budgets for each of their departments.

Nursing Center - Ms. Kubatzke reported that she did not have any financial action items. She has appointed a subcommittee to initiate the search for a replacement to the retiring Ms. Gravenstein. Wal-Mart has announced a fund raiser for the County cemetery. There was a discussion on alternatives available to the County regarding the cemetery. Mr. Snavelly said that he was advised by the Illinois Comptroller's Office, that the County could erect a single monument with all of the names of the individuals buried there. The Finance Committee asked for written confirmation of this alternative. Mr. Détente offered to make that request of the Comptroller's Office. The Nursing Center Auxiliary has converted one of the vacant rooms into a "family room". Mr. Graham said that he was offended by the Journal Standard's editorial regarding the Nursing Center. Chairman Blum said that he already has spoken with the publisher. Chairman Blum suggested that Mr. Graham, Ms. Kubatzke and Mr. Détente have a meeting with the publisher and editorial board. Mr. Graham will contact the publisher to set up the meeting.

Planning and Development – Mr. Mikkelsen reported that his committee agreed to include \$25,000, for the Stephenson Soil and Water Conservation District, in the 2007 – 2008 budget.

Public Works - Mr. Kuhlmeier reported that did he not have any financial action items. His committee is still discussing the McConnell Road river access site. They are planning a public meeting regarding this river landing site.

Chairman Blum reported that the Republican Party is seeking letters of interest for the District J seat vacated by the death of Lowell Bicker. The seat will be declared vacant in the September meeting with a replacement in the October meeting. Chairman Blum said that he and several staff members have been invited to a meeting with EcoEnergy.

The Committee postponed its review of the County Code Book.

The County has 1,000 2008 calendars with pictures of Stephenson County. The plan is to sell these in the various County offices.

The scheduled Executive Session was not needed.

Claims of \$1,147,978.52 were approved, on a motion by Ms. V. Hooper, seconded by Mr. Boomgarden.

The Committee adjourned at 8:30 p.m., on a motion by Ms. Kubatzke, seconded by Ms. V. Hooper.

Approved: October 8, 2007

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Next Stated Meeting of the Committee:

Monday, October 8, 2007 6:30 p.m.  
Stephenson County Board Room