

FINANCE AND PROCUREMENT COMMITTEE STATED MEETING - MONDAY, DECEMBER 10, 2007

The stated meeting for the month of December was held in the Stephenson County Board Room on the above date with Mr. Kuhlmeier, the Vice-Chairman, presiding. The meeting was called to order at 6:30 p.m. Committee members present were Mr. Boomgarden, Ms. S. Hooper, Ms. V. Hooper, Ms. Kubatzke, Mr. Mikkelsen and Mr. Kuhlmeier. Absent was Mr. Graham. County Board Chairman Blum was also present. Other County Board members present were Mr. D tente and Mr. Kuhlemeier.

Minutes of the stated meeting of Monday, November 12, 2007 and the special meetings of Monday, November 19, 2007 and Monday, November 26, 2007 were approved, without reading, on a motion by Mr. Boomgarden, seconded by Ms. V. Hooper.

COMMUNICATIONS:

The County Administrator distributed copies of the "Special County Retailers' Occupation Tax for Public Safety or Transportation" pages from the *Local Government Guide to Tax Allocations* handbook.

OLD BUSINESS:

During the November 14, 2007 County Board meeting, the Board adopted a resolution transferring real estate property titles to purchasers, at auction, of delinquent tax properties; these documents were presented for signature by members of the Finance Committee.

During the November 29, 2007 County Board meeting, the Board adopted the Annual Appropriation Ordinance and the Property Tax Levy; these documents were presented for signature by members of the Finance Committee.

NEW BUSINESS:

Mr. McLeRoy reported that UCCI and the University of Illinois have signed a contract for 2008 training sessions. The IAOCO is lobbying for counties to join their association and use their pre-paid contracted legal services. UCCI is still working on an employee health insurance product. UCCI has increased the 2008 reimbursement to \$300, for Board meeting attendance. The County paid UCCI \$440 as its reduced annual dues for 2007 and was reimbursed \$2,200, as if the County had paid the full amount. UCCI and the ICRMT are studying the possibility of offering insurance coverage for underground and above ground storage tanks for petroleum products and coverage for airports and aircraft.

Mr. Snavely reported that Mechanical is preparing a report on how to improve the efficiencies of the Courthouse HVAC system. He will bring the report to the Public Properties Committee. He has spoken with a company that would like to do an audit of the County's utility bills; a representative of the company will come to the January 14th Committee meeting. Mr. Snavely is waiting to receive a more detailed quote on

the work necessary to resolve the problems with the sally port floor/boiler room ceiling.

The Committee reviewed the November 2007 revenue and expense amounts in the Employee Health Insurance Fund. There was a \$72,326.19 surplus in November. For the 2007 fiscal year, revenues exceeded expenses by \$139,654.30. The County Administrator noted that more than half of the cash reserves have been lent to other funds.

The Budgetary Status, Major Revenue Tracking, General Fund Cash Flow, Nursing Center Cash Projection and Interfund Loan reports for November 2007 were distributed and reviewed. The State of Illinois is two months delinquent in its distribution of the local share of State Income Taxes.

COMMITTEE REPORTS:

Public Property – Mr. Boomgarden reported that he did not have any financial action items. He noted that a woman fell in the lobby of the jail, last month. The Sheriff said that he does not plan to bring the resolution, limiting the County's medical service payment rates to the Illinois Public Aid rate, to the County Board this month.

Administration – Ms. S. Hooper reported that the Treasurer will access the Tax Anticipation Warrants this week. The Property Tax assessments for Freeport Township will be published this week.

Court Services – Ms. V. Hooper reported that she did not have any financial action items. There is one juvenile in detention at \$130 per day. The Public Defender and Probation are looking at alternative programs for drug offenders.

Nursing Center - Ms. Kubatzke reported that she did not have any financial action items. Her committee is meeting Tuesday, December 18th to interview the three finalists for the Nursing Center administrator position. Ms. Gravenstein's retirement party is scheduled for Sunday, January 13th. Ms. Kubatzke noted that there was a death in a Rockford nursing home, associated with an undersized mattress; the Nursing Center needs, on an emergency basis, to replace its 45 undersized mattresses, for \$6,300.

Planning and Development – Mr. Mikkelsen reported that he did not have any financial action items. The Enterprise Zone Committee is meeting next week. The Convention and Visitors Bureau approved its budget; copies will be distributed at the County Board meeting.

Public Works - Mr. Kuhlmeier reported that did he not have any financial action items, but his committee sent ten resolutions to the County Board for approval. His committee had further discussions with the Lena Park District concerning land title, leases and easements for the property off of McConnell Road and the Pecatonica River. His committee is concerned that development for boat access, to the river, does not interfere with Mr. Price's ability to access the acres he farms, adjacent to the proposed development.

Chairman Blum reported that this may not be the best time to present the Public Safety Sales Tax referendum to the voters. To pass, the referendum needs county-wide support. The County needs more time to develop supporters, particularly from the Unified Command Committee. It is the only county-wide referendum for the February Primary, thus requiring its own separate ballot. Ms. S. Hooper distributed referendum materials from other counties. No tax dollars can be used in support or against a referendum. On a motion by Mr. Boomgarden, seconded by Mr. Mikkelsen, the Committee recommended, to the County Board, that the Public Safety Sales Tax referendum be delayed until the November election.

Mr. Mikkelsen complemented Mr. Groves for his Emergency Management work.

The Committee postponed its review of the County Code Book.

The County still has a number of the 2008 calendars, with pictures of Stephenson County, for sale.

The Courthouse Christmas party is scheduled for Friday, December 21st. County Board members are invited to attend. If you plan to attend, please contact the County Administrator.

The scheduled Executive Session was not needed.

Claims of \$646,451.54 were approved, on a motion by Mr. Mikkelsen, seconded by Ms. S. Hooper.

The Committee adjourned at 7:47 p.m., on a motion by Mr. Mikkelsen, seconded by Mr. Boomgarden.

Approved: January 14, 2008

Next Stated Meeting of the Committee:
Monday, January 14, 2008 6:30 p.m.
Stephenson County Board Room