

**FINANCE COMMITTEE MEETING**  
**Special Meeting – Budget Hearing #1**  
**August 11, 2014 @ 5:15 P.M.**

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

none

**COUNTY PERSONNEL PRESENT**

Lois Durbin, Circuit Clerk  
Amy Stockwell, Auditor  
Kathie Powless, Veterans Administration  
Josh Tanner, BOR, GIS, SofA  
Mary Eaton, Recorder  
Carol Reed, Deputy Auditor  
Kim Fowler, SofA office  
Jeannie Durham, County Board Office

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

Motion to approve minutes of prior meeting on 8/4/2014 was made by Patty Cox, seconded by Jay Dunn and motion carried with everyone voting yea except Linda Little voted present.

**Budget Proposals**

**Circuit Clerk**

Chair Ashby announced that he was pulling the budget proposal for the Circuit Clerk from the agenda.

Lois Durbin distributed a budget comparison from previous years for the Circuit Clerk's office. She said the numbers are actual numbers taken from the past budget books.

**Supervisor of Assessments:**

Josh Tanner reported that the requested 1% cut had been made and most of the cut came from equipment.

Chair Ashby questioned the travel expense line. Josh said they don't have a lot of travel. The travel expense is for 4 people in his office that have to maintain their CIL designation. The training is not normally local, so the money in that line pays for them to go to training. If we can do it in Springfield, we will, but the State offers it less and less. Keith asked if there were travel plans for next year. Josh said yes. Over a 4 year cycle, and the cycle starts this year, they have to have one class a year. The amount is relatively low because we try to stagger everyone out.

Keith asked about the equipment line and if there were plans for that. Josh said there were no specific plans, but every year, there's a need for something. Last year \$425 was spent. Josh said he tries to not spend anything until the end and hopes nothing breaks, but there's always some type of equipment needed. This year they hope to purchase a laser measuring device for large buildings. The roller measurers are not the best because you can be rolling along and get to a high number, but if you hit a rock, it resets the counter and you have to start over. The device is between \$300 to \$400.

Keith asked about line 4920, the Township Assessor line which is new. Josh said that this is a line requested by the outside auditor to receive funds. All the townships enter into a contract with the County Board for a fee schedule. If they either don't have an elected or appointed Township Assessor or if their Assessor fails to do their job, we go in and do it and then bill them according to the fee schedule that has been set up. Linda Little asked if we receive the funds. Josh said yes. This year has not been billed yet because we don't bill until we publish which should be at the end of this month. Once we publish, the bills will be sent out to those we contracted to do work with. This year was Whitmore-Oakley and Niantic-Harristown called because their assessor had some health issues that prevented him from completing. They called us midway through and we did that. Friends Creek didn't complete their work so they will be getting a bill they don't expect. A letter will go out prior to the bill. Keith asked if the billing was hourly. Josh explained that the fee is set up in the contract that was set up between the townships and the County Board. It was an hourly price that was pro-rated based on an incremental schedule. Kevin Greenfield asked if any were quadrennial years. Josh said that Whitmore-Oakley was. They will be billed and it will be collected in our Fy2014 budget. Kevin said that more than \$2,000 should be raised. Josh agreed and said that the townships don't usually look that far out and it usually a health issue or someone quits or they just don't do it, but he didn't want to overestimate income.

Linda Little made a motion to approve the proposed budget, seconded by Patty Cox and motion carried 7-0.

#### **Board of Review:**

Josh Tanner explained that the main change was that, at his request, the County Board took funds (\$10,000) from their line for appraisal research and increased the BOR line by \$10,000. The reason for that is that billing can become a hassle if we have to share ownership of the appraisal. It is easier for the BOR to make the decision if they need an appraisal as opposed to having to go to the taxing bodies and try to get participation. Jay Dunn said that the previous Chairman of the BOR, who is no longer there, seemed to have a reluctance, in his opinion, on getting these appraisals. He said his thoughts were that when some of these people appeal their taxes, they know the County is not going to fight and get an appraisal. He said that was why he asked the board to put money in the County Board budget so the appraisals could be done. If the SofA sees something that looks out of line, we should get an appraisal. The present BOR and Josh as SofA understand that line of reasoning so he said he had no problem with it.

Tim Dudley made a motion to approve the proposed budget, seconded by Susanna Zimmerman and motion carried 7-0.

#### **GIS:**

Josh Tanner explained that the requested 1% cut had been made and most of it had come from equipment.

Tim Dudley made a motion to approve the proposed budget, seconded by Jay Dunn and motion carried 7-0.

Kevin Greenfield told Josh he was doing a good job.

