

FINANCE COMMITTEE MEETING
Special Meeting – Budget Hearing #5
September 17, 2018 @ 5:15 P.M.

MEMBERS PRESENT

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

MEMBERS ABSENT

COUNTY PERSONNEL PRESENT

Mike Day, Coroner
Howard Buffett, Sheriff
Lisa Wallace, Auditor's Office
LeAnne Shoemaker, Mental Health
Sgt. Matt Reynolds, Animal Control
Kris Horton, Animal Control
Lt. Kris Thompson, Jail
Tim Macken, Mental Health
Lt. Jim Root, EMA
Lt. Jon Butts, Sheriff's Office
Lt. Tony Brown, Sheriff's Office
Cpl Lisa Fris, Court Security
Jeannie Durham, County Board Office

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 budget hearing #4 meeting on 9/10/2018 was made by Ms. Kraft, seconded by Mr. Dunn, and motion carried 7-0.

FY18 Budget Proposals

Mental Health Board

Mr. Macken explained that they were there requesting the Finance Committee recommend to the full board a continuation of their Mental Health Tax Levy at the maximum 1.5 mills. He said that they are also required to put a dollar amount down as well. This is \$2,662,063. That reflects only trying to account for any potential new growth in the county tax. He said they are capped at the 1.5. It would be the 1.5 of whatever dollar amount is collected through the levy actually. Only new growth would account for the dollar figure.

Accomplishments over the last fiscal year were highlighted.

The Mental Health Board had purchased 55 different services from 23 different organizations with over 6,500 Macon County residents receiving behavioral services that were supported in whole or part by this levy. With the average family size being close to 4 individuals, that would be approximately 24,000 residents that were impacted by these services.

Child / Family Connections – There is a contract with the State of Illinois that is separate from this levy that provides early intervention services for newborns 0-3 to help get them linked. These are folks with developmental delays to make sure they get early intervention and help them develop. A record number of children were served in that contract over the past year and the expectation is that it will go even higher over the next year. There are a lot of kids that are apparently having difficulties.

The Mental Health Board, over this last year, had utilized LFI (Local Funds Initiative) for years where they were able to bill Medicaid directly for some providers. In the State's changes, with Medicaid fee for service, especially contracting with Managed Care Organizations, that got lost and is not something that can be done anymore. Mr. Macken said they had billed about \$172,000 to Medicaid last year. That will be a decrease in Medicaid revenue for this year.

Additional trainers have been certified in Mental First Aid. That resulted in over 200 individuals being trained in Macon County. The Board has applied for a grant and hope to hear anytime, since the Federal fiscal year starts October 1, for up to \$125,000 to have additional individuals trained as trainers in Mental Health First Aid which would allow expansion to over 500 individuals each year being trained throughout the County. This is a growing problem that has shown an increase of over 30% in suicides over the last decade or so. He said they really want to make an impact in that area.

This fiscal year is the year that the triennial needs identification process will be conducted. That process helps identify specific behavioral health needs in Macon County. The resulting document that comes from that has been utilized by local government as well as a lot of social services agencies when they are applying for grants. It gives a formal process of identifying needs in the community that these grant require. It will be done differently this time. Technology will be used in the form of a survey as opposed to having a single, all day event where brainstorming, collecting and identifying needs is done. This should likely increase dramatically the number of people contributing to the process and will also give a pretty close to completely finished product by the time a meeting is held in March where the results will be presented. With the commitment to suicide prevention, there will also be a very well known speaker, Kevin Hines, who is one of the few people that has been able to survive after jumping off the Golden Gate Bridge. He is a person who has been struggling with mental illness since high school and has a remarkable story. After the formal portion of the meeting on identification day concludes, it will be opened to the community.

Chair Greenfield asked about when the current lease ends. Mr. Macken said at the end of October, 2020, but there is potential interest in the space they currently occupy and if the landlord would choose to want to pursue that and they can get out early, they will.

Mr. Jackson made a motion to forward the proposed tax levy request on to Display, seconded by Mr. Mattingley and the motion carried 7-0.

