

FINANCE COMMITTEE MEETING
Special Meeting – Budget Hearing #4
September 11, 2017 @ 5:15 P.M.

MEMBERS PRESENT

Kevin Greenfield
Jay Dunn
Patty Cox
Debra Kraft
John Jackson
Greg Mattingley
Tim Dudley

COUNTY PERSONNEL PRESENT

Dave Ellison, Public Defender
Bruce Bird, County Highway Engineer
Mike Day, Coroner
Carol Reed, Auditor
Dianna Heyer, Health Dept Administrator
Sheree Zalanka, Health Dept
Jeannie Durham, County Board Office

MEMBERS ABSENT

CALL TO ORDER

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

APPROVAL OF MINUTES

Motion to approve minutes of prior regular finance committee meeting on 9/5/17 & budget hearing meeting on 9/6/2017 was made by Ms. Cox seconded by Ms. Kraft and motion carried 7-0.

Budget Proposals

Coroner:

Mr. Day explained that he had been able to make the 6.2% requested reduction. The changes are in the coroner's fees which have been increased by \$427 to \$24,000. He said they may or may not have as many fees coming in this year. Reimbursement was received from the State on autopsies done on female inmates, but not on male inmates. He said they are still working on that. Deputy Salary line 5410 was increased to reflect a 2% increase of \$929 to make that salary \$47,346 in line with what is anticipated for the union people. The Clerk Stenographer salary was raised 2%. This is the union employee for the office. That is a \$454 increase to make that salary \$23,114. The funds to increase these lines and to decrease the total expenditures will come from the autopsy medical line 7295 and reflects a decrease of \$16,924 to \$37,506. That brings it to a total of \$211,380 which is in line with the reduction request.

Ms. Cox asked where the funds would come from if the autopsy line runs short. Mr. Day explained that the line pays for autopsies, toxicology, transportation related issues, etc. Under State Statute, these things have to be funded so if there are no funds, the general fund is obligated under state statute. There is no other money in the budget that has discretionary capability in the budget.

Mr. Dudley made a motion to forward the proposed budget on to Display, seconded by Mr. Mattingley, and the motion carried 7-0.

Public Defender:

Mr. Ellison explained that he had included two budgets, budget A & budget B. Budget A has a \$33,000 cut which is approximately of what the County Board is requesting. Budget B has the full cut. The difference between the two budgets is that in B, the full cut would eliminate the conflict attorneys and \$1,500 out of the line for fitness examinations. Other differences from last year to this year are in the equipment line where a payment is dropping off. The hospitalization line is also down. The other main difference is in the Assistant Public Defender fees where one person has been dropped out of the office. \$10,000 in raises was distributed among 4 people who have absorbed those extra responsibilities. He explained that they are trying to become a little more lean in the office. Those cuts have already effectively been made. If consideration is given to this year's budget and the money that will be saved this year. If that money is added to the money that is being cut from next year's budget, the 6.2% cut would be made. Mr. Ellison said he is asking for Budget A approval.

Mr. Dudley asked what drawbacks would be seen in the office if Budget B is passed rather than Budget A. Mr. Ellison said the major drawback for the office would be that the conflict attorneys handle a minimal load, but are there as an insurance policy. There are so many shootings and murders that have happened recently that are intertwined, so the person that is a victim one day becomes the perpetrator the next day. If he has an attorney assigned to him for a crime, that takes one of the defense attorneys out. If that goes on and there are not conflict attorneys, the court would have to appoint a private attorney at a minimum of \$125 an hour if not more. You are looking at huge costs if the conflict attorneys are cut. This is the way of managing the budget. There are two extra people to help minimally with the daily load, but more importantly, when major things come up and more than just the attorneys that are in the office are needed, it keeps us from having to go to outside attorneys. Chairman Greenfield asked how often this happens. Mr. Ellison said they have conflicts right now in one of the murder cases. It happens, not a great amount of time, but conflict attorneys are used from time to time. It is the conflicts and the extra body it gives as a licensed attorney that is really needed sometimes. There is now a case where one of them is going to have to be brought in because there are too many juveniles in one case. There are 4 juveniles in one case. There is only one person in the office that handles the juvenile delinquencies. That means there will be need to bring in a couple of other guys in the office plus a conflict attorney to handle that. You're talking 20 to 30 hours and the cost to the county can progress rather rapidly. Mr. Dudley asked about what if there were one fairly long murder case that a private attorney would have to be hired for and how quickly the savings from the elimination of the conflict attorneys would be soaked up. Mr. Ellison said that in a major murder case with multiple defendants, it will be 2 to 3 weeks just in trial time plus double that time in prep time. It is not just the trials, but also the preparation for the trial, interviewing clients & witnesses, reviewing the transcripts and police reports and then if someone comes back for an appeal, it all starts all over again. Those are the types of things having conflict attorneys can prevent.

