

## **FINANCE COMMITTEE MEETING**

**September 2, 2014**

**5:15 P.M.**

### **MEMBERS PRESENT**

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

### **MEMBERS ABSENT**

Tim Dudley

### **COUNTY PERSONNEL PRESENT**

Pat Berter, Probation Director  
Amy Smith, Probation Dept  
Amy Stockwell, Auditor  
Ed Yoder, Treasurer  
Carol Reed, Deputy Auditor  
Josh Tanner, Bd of Review, SofA, GIS  
Bruce Bird, Highway Dept  
Mike Baggett, State's Attorney's Office  
Jeannie Durham, County Board Office

### **CALL TO ORDER**

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

### **APPROVAL OF MINUTES**

Motion to approve minutes of prior meeting (August 4, 2014) was made by Patty Cox, seconded by Linda Little and motion carried 6-0.

### **CLAIMS**

Motion to approve the claims as presented made by Patty Cox, seconded by Jay Dunn, and motion carried 6-0.

### **REPORTS**

Chair Ashby announced that the State's Attorney's report would be moved up on the agenda.

#### **State's Attorney**

#### **Macon County Board Resolution Approving Increase in Appropriations in the State's Attorney's Budget for Forensic Mental Examination Expenses**

Mike Baggett explained that this is just like the ones seen last month and earlier in the year, these are bills that are due and payable by the County pursuant to the Sexually Dangerous Persons Act. Anytime the State's Attorney files a petition, the court is required to appoint two qualified evaluators. The County is on the hook by law to pay for the services of those evaluators. This is for two of the most recent invoices that the State's Attorney's Office has received regarding three separate cases.

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

### **Macon County Board Resolution Approving Amendment in State's Attorney's Teen Court Budget to Reflect Additional Revenue**

Mike Baggett explained this is a clean-up. Notice was received from the State that at the end of the State's fiscal year, there were additional funds available for Teen Court through the Juvenile Redeploy Grant. This would accept the additional funds and appropriate them in order to pay some expenditures that have already been incurred.

Kevin Greenfield asked if this could be carried into next year's budget. Mike said normally yes, but in this case, no. There is about \$2,200 that has already been spent on a contractual line that if we don't allocate this money there, we will have to pull money from other accounts within Teen Court, so it is basically a wash. The money has already been spent on contractual services and this is going to cover that.

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

### **Macon County Board Resolution Amending the State's Attorney's Child Advocacy Center Budget for Fy14**

Mike Baggett explained that this is a similar situation as the Teen Court Resolution, but a smaller amount. At the end of the State's fiscal year, notification was received that an additional amount would be received. This is for the acceptance of the additional revenue and appropriation of it so it can be spent on supplies.

Motion to approve forwarding to the full board with recommendation for approval made by Jay Dunn, seconded by Patty Cox. Linda Little asked about since this is Safe From the Start grant money, if it could still be used for supplies even though that program is no longer provided. Mike said yes, the Director at the CAC said this is to allocate the money for supplies that have already been purchased and used. Motion carried 6-0.

### **Macon County Board Resolution Approving Participation And Support of Intergovernmental Law Enforcement Officers In-Service Training Act - Public Act 82-674**

Mike Baggett explained that this is a resolution on behalf of the State's Attorney's Office, the Coroner's Office, the Sheriff's Office and the Probation Department in respect to the LETAC which is the Law Enforcement Officers In-Service Training Act. LETAC was reorganized by the State. This is an in-service training program for different law enforcement agencies that has been ongoing for years that our departments have all been involved in. As part of the reorganization, this resolution would allow us to continue to be involved with the newly organized LETAC group.

