

FINANCE COMMITTEE MEETING
December 30, 2013
5:15 P.M.

MEMBERS PRESENT

Jay Dunn
Kevin Greenfield
Linda Little (arrived @ 5:17 p.m.)
Patty Cox
Susanna Zimmerman
Tim Dudley

MEMBERS ABSENT

Keith Ashby, Chairman

COUNTY PERSONNEL PRESENT

Amy Stockwell, Auditor
Carol Reed, Auditor's Office
Ed Yoder, Treasurer's Office
Lori Norfleet, Probation
Sheriff Schneider
Josh Tanner, Bd of Review, SofA, GIS
Judge Webber, Circuit Courts
Steve Bean, County Clerk
Mary Eaton, Recorder
Jeannie Durham, County Board Office

CALL TO ORDER

The meeting was called to order at 5:15 p.m. by Vice Chair Jay Dunn at the Macon County Office Building.

APPROVAL OF MINUTES

Motion to approve minutes of prior meeting was made by Kevin Greenfield, seconded by Tim Dudley and motion carried 5-0.

CLAIMS

Motion to approve the claims as presented made by Patty Cox, seconded by Susanna Zimmerman, and motion carried 5-0.

REPORTS

Audit Sub-Committee

Amy Stockwell reported that the sub-committee met Wednesday, December 4th for a pre-audit conference. The auditors will be showing up for the main portion of the field work starting January 10. Amy said they are working on getting everything as ready as possible before their arrival.

Auditor

Macon County Board Resolution Approving Application of the Decatur Public Building Rent Surplus and for Reduction in the Levy for the DPBC Fund

Amy Stockwell reported that this is the reclamation of the Building Commission's surplus from operations. It is a very big number – the biggest it has ever been. That is attributed to the good management of the Building Commission, but the O&M payment escalates at 6% a year which is a condition of the lease that was signed in 2006. Part of the reason the surplus increases is because inflation is less than 6%. This is a great development and we are happy to have that returned to the taxpayers.

Motion to approve forwarding to the Full Board with recommendation for approval made by Tim Dudley, seconded by Linda Little. Jay Dunn asked Amy what last year's was. Amy said last year was \$834,656 and said that they are also paying for the HVAC renovations in the LEC out of operations and that project is getting close to completion which is also good. The motion carried 6-0.

Macon County Board Resolution Accepting a One Year Proposal from A. J. Gallagher for Property and Inland Marine Insurance Coverage

Amy Stockwell reported that at Finance Chairman Ashby's request, a full bid was sought. United Fire and Casualty was the low bidder and they are being recommended as the new insurance company. The numbers presented at O&P were slightly lower. It was realized when looking at the various bids that they were insuring the property based on book value which is less than replacement cost. Great American was giving a value based on replacement cost. After going back to United Fire and asking for a bid for replacement cost, the number came in slightly higher than presented at O&P. This was disclosed at the O&P meeting that this was going to be done. The number on the resolution includes the higher values. A list of the property being insured is attached to the resolution and includes contents as well as property. A long list of Inland Marine coverage shows we have a lot of equipment. United Fire & Casualty is being recommended as the new carrier.

Motion to approve forwarding to the Full Board with recommendation for approval made by Patty Cox, seconded by Susanna Zimmerman, and motion carried 6-0.

Board of Review

Josh Tanner reported that commercial hearings will be held in January along with the rest of the residential hearings and that should close up the Board of Review's work. Jay Dunn said a printout had been submitted with hearing notices scheduled for January 8, 9, 15 & 16 and requested it be sent out to the board members. Josh said the 10th has also been added to the list and agreed that he would have it all sent out and invited the members of the committee to attend and see how the process works. He said there is also a PTAB hearing on January 14 if anyone would like to see how one of those works. Jay recommended everyone take time to sit in on one or two because the process is pretty interesting.

Josh reported that the Board of Review has ordered one appraisal so far this year and he thought there would be at least one more. For commercial property, it is becoming more and more necessary to win the cases at the state level. Evidence can be submitted from the SofA Office, but when it comes to testimony at PTAB, a certified appraiser versus someone who is not certified makes a difference. When evidence is submitted from someone with a long string of initials behind their name, it makes a difference.

Supervisor of Assessments

Josh Tanner reported that they have a vacancy in the office due to losing another person to Champaign County. That is the 2nd person that has been lost to them. Some interviews have been done and Josh said he hopes to have the position filled in January.