Coroner

Mr. Day explained that line 5410, Deputy Coroner salaries, was \$43,346 and has been increased \$1,300 which is \$650 per Deputy Coroner to \$44,646. The Clerk Stenographer salary line, 5460, was \$23,114 and is also being increased \$650 per union agreement. He explained that he normally gives the deputy coroners what the union employee receives. That brings that line to \$23,764. Total salary increase is \$1,950. The total salary lines were \$153,997 and will be increased to \$155,947. The autopsy line was \$36,306 and is being decreased by \$1,950 to cover the salary adjustments making it \$34,356.

Line 7296, Drug Related Autopsy, was amended this year to \$60,000 and will be decreased to \$55,000 next year. This is a carry over estimate from the \$60,000 one time grant received from

the Buffett Foundation. After discussion with the Sheriff, this will be carried over until it is exhausted.

Line 7351, Disposition of Indigents, will have a \$12,000 presence. In years past, this was zeroed out, but that is not a reasonable thing to do given the size of this county and the economic times.

That brings the total budget to \$266,380. If the \$55,000 remainder from the Buffett Foundation grant is factored out, it is dollar for dollar exactly the same as the total for this current fiscal year, \$211,380.

Chair Greenfield commented that the Sheriff had agreed to purchase the Coroner a new vehicle. He said that Mr. Day has been Coroner for over 25 years and has never had a new Tahoe vehicle. Mr. Day expressed appreciation. Mr. Dunn asked if there was any chance of giving Highway's used car to the Chief Deputy. He said she is currently being paid mileage and she puts on a lot of miles. Mr. Day agreed that that would be a nice gesture. Chair Greenfield questioned if a new line item would be created in the budget or if this would be treated as a grant. Mr. Day will check with the Auditor for the best way to handle it.

Chairman Dunn said that Mr. Day has always done his best to not spend any dollar that he didn't have to and office holders were asked to not raise expenses any more than they were last year. Actually, the Coroner's budget is \$5,000 less than last year. He has equaled it out so that revenue minus expenses are equal to last year, but we've not been looking at the revenue side. So, this budget has basically been cut \$5,000. Mr. Dunn said that if there is any reason he might be short in a line . . . Mr. Day said he has always tried to take care of revenues very tightly and they try not to waste any cash on things that are optional or can be done without. If need be at some point, there is a little built up cash reserve and if there is a situation where the current appropriation should run short, it could be balanced out with board approval. That amount is several thousand dollars that is built up plus the revenue for this year as well. That has been accessed in the past upon occasion, but it is never accessed for any reason except emergencies. We don't give bonuses or go out and buy a bunch of stuff at the end of the year.

Chair Greenfield said that a \$650 raise for a Deputy Coroner is not much. He told Mr. Day that if he wanted to double that, he would not have a problem with it. Mr. Day said he felt the best thing would be to keep parity because he did not want to send a message that they are trying to exceed. Mr. Greenfield said that the Deputy Coroners are not under contract and it would not be him in the hot seat, but it would be the board, so if he wanted to do it, do it. Mr. Day suggested leaving it as is as he felt that would be the fair way to do it. He said they are not asking for much and he has already instructed his employees as to what to expect this year and they are happy to just receive something. In the past, when they've not received anything, that is when patience has been a little tight. He said he realized that everybody else is trying to stay within the salary guidelines, so he would hate to be the one to buck the trend. Mr. Greenfield said that everybody else does not get called out in the middle of the night on calls that nobody wants to go to. Mr. Jackson said he agrees with the Chairman. Mr. Day asked what would be reasonable. Chair Greenfield said he would suggest the \$650 apiece go to \$1,300 apiece. Mr. Day asked if he meant to go ahead and stay at the \$650 because that is what he had anticipated. He pointed out one of the problems. Since there is no history of any scaled pay increases for the two people not covered under a union agreement, he has always tried to maintain it at an

even circumstance where everybody receives the same amount. If it is 2%, it's 2% for all. If it is 3%, it's 3% for all. If it is \$650 per union contract, then that is what they get. Chairman Greenfield told Mr. Day that he should probably take it while he can get it. Ms. Cox clarified that the committee is suggesting raising the line to \$2,600 so the two Deputy Coroners get \$1,300 each. Mr. Day said he would be more than willing to agree to that.

Ms. Cox made a motion, seconded by Ms. Kraft to change the Deputy Coroner line to reflect a \$2,600 increase and the motion carried 7-0.