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

***Audit Sub-Committee*** No Report

***Auditor***

**Macon County Board Resolution Approving Right of First Refusal with Millikin University for Potential Conduit Financing Bond Issue**

Amy Stockwell reported that the Millikin CFO, President & Attorney present tonight to answer questions if there are any. Macon County has done conduit financing for Millikin on at least 3 previous occasions where we use our bonding authority & Millikin determines the issue and bears all the risk. They are working on a new plan and believe that they will have a bond issue before the end of this calendar year and want to maintain their position as first on our list of people who want bonding authority out of our \$10 million cap. This resolution puts them first on our list and receives a deposit that they have proposed for that privilege. Keith Ashby asked if the deposit was \$15,000. Amy confirmed.

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

**Budget Presentation**

Carol Reed explained that the budget is comprised of parts of 3 different budgets; the Auditor's Office, the HR Department, and part of the insurance fund. Those three pieces make up the whole thing.

Salaries are contractual for union members. The Print Shop Operator had been included, but will be going away next year since that is going to the County Board now. There are 5 employees on the hospitalization.

The EDP line has been increased by \$4,400 to cover a new server. This will be for the operating system and any other services that go along with that. On the Equipment line, 9040, there is \$8,000 for a new server. The current server is from 2008, which is about 6 years old. By the time we move forward, it will be 7 years old and we've been told that that is pushing it. So that explains the extra EDP & server costs.

Everything else is pretty much on an even keel in that budget.

**HR Budget**

HR Manager has been reduced by \$4,000. The HR Manager has now taken over the workers comp administration which Carol formerly did. Part of her salary is being paid from the insurance fund (fund 11).

This EDP line has been reduced also. Last year the People Track, Human Resource software was initiated. So, this year there is only ongoing maintenance for that.

Fund 11 Insurance Budget— Insurance takes cares of the program maintenance including part of the person's salary that does the health insurance benefits from the Auditor's Office. The Workers Comp Administrator is also the HR Manager. The combination of those two is her

salary. That is reduced for next year since part of Carol's salary no longer comes out of there. One person's insurance comes out of there.

Line 6011 – Unemployment is what is paid quarterly. Being self-insured for unemployment means we have to file quarterly reports. It is running quite a bit below budget this year, but you never know. It comes and goes and we want to be sure we have an adequate amount. So, it is unchanged from last year.

Chair Ashby asked if the overall reduction is about 1%. Carol said the overall reduction is about 1%. Each of the 3 budgets have gone down in total by \$39,137. The Print Shop salary was \$32,952. That is a reduction of about 1.1%

Linda Little asked for explanation of the FY14 Work Comp budget when there was \$21,000 less allocated for admin and for FY15, there is only \$8,000. Carol explained that part of that was her salary which is being taken out and the new person's is put in. Also a study was done and it is felt that it is not taking as much of a person's time so they tried to put the HR salary and this one together and tried to determine how much time was spent on one or the other. There is a reduction there. Linda agreed and asked about the Chief Deputy salary for next year at \$20,000 more than for FY14. Carol said yes and part of that is the split between the self-insurance and that one. The Chief Deputy salary went up there but was reduced in the 011 line. Part of the Chief Deputy salary gets restored to the Auditor's Office for next year because that person is not doing work for Workers Comp. So that one went up and the Workers Comp went down. Linda said it doesn't look very even. Carol said that part of it is spread up to the HR Manager which went down also. Linda asked how much of an overall increase the HR Manager was getting this year. Carol said it will go from \$44,000 to \$48,000. Carol said they also allowed for some overlap in the Chief Deputy's salary. That person will come in at a little higher level than a beginner would. Linda asked if that was a 9% increase for the HR Manager. Carol said it will go up some because of the additional duties because she is taking on the Workers Comp. That one went up some, but overall they went down. Linda repeated that the HR Manager would be going from \$44,000 to \$48,000 which is about a 10% salary increase. Carol confirmed. Keith added that she would be taking on extra duties. Linda asked what those were. Carol said workers comp. Linda asked if that was the \$8,000. Carol said yes, that \$8,000 plus the \$40,000 is \$48,000 and right now, she is only coming out of the \$44,000 line and now she will be coming out of two lines. Linda asked if most of the savings is because the print operator is no longer in the budget. Carol agreed saying the print operator salary was \$32,952 and the salary reduction overall is \$35,876. Amy stated that it is a reduction of 1% plus the loss of the print operator. Carol clarified saying that the total salaries of \$35,876 minus the print shop \$32,952 is a \$2,924 reduction.

