

**FINANCE COMMITTEE MEETING**  
**APRIL 29, 2013**  
**5:15 P.M.**

**MEMBERS PRESENT**

Keith Ashby, Chair  
Jay Dunn, Vice Chair  
Tim Dudley  
Kevin Greenfield  
Patty Cox  
Linda Little  
Susanna Zimmerman

**MEMBERS ABSENT**

**COUNTY PERSONNEL PRESENT**

Judge McCarthy  
Ed Yoder, Treasurer's Office  
Carol Reed, Deputy Auditor  
Mike Baggett, Asst. State's Attorney  
Amy Stockwell, Auditor  
Sheri Oleson, HR Specialist  
Josh Tanner, Bd of Review, SofA, GIS  
Lori Long, Probation  
Rodney Forbes, Public Defender's Office  
Bruce Bird, Highway Dept  
Jerry Lord, DPBC  
Jennifer Hoffman, Planning & Zoning  
Max Austin, Sheriff's Department  
Jeannie Durham, County Board Office

**CALL TO ORDER**

The meeting was called to order by Chair Keith Ashby at the Macon County Office Building.

**APPROVAL OF MINUTES**

Motion to approve minutes of prior meeting on 4/1/13 was made by Jay Dunn, seconded by Linda Little and motion carried 7-0.

**CLAIMS**

Motion to approve the claims as presented made by Patty Cox seconded by Jay Dunn, and motion carried 7-0.

**REPORTS**

***Audit Sub-Committee***

Amy Stockwell reported that the Audit Sub Committee met last Friday and went over the preliminary conclusions of the external audit. There were no serious findings, but some opportunities for improvement. We are on track for publication, as usual, at the end of the month of May. We will be meeting again mid June to talk about the management letter. Keith Ashby commented that as far as an audit preliminary presentation, this was one of the better meetings he has been a part of.

***Auditor***

***Macon County Board Resolution Approving Health Insurance proposal from Gallagher Benefit Services***

***Macon County Board Resolution Approving Two Year Delta Dental Insurance Proposal from Gallagher Benefit Services***

*Macon County Board Resolution Offering Expanded Voluntary Benefits through Employee Flexible Benefits Plan*

Amy Stockwell reported that all three of these resolutions had been approved by O&P. Both the O&P and the insurance committees are pleased with where we ended up. Despite the fact that our claims put us at the top of the normal range this year, we are looking at an overall increase in our health insurance cost of 2.5%. We did have to make some changes in the plan. We are still way better than other plans in this market. We believe that these changes will keep our plan healthy for the long term for both the employees and for us, as the employer. Assuming your approval, we are setting up a series of meetings with the departments. Many departments are going to make them mandatory for their employees so that we can explain in depth the way things change. The other piece of good news about this is that we are going to expand our wellness credit program. Basically, if an employee is covered, they will have an opportunity to earn 3 credits of \$75 each. If the spouse is also covered, then it is a total of six credits for the family. We are going to expand the menu of options. Blue Cross is offering things like a stop smoking program and a weight loss program. We are also, through Sheri, going to offer some self-directed programs which are going to be a series of seminars. Amy explained that there is a minimal increase per paycheck and there is the opportunity to completely wipe out all the increase by taking advantage of our health wellness credits.

After several years of no increases in dental coverage, we have looked at a number of proposals from Delta Dental and believe that their offer of a 6% and holding for 2 years represents the best value to employees.

We are also recommending the expansion of voluntary insurance offered through AFLAC. They have been our supplier of our 125 plan since 1994. This is completely paid for by employees. This plan allows those employees who want more coverage on medical insurance to purchase it. Keith asked if there was a set fee for each individual employee or if it varied. Amy said there is a fee based on the amount of coverage. This is offered to employees without additional underwriting.

Motion was made by Jay Dunn to approve passing all three resolutions on to the County Board with recommendation for approval, seconded by Linda Little and motion carried 7-0.

***Board of Review***

Josh Tanner reported that there are still 56 cases pending at the state. They are not on 2012 yet, they are still on 2011. We still have 2 cases from 2009. Once we submit the evidence, the state does their thing and it can take quite a while. Usually by the time the plaintiff or the appellate submits their evidence, it takes the state maybe a year to get it docketed and sent to us. Then we have 90 days to send them back the evidence. Then it can take 6 months to get a hearing date. After the hearing, it can take a while to get a decision.

Jay Dunn asked for an update on the status of the Tate & Lyle appraisal. Josh said that the Tate & Lyle is a 2011 case. We have submitted our evidence, which is the appraisal that was purchased by the County Board. All of the districts that are affected, except the City of Decatur, pay a % of the bill to the County Board. After submitting our evidence, we haven't heard anything. We know they have received it, but they have not contacted the Board of Review to make a settlement offer.

