

EEHW COMMITTEE MEETING
July 18, 2013
5:30 P.M.

MEMBERS PRESENT

Chair Tim Dudley
Jerry Potts
Kevin Greenfield
Kevin Meachum
Phil Hogan
Patty Cox

COUNTY PERSONNEL PRESENT

Julie Aubert, Health Dept
Sheree Zalanka, Health Dept.
Kris Horton, Animal Control
Kathy Powless, Veterans Assistance
Doug Harlan, U of I Extension
Lt Jeff Scheibly, Animal Control
Matt Snyder, Regional Office of Education
Deb Garrett, Environmental Management
Mike Baggett, States Attorney Office
Angie Sarver County Board Office

MEMBERS ABSENT

Merv Jacobs

The meeting was called to order by Chair Tim Dudley at the Macon County Office Building.

MINUTES

Jerry Potts made the motion to approve the June 20th minutes, seconded by Patty Cox, motion carried 6-0.

CLAIMS

No claims were presented at the meeting.

ZONING

None

SUBDIVISIONS

None

REPORTS

Veterans Assistance

Kathy Powless stated the pictures she took last week, will be ready and available on Monday at the County Board Office. Chair Dudley thanked her for doing this.

Planning & Zoning

None

Health Department

None

Animal Control

Lt. Scheibly distributed their June 2013 stats to the committee. This report list the June 2012 totals, as well. He said Animal Control is still involved in the ASPCA's \$100,000 challenge, they are halfway through.

Kevin Meachum asked about their animal intakes being down from last year. Lt. Scheibly said they would like to take credit for that, but it is just that time of year.

Jerry Potts asked about the difference in income. Lt Scheibly stated there is a substantial difference. The increased is the money they received from an on-going criminal case. This is a one-time shot.

Environmental Management

Macon County Board Resolution Approving Municipal Waste Management Plan Update, 2012
Deb Garrett presented the resolution to the Committee. She stated it was before the committee two month ago and Mr Meachum asked if Mike Baggett would like at it before they voted on it. Mr Baggett has looked at it, and he sees no problems with it. Kevin Meachum made the motion to accept this resolution as presented, seconded by Patty Cox and motion carried (6-0).

Chair Dudley asked Ms. Garrett about ATR closing their doors and asked if this would affect her office. Ms. Garrett stated the agreement they had with ATR was only allowing the County to recycle electronics free of charge. She said ATR has agreed to still do two collections a year and she feels they should be enough.

Regional Office of Education

Matt Snyder distributed the Macon County Sales Tax Distribution Chart for FY 2013. A total of \$9.6 million collected. The chart illustrated the breakdown of money for the different School Districts in Macon County. The money can only be used for building projects. It is being used for maintenance projects such as roofs, parking lots, and driveways. They do not have to levy for this. The use of this money has to be approved by the Regional Office and also by the State Board of Election before the money can be spent.

Mr. Meachum asked if it could be used for ball diamond and practice fields. Mr Snyder responded yes. Mt. Zion and Meridian are both getting ready to do this.

Chair Dudley asked if they are having any problems with any of the district. Mr Snyder said no. All of the money is sent out each month to the different districts. Chair Dudley asked if area schools are pretty healthy right now. Mr Snyder stated the one that has concerns is Sangamon Valley.

Kevin Greenfield asked if they had the option to let it build up instead of putting in AstroTurf. Mr Snyder stated yes they do have that option. They can only use this money for building projects.

Mr Snyder stated he will not be presenting his proposed budget tonight, because they have are having different transitions happening in their office, such as their office will no longer due the GED testing, it will be done at Richland Community College. He stated all of the GED testing is going to a computer base system and the fee is increasing to \$120. Also Teacher's Certification is going online, this will cut down on the workload they now do in their office, so they are looking at how they want to employ those people in the office. He will be presenting his budget next month on the 15th.

Jerry Potts asked what is the reason for the fee increase. Mr. Snyder said Pearson Testing Center bought it, and they are a for-profit company.