Kevin Greenfield asked if a new Chief Deputy had been hired yet. Carol said that as of today an offer had been accepted and the new person would probably start in a couple of weeks.

Keith asked if the telephone line, 7115, takes care of one period. Carol said it went down \$300 based on the run rate for the past year.

Motion to approve forwarding the budget proposal on to the Finance Committee Budget Hearing was made by Susanna Zimmerman, seconded by Patty Cox and motion carried 6-0.

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

Josh Tanner reported that the BOR starts their hearings in October so the notices will go out in this Sunday's paper. They will take appeals for 30 days and then begin their hearing shortly thereafter. They already have almost 200 appeals for this year and by next week, they will have heard all of them. They've gotten through what we have so far, so whatever comes in will be taken care of in October and the first part of November.

Jay Dunn asked if the appeals are up, down or staying the same. Josh said it is hard to say. Most of the appeals that came in were the result of the Title Companies starting to advise people. Josh said he thought this was probably a pretty good idea. When a house is bought for significantly less than it is assessed for, people come in and appeal. Those are pretty straight forward. The meaning of significant difference varies among people. Most of them have been that and those are pretty easy for the BOR to make a decision. There have been very, very few commercial appeals. Less than five. It is mostly residential.

### ***Supervisor of Assessments***

Josh Tanner repeated that they publish in Sunday's paper.

***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 with recommendation for approval made by Jay Dunn, seconded by Patty Cox and motion carried 6-0.

**CITIZEN REMARKS – PUBLIC COMMENT** None

**OLD BUSINESS** None

### **NEW BUSINESS**

#### **Court Services / Probation Department**

#### **Macon County Board Resolution Amending the Probation's Fy14 Budget**

Pat Berter explained that right now, they received information from the State of Illinois that they received for Courts Grants in Aid for FY14 and amount of \$103,117 and for Pretrial an amount of \$8,274. A support staff member resigned creating a savings of \$9,500 which will be put into the contractual line to help pay for the juveniles being detained in the Juvenile Detention facilities. With that being said, \$102,008 additional revenue is also being requested to cover the continued overages for the youth being detained in the Peoria Juvenile Detention Facility and Champaign County Detention Facility. Last month alone, \$59,237 was spent to house individuals in both Peoria & Champaign Counties. This is the worst year ever

experienced as far as housing individuals. The number of youth detained last month was 16. Bed space for 5 individuals is contracted for. Usually, the average is 5 to 8, but this has been a bad year. Pat explained how he came up with the projections to cover possible charges through November 30. He said he took an average of 12 individuals a day to come up with the \$43,000. He said he was hoping that as the year continues, he will be able to find some savings, but feels he must ask for additional funding right now. Keith Ashby asked what the additional charge was per juvenile per day. Pat said around \$80 a day and with the overages depending on the individual, it could be anywhere from \$115 to \$120 and then the additional transportation costs have to be added in. Last month, the overages were around \$32,000. Kevin Greenfield asked if there was a late fee in paying that. Pat said he contacted the Director of Peoria County Probation. Every quarter we pay \$52,000. This last quarter, he was sent half, \$26,000 and Pat said he told him he was looking at the budget and coming to the Board for ideas and to see what we could do. Linda asked if the resolution had been through Justice. Pat confirmed that it had. Amy Stockwell asked Pat to relay information that he had shared with the Justice Committee about the crimes the juveniles are charged with and what the average was. Pat said that currently there are 10 individuals in custody. They are in there for possession of handguns, aggravated unlawful use of a weapon, murder, aggravated robbery, aggravated kidnapping, armed robbery, attempted murder, and predatory sexual assault. The kids that are in there belong in there. They are not being housed for truancy, retail theft, or anything like that. These are serious charges. Kevin Greenfield asked if they would get transferred to DOC. Pat said yes, once they're convicted they go to IDJJ. Kevin asked how long it takes to get them convicted. Pat explained that the problem is that a lot of them are in for adult charges and the adult system takes a little longer. Amy Smith, Juvenile Supervisor, added that it takes about a year. Jay Dunn commented that the number is actually down from about 16 or 20. Pat confirmed and said that last month the average was 16 and the most they've had so far has been 21. There is also a Home Detention Program and an Electronic Monitoring or GPS Program, but not for these individuals. We don't want them out.

