

FINANCE COMMITTEE MEETING
July 2, 2018
5:15 P.M.

MEMBERS PRESENT

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

COUNTY PERSONNEL PRESENT

Ed Yoder, Treasurer
Lt. Jim Root, Sheriff's Dept / EMa
Lt. Kris Thompson, Sheriff's Dept / jail
Carol Reed, Auditor
Bruce Bird, Highway Dept
Josh Tanner, S of A
Rocki Wilkerson, Workforce
Howard Buffett, Sheriff
Judge Webber
Pat Berter, Probation
Jeannie Durham, County Board Office

MEMBERS ABSENT

CALL TO ORDER

The meeting was called to order by Chair Greenfield, at the Macon County Office Building.

APPROVAL OF MINUTES

Mr. Mattingley made a motion to approve minutes of the 6/4/18 meeting, seconded by Mr. Jackson and the motion carried 7-0.

CLAIMS

Motion to approve the report of the finance claims made by Ms. Cox seconded by Ms. Kraft and the motion carried 7-0.

REPORTS

Audit Sub-Committee –

Ms. Reed reported that there is now a complete audit for the last fiscal year. It has been delivered within the last couple of weeks. The Audit Sub-Committee just met with Cathy Mansur from May, Cocagne & King who did the audit. Copies of the report along with a management letter with comments and a two page list with highlights of things you might want to look for in the Audit Book. Ms. Reed said it will be presented to the full county board next week.

Ms. Mansur, partner at May, Cocagne & King, reported that the audit was started in late January. All of the funds, departments and locations were audited and then the report was issued. The Audit opinion was a clean opinion. The financial statements are presented in accordance with Generally Accepted Accounting Principles. A Single Audit was done. This is an audit over federal program compliance with those requirements and reports have been issued on those. Those are also clean opinions. Ms. Mansur expressed appreciation for the county using a Decatur firm and offered to meet with and speak with anyone that might have questions.

Auditor – No Report

Board of Review

Mr. Tanner reported that he had contacted the state and they will offer the Board of Review exam on July 16th. They will come here and administer that. We provide the place. There are a couple of people already signed up to take it. He expressed hope that he would have someone for the board to approve for the Board of Review appointment after that.

GIS –

Mr. Tanner had no report

Supervisor of Assessments –

Mr. Tanner had no report

Treasurer

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

Mr. Dunn made a motion to forward the resolution on to the Macon County Board Consent Calendar agenda for the Thursday, July 12, 2018 board meeting, seconded by Ms. Cox, the motion carried 7-0.

Macon County Board Resolution Approving Increase in Appropriations in the Treasurer's Office

Chair Greenfield asked Mr. Yoder to explain. Mr. Yoder said that when the new budget got approved, there was extra money put in the part time line and zero put in for the Chief Deputy. He said he has used about everywhere he could in the budget and it is now down. To carry the budget through the rest of the year, the health insurance does not change, but was not in the original FY2018 budget for the Chief Deputy. That is \$9,804 and the balance to carry through the rest of the year would be as indicated in the resolution. Mr. Greenfield asked if the \$35,428 would carry through the rest of the year. Mr. Yoder confirmed.

Mr. Jackson commented that when they had the budget, the Chief Deputy had not been hired at that time; he asked Mr. Yoder if that was correct. Mr. Yoder said the new Chief Deputy had been hired prior to that time, the November 9th meeting. Mr. Jackson said they had allocated extra overtime and that Mr. Yoder had said that would be sufficient. It was after that that Mr. Yoder had told the committee members that he had given the bonuses to offset the salary that had been saved as a result of the retirement. Then it was sprung on the committee members that Mr. Yoder had hired this person. Mr. Yoder said the person was hired prior to the final budget in November and he had carried forward approximately \$7,800 into the next year's budget. It had nothing to do with the bonuses. Ms. Kraft said she would beg to differ. She said she would not dispute that he was hired before November, but not speaking for the rest of the committee, she said she was not aware of that. The former Chief Deputy retired in September. A balance of that salary should have gone to the general fund, but bonuses were given with it instead. She asked Mr. Yoder if that was correct. Mr. Yoder said that part of it was correct. Mr. Jackson said that even with that being said, the math is off by about \$9,124. There was \$29,000

allocated. Take that from the \$55,304 and you get \$26,304. You're still \$9,124 off. Mr. Jackson said he would show Mr. Yoder after the meeting. Ms. Reed explained that they took into account what has been used for extra help this year and what he anticipates using for the rest of the year. That takes off from what the extra help line total was. We thought he would have about almost \$15,000 left in extra help. That comes off of what he needs to fund that position. \$55,304 is what is lacking from the budget. It is the salary plus the health insurance.