Kevin Meachum voiced concerns regarding the extra cost for people needing to get transportation to Richland for the testing. Mr Snyder said they are working with Decatur Public Schools and Richland to make sure the clientele is serviced.

Citizen's Remarks

None

OLD BUSINESS

None

NEW BUSINESS FY-14 PROPOSED BUDGET

Animal Control

Kris Horton presented the Animal Control budget to the committee. She stated they have spoken with Amy Stockwell and will not be able to send their budget to the auditor until August 1st due to adjustment to the Consumer Price Index for the City for their contract. The money in Line # 4215 is a pretty accurate amount; she does not expect the Index Table is going to change over the next weeks.

Kevin Meachum asked if the overall budget (excluding that out) the same as last year. Ms. Horton said the salaries are the unknown. This is due to the fact that most of their people are in the middle of contract negotiations.

She brought attention to Line 4517 she said that is the money that got for the court case. They amended their budget for that and also on expenditures. She said they are still projecting to be bringing in \$82,000 more than they are spending, which she believes is better than last year. She still believes even with the salaries, they are still going to be in the "good".

Kevin Greenfield asked how much of their budget they are depending on from the Foundation. Ms. Horton said none. The Foundation pays for their own employees that they hire. She had the committee refer to the last page. She said that money is \$22,000 in and \$22,000 out. That does not affect their overall budget. None of the money coming in comes from the Foundation and none of their expenditures go to the Foundation.

Mr. Greenfield said don't they (Foundation) pay for some of the medicines. Ms. Horton said yes they do pay for some of the shots, heartworm testing, and flea treatment. She doesn't know exactly how much this is.

Kevin Greenfield asked if the Foundation would go somewhere else, how much this would affect them. Ms. Horton stated she thinks they could absorb it. She said they do an extreme amount of stuff out there; and they do pay for the heartworm treatment, feline leukemia test, and the flea pill. This is a good amount of money, but she cannot give an exact amount for a year. She could try and average out this amount, or get with them to average it out. Ms. Horton stated they could survive without the Foundation, (they would not want to) and not take money out of the General Fund.

Chair Dudley had a question about Line Item 7180; he stated does she anticipate a \$19,000 computer software upgrade this year, like last year. Ms. Horton stated they pay \$10,000 a year to Cameleon, their computer software company, and they also have McAfee; they use a lot of computers. She commented Cameleon is a great program, they do extensive training. They are the only real Animal sheltering software.

Chair Dudley asked if she has an ideal of what the total would be if her employees would get a raise. Ms. Horton stated she believes it would be less than \$20,000. Chair Dudley stated then it should level out your budget from last year, because they are under \$17,000. Ms. Horton stated, yes including the raises.

Mr Greenfield had a question regarding Line Item 4900. She said this is "Miscellaneous Donations, and this has trended up every year. She stated they are already at 83%, half way through the year of the \$28,000 they budgeted last year. They are getting in more donations now than they have since she has been there, and it is steadily growing each year. Mr. Meachum commented this is not enough the donations they get in dog food, cat food. He said you can't even put a value on that. Ms. Horton stated they get regular monthly donations from individuals.

Jerry Potts made the motion to pass this budget onto Finance, seconded by Patty Cox, motion carried (6-0).

Environmental Management

Deb Garrett stated their budget expenses are the same as the previous year. Their funding comes out of the Host Fee. She stated she switch some money around to accommodate some of the needs they are going to have. She stated she has increased Line Item 7100 (Maintenance Equipment) by \$4000. This increase was taken from three other lines, because they will need to do repairs on their recycling boxes; they are starting to rust. They will need to be sandblasted and repainted. They have received an estimate from Thorton's Welding in the amount of \$800 a piece and there are nine of them. She doesn't think they will be able to get them all done this year, but they are going to try and get as many as possible. Kevin Meachum stated he is glad they are looking at a local company to do the repairs, but would like to see her getting other estimates from other local companies to compare cost. She stated she has been working with the Highway Dept. on this, and they recommended Thorton's Welding, because the County has an account with them. They will definitely look around for other estimates on cost, and to also see

if they are capable of doing them, because of the size of the units. Mr. Meachum stated he is aware of the size of these units, but stated it is all about being consequences of the taxpayer's money.