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

Animal Control

Sgt. Reynolds explained that they are expecting an overall increase in revenue of approximately \$27,958 primarily due to an increase in the City contract which is approximately 4% due to the Consumer Price Index. A further increase is also expected due to increased compliance to rabies vaccine and registration fines due to newly implemented mailings that were started earlier in the year.

Additionally, Sgt. Reynolds said he would like to make a change in the equipment line from what was first presented at EEHW. The original projection was for an approximately \$8,500 dental machine for the Veterinarian's use. That increased the budget overall by \$6,678 in the equipment line. He said they would be reducing that to the amount that was in the budget last year. He said that the ending budget expense would be decreased by \$6,678 which would bring the budget to equal to last year's.

Chair Greenfield asked about how much the Foundation kicks in. Sgt. Reynolds explained that they provide the salary and some fringes for the Adoption Coordinator. With the anticipated raise, they are looking at \$25,500. They are also looking at an additional \$4,064.70 for SS & IMRF. The County absorbs the health insurance. Overall, that is \$29,564.70. Mr. Greenfield asked about adoption specials for \$25 when the normal adoption fee is \$75 and if they actually bill the Foundation for that \$50. Ms. Horton said that on some specials that they would like to have run, they volunteer to kick in the extra \$50 per adoption. On specials that are chosen by the shelter, such as right now where they have 200 kittens that are not old enough to be adopted yet, but will be soon, if a special is decided upon by the shelter, then the shelter absorbs the cost on that. She continued on, saying that the Foundation has graciously paid for a lot of the equipment in the yards, some new lighting, some medications, some surgeries, and other stuff throughout the year. Sgt. Reynolds added that they are very approachable if there are special needs. Mr. Greenfield asked how many times a year the Foundation kicks in on. Ms. Horton said they normally kick in for the Christmas in July, Foster for the Holidays, Clear the Shelter and occasionally they contact the shelter about doing something else. Those are the major specials that are done throughout the year. Then the county does occasional other specials. Mr. Greenfield asked if there is a written agreement or if it is just verbal. Ms. Horton said during her time since 2006, she did not remember any written agreements. They just come to the shelter with things they'd like to see and if the Shelter has a special need that is beyond what they can handle, they contact the shelter on a case by case basis. Mr. Greenfield asked if the chemistry of the Foundation changes, then so could this. Ms. Horton said it changes with every new president. Some are more willing to do special needs than others.

Mr. Dunn made a motion to forward the budget on to Display with the proposed change reducing line 080-000-8200, miscellaneous expense from \$8,322 to \$6,678 to make the total expenses \$1,241,240.94 which is equal to last year, seconded by Ms. Kraft and the motion carried 7-0.

Emergency Management Agency

Lt. Root explained –

FEMA Grant – has an estimated revenue of \$36,000. He said he recently found out that there is a possibility that this may increase, but he had not increased it in the budget because there is no signed grant agreement yet.

Nuclear Safety Grant – This has already been in place. The value of that is \$10,605.

HGB / EOC Technology – This grant will be going away as that project is complete.

SRT Team Grant – this is also a HGB Foundation Grant. The remainder of this money will roll over til the completion of the project. There are still quite a few items to be completed.

Whatever the fund balance is at the end of the year will roll over for one year and then the remainder will go back to the Foundation.

002-2120 – LEST funds –

Lines 5000 – 5709 contractual obligation except for part time help that stays the same.

Medical Insurance – stays the same

SS& IMRF – changes are required

7110-7210 lines – same as last year except 71 131 – which is money used for the nuclear safety program which was previously in this budget. Chair Greenfield asked about why this was. Lt. Root said that they had tried to take the Nuclear Safety Grant and put it in it's own line, but the problem is that the things that the Nuclear Safety Program allows is phone lines, radios, some communications, some reimbursements for manpower hourly wage, use of a vehicle to seminar items. Those are all line items within those lines, so the money that was previously in those lines came out of the phone line. So, there is no way to track what they are allowing to be used. It would be really hard to take that out of the actual grant lines.