Mr. Mattingley commented that the extra help was increased over what it had been and asked Mr. Yoder if that was right. Mr. Yoder confirmed. Mr. Mattingley asked how much they had increased it. Mr. Yoder said he used close to \$12,500 for extra help. Mr. Mattingley asked (anybody, not just Mr. Yoder) what the rationale for the increase was. Mr. Jackson said they were not going to replace the retirement and they had buffered it with the extra help because Mr. Yoder had said it was not a full time position at that time. Mr. Yoder said the extra help is not full time. Mr. Jackson agreed, but when the full time person had been lost, it was buffered to offset because Mr. Yoder did not think he would have enough . . . Mr. Yoder said that no, he did not have enough for the whole year and that is why he is coming back to the committee now. Chair Greenfield said he had thought they had used the extra help because he did not know they were going to fill the Chief Deputy spot. Ms. Kraft said she thought that was what all of their understanding was, or at least her understanding.

Mr. Dunn addressed Mr. Yoder saying that he had noticed that about 88% of the postage line had been used and asked if that was because he had mailed out everybody a copy of their tax bill to them and is what is left going to be sufficient. Mr. Yoder said no, it won't be sufficient. Part of that is due to postage increase and also, he is following State Statute where all property owners will receive a property tax statement. Mr. Dunn said he did not believe they had ever mailed one out to everyone until this year. He asked Mr. Yoder if that was correct. There was discussion among the committee members as to whether they receive a tax bill every year or not. Mr. Dudley explained that some went to the bank for escrow. The individual that had escrow tax bill went to the bank and the individual never got one. The Treasurer's Office now sent one to the individuals that had their taxes escrowed and paid by the banks. That was the difference. Anybody that didn't have taxes in escrow would get a bill. Mr. Dunn said he assumed that that was quite a few extra bills that got sent out this year that normally do not get sent to the individuals. He asked Mr. Yoder if there was a reason why that was done. Mr. Yoder said he was following state law. Mr. Dunn commented that this is the first time he had done it. Mr. Yoder said that a lot of the major escrow companies that were previously sent files, last year said to not send any printed tax bills because they don't give them to the homeowners even though they are supposed to. Mr. Yoder said that ever since he has been here, he has heard a lot of complaints from people that never see a copy of their tax bill. Exemptions get missed. They have to deal with the escrow company and a lot of times they call the Treasurer's Office and they would get one sent or would come in and get a copy of the bill. So, bills were sent out to all the property owners. Mr. Dunn said that it seems that the mortgage companies are saving having to mail out to the property owner and the county is picking up that bill. Mr. Yoder said there are a lot of property owners that didn't see them before that had good comments and a lot of exemptions got picked up as a result. Mr. Dunn said he was not saying it's not a good idea to do now or in the future, he said he just had a feeling there is quite an increase in postage there and it is something Mr. Yoder had never done before and that he has

never heard any discussion at the oversight committee. He said he thought that is what they were here for – so Mr. Yoder could discuss what is going on in his office and if any major changes were being made, the committee would know rather than reading it in the paper.

Chair Greenfield said the question is if they were going to fund the Chief Deputy spot for \$35,428 or fund part of it or not fund any of it.

Mr. Jackson said he is a nay.

Ms. Cox made a motion to table the \$35,428 increase in the Treasurer's appropriations, seconded by Mr. Jackson, and the motion carried 7-0.

Citizen Remarks – None

OLD BUSINESS- None

NEW BUSINESS –

Probation Report –

Mr. Berter explained that he wanted to notify the committee that he had received a memo last week from the AOIC (Administrative Office of Illinois Courts) and the Probation allocation will be cut a minimum of 15%. Right now that will probably be about \$150,000 to \$180,000. Three positions have not been filled, so there will be a little money there. Once the actual amount is received, Mr. Berter will send it out to the committee. He said he will be working with the Auditor to see what they can do. Chair Greenfield asked when that would go into affect. Mr. Berter said it is for the State's FY19 which started July 1st.

Recorder

Macon County Board Resolution Approving Predictable Recording Fee for Macon County Recorder

Chairman Dunn explained that this is because of a change in the State Statute. He said that at the O&P committee, Ms. Eaton had misspoken her numbers. She answered a question about an increase saying it would be about \$14,000, but it is actually going to be about \$44,000. All of this goes to the General Fund.

Ms. Cox made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Mattingley and the motion carried 7-0.