Jerry Potts asked what was entailed in the \$800 per unit. Ms. Garrett stated a lot of the joints are showing rust, the paint will be sandblasted off and the welds will be fixed and then repainted. She said this is a rough estimate. It depends upon how much rust they find.

Ms. Garrett stated she tried to get Line Item 8200 (Misc. Cont. Exp.) deleted last year, and will hopefully get it accomplished this year, so she transferred \$1000 up into Line Item 8060 (Vehicle, Gas, Oil) due to the amount budgeted is not covering the expenses. She stated they will need to revisit EEHW after contract negotiations are settled.

Kevin Meachum made to motion to move Environmental Budget onto Finance, seconded by Jerry Potts. Chair Dudley asked Ms. Garrett if there was anything she wanted to go over on Page 5 of the budget. Ms. Garrett stated they have been getting the same amount for the past 6-7 years. The \$46,265, although they are on a different cycle than the State, and what you look at on paper doesn't always reflect when they are getting their payments, but they have been guaranteed that the Enforcement funds for the next year, will remain at the \$46,265. She stated they did change some of the line items to accommodate more of the needs of the inspector. The bottom line is; that it is the same. Chair Dudley stated motion made and seconded, Motion carried (6-0).

Health Department

Sheree Zalanka said in the packet she presented them with a summary page because their budget is so large and behind the summary page are all the details; also included a list of accomplishments. For FY14 they budgeted revenue at \$6,512, 000; expenses \$6,420,000 will give them a profit of \$91, 857. FY 13 they budgeted a profit of \$70,333, so they will have an increase for FY14. Overhead expenses for FY14 increased \$1,360. This budget represents a 16% indirect cost which includes overhead, administrative expenses. The budget includes a 3% increase in payroll to be given through performance evaluation in the fall. Building repairs are ongoing; the drainage project has been completed this year; asphalt paving and repairs will began soon. General maintenance cost has been included in the FY14 budget. The fund balances are currently at \$1.7 million; the final figures for FY12 show they deducted \$468,000 from the fund balance. This includes the big roofing project which was \$605,000. so they actually did pretty well for this year. In FY13 they will utilize \$190,000 for Phase II Building improvements which include the drainage work, parking lot resurfacing and interior improvements. This year they have received a rebate of \$32,000 for energy cost saved due to the new roof. They are continuing to apply for additional rebates as the building work progresses.

In FY14 they plan to replace several HVAC units as Phase III of the building improvements. This is not included in the budget at this time; they will do a resolution when they have bids and more information on this.

The Health Dept. operates on expenditures averaging \$400,000- \$500,000per month and that indicates an appropriate working operational fund balance should average about 1.4 million annually.

Kevin Greenfield asked if their board has approved this Budget. She said she they looked at it Tuesday night; presented it to the Finance Committee and the Board, and it was approved. Chair Dudley asked if the budget included 3% increase for Director. Ms. Zalanka said yes the director is included in this, and this will be the Board's decision.

Kevin Meachum asked if the 3% was contractual issues. He asked if their employees are union. Ms. Zalanka said their employees are not union. Mr Meachum asked if this was the maximum they get. Ms. Zalanka said it is based on their performance evaluation; it could be more or less. Mr Meachum stated then you are using this 3% as an average. She said yes, if someone would get more, than someone else would probably get less. They usually try to make it work that way. Mr. Meachum asked if every employee got 3% increase, what would be the total cost for this. Ms. Zalanka stated she does not have that total, but she will find out that amount. Mr. Meachum stated this will be the first thing that Finance will ask; is the total cost of that. He stated Finance will scrutinize this more than this committee.

Jerry Potts asked with this budget, do they still have access to run for 6 months. Ms. Zalanka stated yes, because there average expenditures range from \$400,000-\$500,000 so they would need to keep \$1.4 million in the fund. They currently have \$1.7 million so they have room for their big building expenses.