Chairman Greenfield said that if their good friend Jon Baxter could be there, he would be pushing for budget A, and because of that, he would make the motion to pass Budget A on to Display, seconded by Mr. Dudley who said he thought it is just a good insurance policy, the motion passed 7-0.

Highway Department:

Highway Fund -

Mr. Bird explained that the biggest highlight in the revenue section is the decrease in miscellaneous receipts of \$670,000 which is the road use money from the windfarm that was received this year, but will not be received in subsequent years. Under expenses, the subtotal line for the salaries show a decrease of \$3,200 less than last year's budget. The building maintenance line has been decreased due to the Building Commission taking over ownership and maintenance of the building. Contingent expenses has \$685,000 less, also due to the road use agreement windfarm money. The one increase, construction projects, \$475,000 is for a project that is scheduled for next year. That is money that is in the balance, but every year as we go through the budget, other expenses pop up. He said they would keep an eye on what is in the budget and will do a project if it can be afforded.

Chairman Greenfield asked what they had taken out of the windfarm money. He said they had talked about leaving so much in highway and then move some around. Mr. Bird said he thought it was \$300,000.

Matching Fund –

Proposed revenue from the State of Illinois is \$4 million. That is for the connector road project. It doesn't look like that will happen this fiscal year, so it was kept in the FY18 budget. Mr. Bird said he was pretty certain it will get done next year. On the expense side, payment of other share is sitting there for the project next year. Again, that project will be money in / money out – paid 100% by the state.

Motor Fuel Tax –

Revenues were tweaked so it would follow more in line of what the actual receipts were. Expenses line 9020, project expense has a balance that has built up and there is a project targeted for next year and as long as the receipts keep coming in the way they are from the state, the plan is to do a project with that next year.

SB97 –

This is township MFT. It is kept there and is money in / money out.

County Bridge –

This is the 3rd of 3 county levies. Revenues did not change. Expenses are \$50,000 less because of the way the funding for bridge projects has come in. This depends on how the projects go.

State Township Bridge –

This is the fund that has not changed more than \$4,000 - \$5,000 in the 18 years Mr. Bird has been County Engineer. It sits at right around \$165,000 to \$166,000 a year and that money goes toward township bridge projects. An amount is budgeted for some engineering work to be done this year. A bridge isn't planned, but if there are some that can be moved up that is why that money is sitting there. Mr. Bird explained how this works. The money is sitting there. It is reserved for us to use. Once a project is let, the state sends a check for 80% of the project. We split the match with the township. Each of us pay 10%, but we don't see this money until the project is let and built.

Progress City –

We always keep an amount in there in case there is any work that needs to be done out there. Since this is an odd year, we probably will not be doing any, but that depends on what Richland can do on their end, at least as far as fundraising. The reason that is done is that we built the original grounds out there, so all of the roads out there are county highways. For it to be a public road and be eligible for any kind of public funds, they have to be a state, county, township, or municipal road or street.

Mr. Mattingley made a motion to forward the proposed budget on to Display, seconded by Mr. Dunn, and the motion carried 7-0.

Health Department:

Ms. Zalanka explained that department revenue for FY18 is \$6,131,000 and department expense is \$6,123,000 leaving a net of \$8,826. Overhead expenses have run for the last few years at about a 16% indirect overhead administrative cost.