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

### **Macon County Board Resolution Approving Revenue in the Probation Grant Fund for Juvenile Redeploy Illinois Grant**

Pat Berter explained that they had received the grant again this year FY15 in the amount of \$328,050. This is a grant timing issue and the money that is in there will have to go to 2014 to make sure that the services within the program are being paid for.

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

### **Highway Department**

### **Macon County Board Resolution Appropriating Funds for the Hickory Point Township Spacemark Road Project**

Bruce Bird explained that this is a project off of Route 51 about 2 miles north of Forsyth where a new entrance and turn lanes are being put in. This is set aside money from the state and is

100% state funded. The project has been let and the appropriation is for the amount of \$723,438. Bruce said they would get a check from the state for 95% of the total in about 2 weeks and the final 5% will have to be billed back to the state.

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

### **Macon County Board Resolution Appropriating Funds for the 2009 Progress City Landscaping Project**

Bruce Bird explained it took the state 5 years to bill us for the match on this work. It is just under \$36,000 out of Progress City funds and it will be reimbursed 100% by Richland Community College.

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

### **Macon County Board Resolution appropriating Matching Funds for Section 14-00233-01-BT, the Baltimore Avenue MTZ Pathway Project**

Bruce Bird explained this is for our match for construction. This will be for building a path from the intersection of Baltimore and Harryland Road north up to Lost Bridge. Where the bridges were put in with the two paths on the side will daisy chain and connect all that together. Federal funds for the construction that were awarded will cover 80% and this is for the 20% match for that project. Kevin Greenfield asked where the path went after it hits Lost Creek Road. Bruce said that they were going to be reconstructing Baltimore from Lost Bridge up to 36 in probably two years. There will be a path as part of that project too. In 3 years, you will be able to go all the way up to Route 36 and open up that whole neighborhood from Lost Bridge up to 36. Kevin asked if there was a long range plan that tied it in somewhere. Bruce said yes, as part of an ongoing feasibility study where it also turns at Lost Bridge and goes west down Lost Bridge all the way up to the intersection of Country Club and Lost Bridge. He said they are still looking at getting construction funds for that, but that last connection there will physically connect it to the path that loops around the Nelson Park Basin and then also into the City of Decatur.

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

### **Macon County Board Resolution Appropriating Matching Funds for Section 14-00267-00-BI, the CH 24 Reas Bridge Road Bridge Repair Project**

Bruce Bird explained that this is to cover the engineering expenses of \$58,500 to do the investigation of the bridges and the plans. This is just to repair the bridges, not to replace them. It would be pretty expensive to replace them. They are on the alignment of the Beltway. If you are looking at the replacement with the Beltway standard, it is about \$20 million. We need to get some more life out of the existing bridges. They already have a weight limit on them. They are on the verge of some severe restrictions and we need to fix them before we get to that point. Jay Dunn asked if this is just to find out how much repair we

are going to need. Bruce said yes and they would also put together a set of plans. This is not for the construction; this is just for engineering work.

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

**CLOSED SESSION** none needed

**NEXT MEETING** – Monday, September 8, 2014 @ 5:15 p.m. – Budget Hearing #3

**ADJOURNMENT**

Motion to adjourn made by Patty Cox seconded by Jay Dunn motion carried 6-0, and meeting adjourned at 5:45 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office