Kevin Greenfield asked if Josh was going through Workforce Investments and Robin McCoy for his hiring process. Josh said yes. Robin had posted it, taken the applications, done the pre-screening and then his office took over the final interviews. Kevin asked what the application deadline was. Josh said there is not a deadline. It is open until filled and this time of the year does not generate a lot of response. He said they would be putting an ad in the newspaper this Sunday. Josh said they have had good applicants, but because there were not a lot of them and they'd like to see more than 2 or 3 good applicants, they would place the ad. Kevin asked if they were losing people because of the pay. Josh said yes and explained that assessing is a unique field. You get new people either from another office which would be Township or County or you grow your own. We've been growing our own, but it is not cheap. It takes time and money and then they get scalped. You can't hire an appraiser because they make too much in private practice. You have to pull them in from trades and labor like cost estimators or the realty field, but they don't come pre-packaged with the right certifications. They come with basic knowledge and you have to sharpen it. It's only the field & the GIS tax mapping people that we are losing and that are so expensive to train. Other counties find it cheaper to buy them already trained.

Josh said the Township Assessors meeting had been held today and almost everyone was present. He felt it went pretty well and is hoping 2014 works out well. Jay Dunn asked if the newly elected Township Assessor for Decatur Township was present. Josh said he invited both and both were present and attentive. The meeting is technically for the 2014 year, but it is held in the 2013 term. It has to be held prior to January 1st.

GIS

No Report

Treasurer

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

Motion to approve forwarding to the Consent Calendar for consideration by the Full Board with recommendation for approval made by Patty Cox, seconded by Tim Dudley, and motion carried 6-0.

CITIZEN REMARKS – PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

Probation / Court Services

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

Lori Norfleet presented the resolution and explained that it was a fiscal year timing issue.

Motion to approve forwarding to the full board with recommendation for approval made by Kevin Greenfield, seconded by Linda Little and motion carried 6-0.

Circuit Courts

Macon County Board Resolution Approving Increase in Appropriations in the Circuit Court's FY14 Budget for Expenses Fees in Certain Appeals

Judge Webber presented the resolution. Kevin Greenfield said we have no choice but to pay. Judge Webber said no. This is the recurring matter of paying for the psychiatric examination of sexual dangerous persons. The Statute says the County "shall" pay the doctor's fee from the general fund. There is only one doctor, Dr. Killian from Champaign that does these evaluations.

Motion to approve forwarding to the full board with recommendation for approval made by Kevin Greenfield, seconded by Patty Cox and motion carried 6-0.

Sheriff

Macon County Board Resolution Approving Increase in Appropriations in the General Fund

Sheriff Schneider reported that this is a carryover from a grant. Money coming in that was a remainder from last year to this year.

Motion to approve forwarding to the Full Board with recommendation for approval made by Linda Little, seconded by Patty Cox and motion carried 6-0.

Workforce Investments

Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY13 & FY14 Budgets – Trade Adjustment Assistance Grant

Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY13 & FY14 Budgets – Rapid Response Grant

Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY14 Budget – Summer Youth Employment Program

Amy Stockwell presented and explained these are modifications and/or increases to grants and timing differences. She said that grants are incredibly complicated. With our fiscal year and the number of grants going through Workforce, it is quite an operation to stay on top of all of them.

Motion to approve forwarding all three resolutions to the Full Board with recommendation for approval made by Linda Little, seconded by Tim Dudley and motion carried.

Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY13 Budget for Grant Timing Purposes

This Resolution was pulled from the agenda.

Historical Museum

Macon County Board Resolution Approving Increase in Appropriations in the FY13 Budget

Carol Reed presented the resolution on behalf of the Historical Museum. She stated that they had previously presented a resolution which was passed by the Board that addressed the overlap of salaries between the new and old director when they were both on the job for about a month. Not addressed in that resolution was the fact that the outgoing administrator had several vacation days. This resolution addresses that and adjusts their budget for the additional \$2,810. Jay Dunn asked if there were any changes in the upcoming law that would address this type of scenario for vacation time or if it would be staying the same. Amy Stockwell said IMRF is changing for new employees, but not for existing employees. For new employees, after a certain date, unpaid sick days can no longer be put toward IMRF credit upon retirement. Jay said that this is for vacation days.

Motion to approve forwarding to the Full Board with recommendation for approval made by Patty Cox, seconded by Susanna Zimmerman. Kevin Greenfield asked if the policy needed to be amended to include that vacation days are to be used and not saved for retirement and if you don't use them, you lose them. Jay said that would be an issue for O&P to look into. He said he thought it was covered in the handbook. He said he didn't want to see the County get hit with a \$6,000, \$7,000 or \$10,000 vacation bill that was carried over for several years. He said that he feels like vacations are supposed to be used and they should use them. Patty Cox said she thought it was included in the handbook and only one week could be carried over. Amy said it is one week and with approval, one additional week. Tim Dudley asked if that was new employees. Amy said no. Lori Norfleet said that their FOP Contract allows for 12 days. Jay asked if the person leaving is selling \$2810 worth of vacation time. Carol confirmed. Jay asked if that was unique to the office or if it is allowed for any county employee. Amy said that she would like for O&P to look at the question of who approves time for Office Holders. In the case of Tom, Mary, Steve and Amy, as elected officials, time is not accrued, but in the case of office holders who are approving their own payroll, some system of review of accrued time needs to be established. That will probably have to be a case by case basis because of the different standing of each of those departments. Amy said it does raise a more general question. Jay agreed and asked Patty Cox to look into it. The motion carried 6-0.