8020-8200 lines- remain the same as last year

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

Sheriff's Department

Lt. Butts explained as follows:

060 Account – projected revenue of \$53,950 which is down about \$515,000. This budget has been prepared for the bare minimum that is required by state statute for patrol procedures that the office would operate under if it was not for the LEST. There are 22 full time and 2 part time employees in this budget. The two part time are civil process servers that were starting out at \$11.50 an hour. After six months, they get \$1.10 an hour raise to \$12.60. They serve papers and things that are required under the law. They do a great job. There are two part timers that

allow a savings on benefits. Also under this budget is 1 Lieutenant in line 5305, 2 Sergeants in line 5310, 11 patrol deputies in line 5315, 2 detectives in line 5316, the Civil process servers in line 5345, 4 records clerks. Total expenditures out of this budget are \$1,898,473.63 which reflects a deficit of \$1,844,529.63. The holiday pay is included for the 16 officers under contract for holiday pay and 22 full time employees that are covered under group insurance. That total is \$215,688. The 060 budget was reduced, based on bare necessities to function and providing a sheriff's office under Statute.

Several things have been moved to the 061 account. Lt. Thompson and his 3 Deputy Sergeants were moved to the Corrections Division for payroll purposes. An MIS Assistant was added due to all the technology that is going on, not only in the patrol division, but in corrections division as well, if not more. From the previous budget presented at Justice Committee, the extra help line for 11 visitation lobby personnel has been reduced by \$22,000 to \$98,000 which is what it was last year. After 6 months, each officer or civilian that works there makes \$12.60 an hour also. They work about 200 hours a month. There is a possible retirement in the Corrections Division with the Confidential Secretary. If someone new takes that position, it will be appropriately adjusted based on a new person taking the position. That will be a reduction of almost \$2,400. The medical line went up. There is a new medical provider that helps greatly with liability in the jail. The dietary stayed the same. There were some IT maintenance expenses that had been in the LEST. Approximately \$50,000 of that belongs to the Corrections Division and Lt. Thompson has agreed to put that into the jail budget. The gas / oil / tires budget is at \$30,000. They will have their own fleet of vehicles that will be used for patrol purposes and a new jail van that is being donated by the Buffett Foundation. That line will take care of the gas and maintenance. In this 061 account, there are 83 full time and 11 part time employees assigned to the Corrections Division. 81 of those employees get holiday pay and 83 get group health insurance for a total of \$813,732. Revenue amounts to \$1,276,110 while total expenditures are \$7,255,533.89 for a total deficit of \$5,979,423.89. This is the biggest division with the biggest expenses. A lot of employees work there.

062 account – Court Security

Currently there are 14 full time and 3 part time employees. Corporal Fris is in charge. There used to be a Sergeant assigned to that division. No longer doing that is a big savings. She does a great job. She has been here a long time and knows her job. She does not work under a sergeant and that is seen as a savings. Revenue should go up to approximately \$95,000 based on the resolution passed by the Board this past June or July for court security fees. There is \$541,899 reimbursement from the Building Commission based on a lease agreement. There is a \$6,500 increase for Court Security inspectors which would cover 13 of them. \$25,000 for part time. This account has a deficit of \$16,419. Currently, there is one opening in Court Security which may work to the benefit and leave a surplus as the timeframe for filling that position is not known. SS & IMRF is being covered by the levy and group health insurance will be covered by this budget which was not done last year.

Based on figures from the Auditor's Office, LEST projected revenue for the upcoming FY is \$4,751,520. This is the budget to where a lot of people were moved. Under this budget are 34 full time and 4 part time employees including the MIS Division, 4 Patrol Lieutenants, 4 Deputy Lieutenants, 2 Deputy Sergeants, 15 deputies, a Deputy Detective, a Street Crimes Detective, a Drug Interdiction Detective, 4 Canine Officers, a Confidential Secretary, 2 additional Records Clerks, and Accounting Clerk, extra help and an additional Civil Process Server, an additional

part time records clerk. This budget reflects everybody that would probably not be with the office if it were not for the LEST. Total expenditures out of this budget are \$4,455,442.98 and a surplus of \$301,557.02, a fund balance of \$ 101,000 and approximately \$200,000 going to EMA. These are the employees that would not exist if not for the LEST. We would not have canine officers, a Street Crimes Detective, a Drug Interdiction Officer; there would be one less detective. Chair Greenfield asked how many deputies they would be short. Lt. Butts said 28 total command officers and deputies. Mr. Greenfield said that without the safety tax, we would be in a big mess. Lt. Butts said the office, as we know it, would not exist.