Kevin Greenfield made the motion to pass onto Finance, seconded by Jerry Potts. Motion carried (6-0).

Historical Society

Chair Dudley stated the Historical Society, Pat McDaniel had a contact with the City Council and could not attend this meeting tonight. He informed Chair Dudley over the phone that there is a small increase of \$2747, but didn't say where. Jerry Potts made the motion approve and move it onto Finance, seconded by Kevin Meachum, motion carried. (6-0).

Mental Health Board

Chair Dudley stated there will be presenting their budget in full next month. He said they are on a timing issue.

Regional Office of Education

Matt Synder will be present next month to present his budget.

U of I Extension

Doug Harlan stated the spreadsheet in front of them will be forward onto the Finance Committee, a copy of this spreadsheet was emailed to Auditor Stockwell. Their Extension Board met Tuesday night, which Kevin and David Williams are on. The Extension Board approved a tax levy request of \$387,074 which is the same levy as last year. They are under .024 of their .05 levy that they are authorized. This will be the fourth year in a row that they have not asked for

any tax levy increase. They are able to do this through additional funds that they are getting in through Gifts and Donations (\$84,000). Some of that money is coming in from the school district, ADM and some other donors that are contributing to some of their programs; so they are able to hold the line on their tax levy request. He wanted to point one thing out; if they are interested; he referred to the salary line, there is an increase in salaries due to being without an Ag educator for about 10 months last year; Paul Merriman left and it took that long to hire someone; they are also adding this year, three Program Coordinators, Horticulture, Master Garden Coordinator, and a Metro 4-H Coordinator. In the FY15 expense line for salaries they are going to add a Spin Club Program Coordinator; that is a special interest club. They will be working specifically with their Shooting Sports Program or Robotic Program and some of their Nutrition, Health Summer Program.

Chair Dudley asked if his board was ok with the drop in the Contingency Reserve by that much. Mr. Harlan stated yes they were. He said it will fluctuate and this is an estimate; it is watched closely. They are underspent this year and it may actually end up being more, but he will not have those figures until the first of September. Chair Dudley said he understood.

Kevin Meachum made the motion to move this budget onto Finance, seconded by Patty Cox. Motion Carried (6-0).

Veteran Assistance

Kathy Powless stated her budget is pretty much the same as last year. Line Item 7180 (EDP) they are still trying to get a new program to replace their Virtual Veterans, because they went out of business. They have all of the files scanned in; they are still searching for somebody who can move those file into their program. The two options they have, neither of those can do this. The people at the Records' office use this; they are trying to come up with a program for them. That is why that money has not been spent. Line Item 7230 (Copy Machine) is left blank; they are looking for a new copy machine, so they can do away with their printers that warrant toner once a month. Line Item 7355 (Bus Transport) has increased by \$1000. Last year when they got the nice increase, they were able to go from giving a bus pass which is 20 rides from once every 4 month to once every 2 months. They have some veterans now who are in the VRAP Program; the Veteran Retraining Assistance Program. These veterans have no way to get to school so she feels since they are trying to better themselves; we need to help them by getting them to school. The other veterans will still get every two months. This way the ones who are education, or who are trying to get out there and work, the VA can give them extra bus passes to help them get there and back.

Mr. Meachum asked if they are currently doing that now, with the \$9000 that's budgeted. Ms. Powless said yes.

Jerry Potts made the motion to move onto Finance, seconded by Kevin Greenfield., motion carried (6-0).

Chair Dudley wanted it noted that the Mental Health Board and the Regional Office of Education budgets will be heard at next month's meeting at 5:30PM

CLOSED SESSION

None

NEXT MEETING

August 15, 2013

ADJOURNMENT

Jerry Potts made a motion to adjourn, seconded by Patty Cox , the motion carried (6-0) and the meeting was adjourned at 6:20 p.m.

Minutes submitted by Angie Sarver

Macon County Board Office