County Board

Macon County Board Resolution Setting the Salary for Office of County Clerk Elected 2014 – 2018

Motion to approve forwarding to the Full Board with recommendation for approval made by Jay Dunn, seconded by Susanna Zimmerman. Linda Little asked when the Treasurer's salary would be addressed. Jay said it would probably be on the next Finance agenda. Linda asked if 7% would be the magic number for that one as well. Jay said he wasn't sure yet, he hasn't reviewed the research yet. Kevin Greenfield asked how the 7%, 7%, 3%, 3% were come up with. Jay said it was from a comparison of the other office holders and other counties clerk

salaries. The information was attached to the resolution. Jay said that as a result of research done from two different groups, he found that most counties pay all their office holders the same salary except for the State's Attorney which is set by the state. Kevin Greenfield asked if capping salaries at some point has ever been looked into. Jay said that he wasn't sure he was in favor of capping salaries and asked how long he wanted it capped. Kevin explained that with the employees, raises are given in small percentages, but if the workload increases, they get more money. He asked if the Office Holder workloads are increasing or is it pretty well the same year to year to year. Jay said that some officeholders have stepped up and taken on more responsibility and they have been rewarded for such by the board. Unfortunately, over the last 4 to 6 years, a couple of offices did not get brought up to the others. In past history, sometimes they've been frozen for 4 years, sometimes they've been increased. Jay said he would like to pay a salary that would attract people smart enough to run the office. Jay said a lot of it is politics. Kevin said that doesn't always happen. Jay said that not every office has the same responsibilities. There are offices with lots of employees and offices with few employees. Kevin said it is hard for board members to determine what is fair. He said he liked all the officeholders, but they are voting for the office and not the officeholder. Jay agreed. He said that the County Clerk job is very, very complicated with a lot of rules and the Election plus the Levy which is very complicated. Some of the other offices may not be that way. Jay said that he couldn't see the board changing the process unless an outside study were to be done. Kevin asked if there were outside stipends from the state as well. Steve Bean said the stipends have been promised for one more year. A commitment has been made for the upcoming year. Jay said that some of them have been cut at various times. Steve said that several offices have not been fully funded all of the time. Steve said that in 2008, the board gave the Recorder, Auditor, Coroner and Circuit Clerk a 15.9% raise of almost \$10,000. Two years later, the Treasurer, Sheriff and County Clerk got zero. Since 2008, the Recorder, Auditor, Coroner and Circuit Clerk have made almost \$45,000 more in salaries than the Treasurer and County Clerk. Jay said it is hard to say what is fair. Steve said that at one time, he made \$10,000 more than the Champaign County Clerk and today; the Champaign County Clerk makes \$20,000 more. Kevin said that 7% the first year and 14% over two years is quite a raise. Jay said he had talked to some of the board members on increasing it four years ago and they were not willing to do it. At some point, it needs to be brought up so that all office holders are set on the same salary. This takes care of it, not this year, but around the third year. If you really want to do an in-depth study on what each office should pay, it's going to take someone from outside to do a lot of evaluating. That will cost some money. Tim Dudley asked if Steve had declined a raise at some point. Steve said he had back in the early 2000's when there were financial problems. He said he had done it for two years and then they were frozen in 2002 @ \$58,295. The other offices were not frozen until 2004 when they were at \$62,447. When the county clerk salary came up for renewal, they were only raised to the \$62,447 that the other office holders... Any time they went out of balance before, it was always the same. In 2008, the board gave those office holders a 15.9% increase based on the Consumer Index for the four years they didn't get a salary increase. They jumped almost \$10,000 from \$62,447 up to \$72,040. We were frozen in 2010 and then received what the others did. Kevin said he was not arguing that Steve does an excellent job. His problem is that the private sector does not get raises like this. Steve agreed that the increases were high and it shouldn't happen that anyone gets a 15.9% raise. That is where the damage was done. Jay said he disagrees with

Steve's evaluation, but the committee's purpose tonight is to vote on the resolution in front of them. The motion carried 5-1 with Kevin Greenfield voting nay.

CLOSED SESSION

None

NEXT MEETING – Monday, February 3, 2014 @ 5:15 p.m.

ADJOURNMENT

Motion to adjourn made by Linda Little seconded by Susanna Zimmerman, motion carried 6-0, and meeting adjourned at 5:50 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office