Sheriff

Macon County Board Resolution Increasing Salary Lines for FY18

Lt. Thompson explained that this is for Corrections officers' salaries including the sergeants and corporals, for an informations systems position as well. The figures on the resolution are broken down into three sections. The first section is for a contractual raise. The Corrections Division was without a contract from December 1st until about 3 or 4 weeks ago when their contract was ratified. The second section is for \$97,000 and is for an early retirement incentive.

This is an internal plan. Six individuals were encouraged to take and accepted. They will no longer be employed after this money is paid out to them. It will save the county, next year alone, \$157,000 and it will compound thereafter because they are being replaced with six much lower paid, harder working individuals. With some of that savings, the jail has been in dire need of a technology person. The jail has more computers and software than most of the other divisions in the county. Full time employment was offered to a part time IT guy at \$45,000 a year.

Ms. Kraft made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Jackson and the motion carried 7-0.

Macon County Board Resolution Approving In-Kind Donation from Buffet Foundation

Lt. Thompson explained that they have evaluated and would like have the Foundation purchase and donate a Secure Pass full body screening system that is somewhat similar to the TSA body scanners that you walk through at the airport. A few months ago, someone brought in 7 different types of narcotics into the jail, not because the staff was not doing their job but because they cannot catch everything. These narcotics were in a body cavity that cannot be legally searched. This will catch that type of contraband coming in. Also McLean County had a female offender bring in a loaded handgun in a body cavity. We don't want that to happen here. Sheriff Buffett added that the drugs that came into the jail ended up taking 4 people to the hospital and had to administer Narcan to one. When the CO's went in and tried to confiscate it, some of them swallowed it to try and hide it. This could have been a really serious outcome. When the Lt. went to St. Clair County to look at the scanner, the question was if they would have caught that guy with those drugs and he said absolutely. Sheriff Buffett said that to him, this is just another insurance policy / another layer to try and make sure that we don't have a death in custody, especially from someone bringing drugs in. Lt. Thompson continued, saying that the equipment is \$159,000 and it comes with a one year warranty. Out of an inmate betterment fund that is not part of the county's fiscal budget, an additional 2 year full warranty is being purchased.

Mr. Dunn made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Jackson and the motion carried 7-0.

Transportation

Macon County Board Resolution Approving Funding Agreement and Appropriating Funds for the CH21 Kenney Road Bridge Replacement Project

Mr. Dudley made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Mattingley and the motion carried 7-0.

Macon County Board Resolution Appropriating Funds to Purchase a 2019 Dodge Durango

Mr. Mattingley made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 7-0.

Macon County Board Resolution Appropriating Funds for the Purchase of a 78” Arch Equivalent Pipe for the Niantic Township Acom Road Bridge Replacement Project

Mr. Jackson made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Mattingley and the motion carried 7-0.

Macon County Board Resolution Appropriating Funds to Purchase Right of Way & Temporary Construction Easement from Thomas & Patricia Trendler for the CH57 Dalton City Blacktop Replacement Project

Mr. Jackson made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 7-0.

Courts

Macon County Board Resolution Modifying the Court Services Fee

Judge Webber explained that this would increase the assessment for Court Security. This assessment is paid by filers in civil and non-criminal cases. This essential increase from \$25 to \$65 per case is to acquire a deputy to be a handler for an explosive detection canine. The Howard G. Buffett has generously agreed to purchase the canine and pay for training of the canine. This resolution is to pay for the deputy’s salary.

This increase would also go to alleviating some short fall in the Court Security Fund. Presently, the Court Security fee does not cover the services. A portion of it comes out of the general fund. This would be dual purpose paying for the canine handler and also partially covering some of our shortfall in the Court Security Fund.

Ms. Kraft made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Mattingley.

Mr. Dudley asked if this increase would last two years or if he would have to be coming back. He said he noticed on the list (the Judge had distributed a list of the 102 Illinois counties that shows what each county charges) that there are several counties where the fee is still higher than that. He asked if \$65 is sufficient to get them to where they need to be. Judge Webber said he thought that when the original Bellweather cost study was done several years ago, the cost at that time to cover Court Security completely would have been about \$89 per case. No county is that high. Mr. Dudley commented that there are some in the \$80’s now. Judge Webber said there is one County, Warrant County, that is at \$81. They range from \$35 to \$81. Twenty two of 102 counties have increased the fee. Judge Webber said that Mr. Baggett had called to his attention, a bill which just passed the General Assembly and is sitting on the Governor’s desk that would restrict the county’s ability to increase fees to cover local costs. Judge Webber said he thought this is at the high end and didn’t know, with contractual increases, if it could even be covered at the \$89. This does cover the cost of the deputy sheriff plus associated costs for the canine such as veterinary bills, food, etc. Plus it will contribute approximately \$20 to \$22 toward Court Security. He said he did not know if they really could cover the entire costs of Court Security through the fee and moreover, there is a movement from