***Supervisor of Assessments***

The Governor has signed into law an increase to the senior exemption which now moves from \$4,000 to \$5,000 for the 2013 bill which will be payable next year. The loss to the county will be between \$9 & \$10 million EAV. That will be on top of whatever reductions come out of the quadrennial assessments this year and any Board of Review action. We are starting out already \$10 million less than last year. Kevin Greenfield asked how much in dollar amount that affects the county. Josh said the County's tax rate is not very high, so it is not as significant to us as it is to the School District or the City, but we absorb the entire because at the county, we absorb all the loss. For the School District, it is significantly less just because they are smaller. The greater loss was outside the City of Decatur. As part of that bill, as a forewarning, Cook County moved their general homestead exemption from \$6,000 to \$7,000. So, the senior exemption that got changed this year for down state had already been in effect for Cook County. This bill that moved Cook County's general exemption from \$6,000 to \$7,000, so if down state want reciprocity next year, that's \$30 million EAV countywide. I don't know that they will ask for that, but this year was senior exemption for us, and then they moved Cook County's general homestead. Next year could possibly be catch up for us.

***GIS***

The tax bills go out next month. The property tax and GIS website will be updated to reflect the new tax bill information such as ownership and valuations. The assessment community and the realtors will get the new assessment information along with the taxpayers.

***Treasurer***

***Macon County Board Resolution to Execute Deeds to Convey Property on which Taxes were Delinquent***

Motion to approve moving resolution on to the consent calendar was made by Jay Dunn, seconded by Linda Little and motion carried 7-0.

Ed Yoder also stated that the real estate property taxes will be mailed out May 7, 2013. The first due date will be June 7, 2013 and the 2<sup>nd</sup> installment due date will be September 3, 2013. That is the day after Labor Day. This year, I have 56, 988 bills to send out.

Keith Ashby reported that they are moving \$1,050 to the Treasurer's Automation Fund until the tax bills come in.

**CITIZEN REMARKS – PUBLIC COMMENT**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

***Planning & Zoning Department***

***Macon County Board Resolution Approving Intergovernmental Agreement During a Disaster or Extreme Emergency Between Long Creek Township and the County of Macon***

Jennifer Hoffman explained that the relocation during a disaster resolution was brought on by the Business Continuity Plan through the EMA

Linda Little Made a motion, seconded by Tim Dudley to approve passing the resolution on to the full board with recommendation for approval and motion carried 7-0.

***Transportation Department***

*Resolution appropriating funds for construction expenses on a bridge on CH 25 North of Argenta*

*Resolution appropriating funds for construction expenses on Section 05-00200-00-PV, the CH 30 West Reconstruction Project.*

*Resolution appropriating funds for construction expenses on Section 13-00255-00-SM, a patching project at Progress City.*

*Resolution appropriating funds for the 2013 Annual Guardrail Weed Spraying contract.*

Bruce Bird explained that the first three resolutions are for appropriating construction expenses on projects and the fourth one is for appropriating funds for a maintenance contract.

Tim Dudley questioned the patchwork necessity so soon. Bruce explained that they have had patching projects out there every year. There are spots where there is a lot of heavy trucks and equipment. Kevin Greenfield asked if they are reimbursed. Bruce said yes, 100% by the college.

Tim Dudley made a motion to approve passing all four resolutions on to the full board with a recommendation for approval, seconded by Susanna Zimmerman and motion carried 7-0.

**Fee Studies**

*Macon County Board Resolution Increasing Appropriations for Fee Cost Studies for County Clerk's Office, Recorder's Office and Sheriff's Departments and Approving Fee Cost Study Contract*

Jay Dunn introduced Matt Sorensen, partner in Bellweather Company out of McLean County. He is also Chairman of the McLean County Board and has been for a number of years. We talked to Matt sometime back about doing some fee studies for the Recorder's Office, The County Clerk's Office and the Sheriff's Office. The studies are needed in order to raise any fees. I like Matt's firm because Matt is there and has a County Board perspective that a lot of the other companies would not have.

Matt Sorensen said that politically, his background is that he has been on the county board since 1993 in McLean County and has been Chairman of that board since 2007. Beyond that, for a living, I am a management consultant. For almost 30 years now I have been working largely in expense management and cost consulting. Mid year, last year, our firm decided to start doing project work in the government sector as well. We are engaged with some counties on some grant administration, A87 documentation which led pretty seamlessly into these fee studies. One of the things we do differently is that we do a fairly low cost preliminary fee

reviews. We have already done that for your Recorder's Office, County Clerk's Office and Sheriff's Office. This is a rapid analysis to try to identify the funding gap. In other words, to identify the bucket of money the County Board is having to appropriate to these departments out of the general fund that are eligible to be covered in fees. We present those gaps at meetings like this. So, here we are proposing a full cost study in all three of these departments that will provide the required level of documentation for the Board to make decisions about adjusting these fees.