Amy Stockwell said that the geographic technology allows us to do a whole bunch of things in terms of tracking things. She asked Josh to explain about some of the things he had done. Josh said that they have become kind of a clearing house for a lot of the taxing districts because the training and the technology are incredibly expensive. One of the bigger projects was for the Mosquito Abatement District. They had a change in their board and leadership. They had never really mapped out where they were treating. They did the leg work and we did the technical side for them. He said they work closely with ETSB when it comes to addressing. They have worked with some of the rural fire protection districts geocoding some things that are not really addresses. They have done some of the field work for fire hydrants. They do maps for the State's Attorney's Office when they are prosecuting someone and they need a visual to show where things happened. A lot of work is done for other departments that does not get billed. Some of it happens as we get time, but we try to assist pretty much any department that needs that type of service because the equipment and the training are very expensive. We have also assisted with some training in ETSB when they hired someone recently. We try to make the funds go a long way and we try to assist as many departments as we can. Amy said that once one department is helped, then that becomes a layer in your maps and you get a more complete picture. Josh agreed and said that they hold all of the data and there have been times when the data created for one department has been used in another department. The risk map for FEMA was initiated out of GIS funds to redo all the flood maps. That information has been passed on to several entities to use. Wells that are now in the flood map have been cross referenced as potential hazards. A couple of mitigation projects where homes or developments that probably should never have been built were have also been done. We assist EMA when they are applying for grants to try to mitigate those hazards. Jay asked about the GIS fund balance going down every year and about some additional fees. Josh said the fees had just been increased. He said the Recorder has run some reports that will be looked at toward the end of the year. It is hard to tell because the fee didn't go into effect at the same time as the revenue cycle, but next year there should be a better picture of how long the funds will last with the increased fee. A lot of it depends on deeds being recorded. That is where it is generated. If the economy picks back up, it should be all right, but at the present, more is being burned out of the fund than is being brought in.

### **Veterans Administration:**

Kathie Powless explained that the travel line went up by a good bit because Greg Collins who is Kathie's assistant is now accredited. He will have to have the same training as Kathie now in order for both of them to stay accredited. Next year the training is in Appleton, WI. The good news is that in 2016, the training will be done at the Decatur Conference Center so there will be no travel or lodging.

Dues went up by \$45 because of Greg's accreditation.

Equipment maintenance was dropped \$200 because of the need to replace the 5 year old computers with new equipment.

Line 8200 was dropped \$1,000 to try to make up for everything else.

The levy is not being increased.

Chair Ashby asked about line 7180, EDP. He said \$990 was spent in FY13, nothing in FY14, but \$3,000 was budgeted in FY15. Kathie explained about the lack of vendors for VA programs. She said they have 40 gig of information that needs to be migrated into a new program. They had found a vendor in CA they thought would be wonderful and they were willing to do, but they wanted \$35,000 so they had to cross them off the list. There is another

company that is willing to take on the project, but they will only migrate 15 gig and it will be their choice, not ours, what will get moved. That would be wonderful if we could pick so the vets with the most information would be the ones migrated, but they don't want to do it that way. We are probably going to have to go with them just so we have off-site storage and not on our servers. Some vendors have servers that will stay with us. That's the same boat we're in now and we don't want that. We want it off-site so we can go to nursing homes, for example, and still tap into the files and see what's going on. Right now, we can't do that, but if our storage is off-site, we could. This company would charge \$1,365 for them to take us on and then there would be an additional amount for the storage of the 15 gig they migrate over. If the costs get to be too much, we will consider the capital projects fund, but hopefully, we can take care of the migration ourselves. Kathie said that is how they did it the first time, but they had gotten ahead of themselves, doing everything like they were supposed to do following the program as directed and now they are 40 gig into it and can't migrate anywhere else. Jay Dunn asked if Kathie had talked with Josh. Kathie said they had talked some and Josh is on the list to come and talk with them to see if they could figure out a way to back up differently. Kevin Greenfield asked if this is something that they planned on doing this year. Kathie said yes, it has to be done because it is getting critical.

Keith Ashby asked about the 8200 line that had been dropped \$1,000, but nothing has been spent out of it yet. Kathie said it was dropped \$1,000 to take the heat off the rest of it. Keith asked if it could be dropped any more. Kathie said she could do \$500 more. Keith agreed.

Jay Dunn made a motion to approve the proposed budget with the change, seconded by Linda Little and motion carried 7-0.

**CITIZEN REMARKS – PUBLIC COMMENT** - None

**OLD BUSINESS** - None

**NEW BUSINESS** - None

**CLOSED SESSION** - None

**NEXT MEETING** - Monday, August 25, 2014 @ 5:15 p.m. (2<sup>nd</sup> Budget Hearing)  
Tuesday, September 2, 2014 @ 5:15 p.m. (next regular Finance Committee meeting)

Amy Stockwell informed the committee that her office has additional material for the books including the Sheriff supplemental material and they are waiting on confirmation from Workforce. She said that pages to insert into the books should be available by the end of the week.

**ADJOURNMENT** - Motion to adjourn made by Jay Dunn, seconded by Kevin Greenfield, motion carried 7-0, and meeting adjourned at 5:45p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office