the Illinois Supreme Court in Springfield to not use court fees to fund local costs. That this is a barrier to access to the courthouse. These are only on civil matters. We are trying to strike a balance here in what we think we can reasonably impose on filers bringing cases into court toward funding our obligations. Judge Webber said that is a long way of saying that he did not expect to come back anytime soon, but there will be some requirement of the general fund, at least in part to contribute to court security. Mr. Dudley said that if we are going to raise it significantly, he sees at least 4 other counties at \$75 or more and one that is getting ready to raise it to \$75. He said if they are going to raise it, he wouldn't mind going to \$75. Judge Webber commented that that would be at the committee's and board's discretion. He said he is just interested in getting the dog which is provided for in this resolution. Whatever else comes in would remove some of the burden for court security from the general fund through people filing cases in the courts. Chairman Greenfield asked if it is raised later, would another Bellweather study have to be done. Judge Webber thought possibly. Mr. Baggett had looked at the 2016 study and felt it was still valid for these purposes. How long it will stay valid, he was unsure. Mr. Baggett had not given a date on it, but had simply stated that he did not believe another study was needed at this time to justify this increase. The 2016 Bellweather study was sufficient under the Statute. It is a requirement under the Statute that we have a study in order to increase the costs like this. It was determined that the 2016 study would work for this particular resolution. If we are 2, 3, 4 or 5 years down the road, Judge Webber said he could not say.

Mr. Dudley made a motion to amend the resolution to raise it to \$75 instead of \$65, seconded by Mr. Jackson. Chair Greenfield commented that they had not voted on the \$65 yet, so they would just make it \$75.

Ms. Cox asked what Bellweather had said about where the fee could be raised to. She was told \$89.

Chair Greenfield asked the Judge if he would support \$75. Judge Webber said he certainly would. Approximately \$20 would cover the cost of the deputy sheriff, with the cost of the canine and initial training is a donation from the Howard G. Buffett Foundation. Chair Greenfield asked again, if we take it to \$75, the Judge would not have a problem with it. Judge Webber said he would not have a problem with it.

The motion carried 7-0.

Judge Webber reported that they had appointed Julie Jewel as Court Reporter Supervisor. Current Court Supervisor, Joyce Galla, is retiring at the end of the month. Julie is a 36 year veteran to court reporting services and will take over as of August 1st.

EMA

Macon County Board Resolution Approving Agreement between the Macon County Public Safety Training Foundation and the County of Macon for the Use of Grant Farm Law Enforcement Training Center and Elwin Range

Lt. Root reported that previously there was a resolution giving access to the Grant Farm Training Facility. The control of that facility has now changed hands to the Macon County Public Safety Training Foundation. This will no longer be a lease agreement. This will be a use agreement. The only thing required is that we indemnify them under Article Four of the agreement. That covers loss, claims and demands arising from the use of the facility.

Ms. Kraft made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 7-0.

Public Defender

Macon County Board Resolution Amending the Public Defender's FY2018 Budget for the Payment of an Expert Psychiatric Report in a Pending Court Matter

Chairman Dunn explained that cases like this where an evaluation from an expert have not been put into their budget. For a number of years, we have just paid for the expert evaluations as the cases come up. This is one of them. Chair Greenfield asked Judge Webber how much the evaluations are. Judge Webber said he thought probably in the range of \$2,000 to \$3,000. By prior agreement with the board, no one has a line item for this because it comes up sporadically. So, it is done as a special ad hoc appropriation. It is one of those things that Statute says the County shall pay for from its general fund. There is really no choice about it. There are only a couple of psychiatrists in central Illinois who are willing to do these types of evaluations. We have to do it regardless, but we just don't have a budget line for it because it does not come up on a regular basis.

Mr. Mattingley made a motion to forward the resolution on to the full board with recommendation to approve, seconded by Mr. Dudley and the motion carried 7-0.

CLOSED SESSION

None needed

NEXT MEETING – July 30, 2018

ADJOURNMENT

Motion to adjourn made by Mr. Jackson, seconded by Mr. Mattingley, motion carried 7-0, and the meeting adjourned at 5:50 p.m.

Minutes submitted by Jeannie Durham, County Board Office