Jay asked Matt to talk about some fees that have been identified that we have not even been charging for. Matt explained that each department is unique in that it operates under unique state statutes where some things are allowed and some things are not. In the case of the Sheriff's department, Sheriff Schneider already knew about this, but had never had the opportunity to have the cost study done to start charging fees like sex offender registration fees. We found opportunities in all three of the departments, which is not unusual. To some extent, it is an exercise in inflation. The single, largest expense in any of these departments is the personnel expense. It doesn't take too long to figure out that if you don't revisit your user fees on some kind of a periodic basis, ten years of regular salary administration in any one of these departments can have your fees 15% to 30% out of whack. It's pretty easy to imagine. Jay commented about the city water rates and their recent adjustments and stated that he would hate to see the county get caught into the same situation and we probably already are to some extent due to not looking at these fees for 20 or 30 years and then all of a sudden wanting to double and triple them. This firm offers a plan to look at them periodically so you don't get in that situation. I think that would be good to look at that down the road if we do go ahead with these studies. These are user fees. We lowered our levy a million dollars last year and I've talked to Keith and would like to lower it another million this year if possible. We spend a lot of money on psychiatrists to evaluate and I think these user fees increase might be appropriate. We haven't done this study for a long time. The last time we did it, we paid a large sum of money for it. This firm is not only very reasonable in price, but with Matt part of the company, it brings some experience because he has board experience and is knowledgeable in what we have to deal with in these fee raises. Keith asked about Matt's experience in collecting the fees once they have been raised. Matt explained that it depends on the fees. In the Sheriff's department, there is a balancing act. You'd like to keep them in jail until they can pay bond fees, but it's more expensive to keep them in jail until they can pay. Keith is absolutely correct. Matt's experience is that if you don't assess the fees, you have zero percent chance of collecting. You can always waive or let them hang out there as an uncollected receivable. They can be turned over to a collection agency on a contingency basis. The moral of the story is if you don't assess the fees, you collect zero. If you do assess them, you collect some. This is mostly in the Sheriff's office. In the Clerk's & Recorder's offices, you collect pretty much 100% of the fees. Linda Little asked about work in other counties. Matt named off several counties where preliminary studies have been done and said that they are in conversations with many counties. Jay confirmed with Amy that the budget cycle starts in June. Matt said they usually give themselves a window of 12 to 14 weeks, but typically get it done in 6 to 8 weeks.

Linda Little made a motion to approve this in committee and send to full board, seconded by Patty Cox. Kevin Greenfield asked about the cost of the studies which is not to exceed \$18,000 and is included in the resolution. Motion carried 7-0.

***Probation Department***

***Macon County Board Resolution Approving Increase in Appropriations in the FY2013  
Probation Grant Fund for Juvenile Redeploy Illinois Grant***

Lori Long explained that the Justice Committee approved this resolution for consideration of the Finance Committee. It comes as a result of correspondence received from the Illinois Department of Human Services dated April 8 that because of the great job being done with the Juvenile Redeploy program in Macon County, they awarded us an additional \$12,410.00 in the current fiscal year. We have to spend it before the end of June which we will have no problem doing.

Keith asked what CRB non-salary was. Lori explained that it is the Community Restorative Board which is the community outreach portion of the Juvenile Redeploy program. The coordinator recruits volunteers from the community to work with kids and their families in restoring the harm that was caused by the youth's criminal activity. What they are looking at in non-salary is predominantly gas cards for volunteers who use their own vehicles and have never received mileage or gas expenses, supplies, incentives for juveniles to participate in the CRB program, and things of that nature.

Patty Cox made a motion to move the resolution on to the County Board with recommendation to approve, seconded by Susanna Zimmerman and the motion carried 7-0.

Linda Little commented that the reason that Lori gets to come to the committee with additional monies all the time is the same reason that Workforce Investment does. That is that these are very well run programs and the state recognizes that.

**CLOSED SESSION**

Motion to go to closed session for the purpose of discussion of Work Comp claim per State Statute Section 2 ( C ) (11) made by Linda Little, seconded by Susanna Zimmerman and motion carried 7-0

**RETURN TO OPEN SESSION**

**NEXT MEETING**

Monday, June 3, 2013 @ 5:15 p.m.

**ADJOURNMENT**

Motion to adjourn made by Linda Little, seconded by Patty Cox , motion carried 7-0, and meeting adjourned at 6:00 p.m.

Minutes submitted by Jeannie Durham  
Macon County Board Office