Ms. Heyer explained that the budget contains an increase in payroll to be given through performance evaluations to be done in the fall. Three years ago, a survey had just been done of other local health departments comparable in size to us. We were up to 25% lower than other health departments of similar size. The goal of the board has been for the last 3 years to try to bring the salaries up comparable to other health departments because so many staff members were being lost. FY18 budget represents the 3rd year in the plan to increase MCHD salaries. She said that they had also been able to rehire for certain positions that were not filled because of the state budget and the uncertainty of receiving grant funds. The writing was on the wall three years ago as far as the state budget and so Ms. Heyer said they were very careful and cautious to think about how positions could be done differently, how things could be combined and as people left, they did not rehire. That is why there is the reserve that is there. She said they have been very diligent to be very careful about that. Ms. Heyer said when she started those three years ago, there were 102 people and they are now down to 82. That is another reason why there is the kind of revenue this is right now. A current open part time dentist position will not be filled in the near future.

Ms. Zalanka said the state budget makes the budget process somewhat challenging. Most of the FY18 contracts have been received. News about an increase to the Local Health Protection grant was just received. That is not accounted for in the budget because it was not known about at the time. That grant covers some of the core services. The increase was \$28,000. She said about \$8,000 more needs to be added to revenue because she did have to guess a little on the revenue. There will not be any additional expenses to go with it.

Some FY17 payments on state grants is still being awaited, but an email saying they are just stuck in the comptroller's office was received. That payment should start flowing through soon.

The Health Fund Balance is currently is at \$4.2 million. This budget shows the department averaging about \$510,000 in expenses per month. That indicates that because an appropriate working operational fund budget balance should average between \$1.5 and \$2 million annually, this would give 3 to 4 months reserve in case the funding starts coming through.

The department has operated short staffed for the last three years and that is the main reason the Health Fund Balance is where it is today. In early 2016, the balance actually did go down to

\$1.3 million and at that time state payments were not being received. That is why it is believed that it is necessary at this time to keep a larger Health Fund Balance in place because of the severe uncertainty at the state level. Ms. Heyer added that this is one of the big reasons they had lost so many RN's & Social Workers. We had to keep saying that we were not getting paid. A number of them left because they were thinking that they could go work for someone that does not pay through grants and get paid a lot more. A number of RN's & Social Workers were lost, primarily to the hospitals. In moving forward to FY18, some of the expenses being looked into are electronic health records, digital signage, trading in departmental vehicles for the Environmental Health staff and further working to make sure the salaries are comparable with other Health Departments. She stressed that they had to be able to keep a competent staff on hand, especially if they were to have to deal with an emergency. Many of the Health Departments across the State of Illinois have been so severely impacted by the state budget crisis that a number of health professionals, RN's primarily, with years and years of experience have been lost. If we were to face a public health crisis, there will be difficulty finding enough people to pull together to do the job. We have got to be competent in our staff.

Chairman Dunn asked about the increase in the money management line. It is going from \$68,000 to \$103,000. Ms. Zalanka said there is nothing new going on in that division. It is shifting of some salary between Starting Point programs. There was some restructuring of hours and duties within that department. Mr. Dunn clarified that they are not taking on more caseloads. Ms. Heyer confirmed that they are not. In every department, every supervisor was told to look at everything they do and how they do it and look at how it can be done differently. That is taking place in every department.

The tax levy being requested is the same as last year.

Mr. Dunn made a motion to forward the proposed budget on to Display, seconded by Mr. Jackson and the motion carried 7-0.

CITIZEN REMARKS – PUBLIC COMMENT - None

OLD BUSINESS - None

NEW BUSINESS - None

CLOSED SESSION - None

NEXT MEETING - September 18 – Budget Hearing #5
(Sheriff / Jail, EMA, Animal Control, Mental Health Board, Treasurer)

ADJOURNMENT - Motion to adjourn made by Ms. Cox, seconded by Mr. Jackson, the motion carried 7-0, and meeting adjourned at 5:40 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office