Additionally, there are 2 grant positions; one for an additional Street Crimes Detective and the other is the Drug Interdiction that is paid out of the 093-540 grant. This is for a detective to work alongside the City Detectives on the Interstate. They do a fabulous job. This is being funded by the Foundation. This position, holiday pay and benefits get a lot of illegal drugs off the streets before they can come into our city and county.

The DUI Grant is 100% funded and is believed that it will be renewed through the new sheriff and the foundation. It covers a deputy, some overtime, benefits. This does a remarkable job of getting impaired drivers off the streets. This person is also involved in investigating accidents that involve impaired drivers.

An At-Risk Services position with several years remaining on it is also a Foundation funded grant that has been around for at least 3 years. This person does a remarkable job of getting people with addictions the help they need. This works hand in hand with probation and provides drug testing. This was a full time deputy position, but is no longer. There are now 5 part time deputies doing transports to and from treatment and a part time advocate who works with clients and can do a job the deputies could not because of her personal experience. SS & IMRF are covered for the positions along with some training, contractual obligations, agreements with Probation, etc.

For the LEST, there is a line for gas / oil / tires that was raised about \$40,000 to accommodate the increased number of vehicles that resulted from the Personal Vehicle Patrol Program where each deputy has their own vehicle. \$65,000 was also put into that line for the rollover fund. That will be carried over year to year to help fund the Personal Vehicle Patrol Program.

Lt. Butts reiterated that without the LEST, there would only be a bare minimum staff to fill the State Statute requirements and obligations.

Chairman Dunn asked if it would be fair to say that with all the different programs we now have that are being funded out of LEST we only have enough surplus to pay for the EMA budget. Lt. Butts said it shows about \$100,000. He said he had broken down the Comm Center fees that are \$742,000, the radio fees for 65 active and 15 standby radios of approximately \$2,800 a month, and maintenance. It is also unsure what the fees for the Comm Center will be and if they will be stable. There is not a lot of leftover money. Chairman Dunn said that some County employees still think we are funding more than the Sheriff's Office and EMA out of the LEST. Lt. Butts said that is not accurate. He said they try to put in the general fund, what they have to have. They have to have medical for the jail, feed the inmates, civil process, enough deputies to patrol. If not for the LEST, there would be no canine, no drug interdiction, no extra patrol, no additional detective. . . These are the necessities that this office has to have. Sheriff Buffett

said he had asked Mr. Baggett to get every Statute that obligated the Sheriff's Office for any particular function. There are 14 Statutes. Half are jail Court Security. Things were moved around so that the general fund represents the Statutory requirements of the Sheriff's Office. You can argue whether we could meet the obligations with 11 deputies, 2 detectives, etc..., but that is all that could be fit in. The instructions were to keep the expense number the same as the prior year. That number is the same, but it is a net / net with Court Security. The general fund budget now reflects what the statutory obligations require to fulfill for the Sheriff's office. Chairman Dunn asked if the Sheriff had read the Statutes. Sheriff Buffett said yes. Mr. Dunn said that many statutes were written many years ago and have not been updated. He asked if the Sheriff was safe with saying that these 14 Statutes are still valid. Sheriff Buffett confirmed saying that some have a little duplication in them and some are more specific, but the primary obligations are the jail, the court security, civil process and there are two that refer to the prevention of crime which is a very generic reference. You can argue about what it takes to prevent crime in the county. He said he did not know the answer to that. There are two things missing in the General Fund that should probably not be in LEST. One is dispatch fees or at least the ones that support the personnel that is in the general fund, but the budget would have exceeded the expectation of keeping the general fund expense number the same. So, it went into the LEST. It also gives a great reflection of, if we did not have the LEST, what we would have to do without. Chairman Dunn complimented the Sheriff on the very good job.

Lt. Butts continued that these are only the things that they have to have to do the job. Chair Greenfield commented that the next sheriff is going to have a big job planning for the future because obviously we are very thankful and grateful for the generosity of the Buffett Foundation, but when that's gone, and someday it will be, it could be like losing the LEST in a lot of ways. Sheriff Buffett replied that most of what they have done is to provide upgrades in IT, equipment, etc... The vehicle program runs 16 years, so at some point you'll have to figure out how you deal with that in 16 years, but you'll always be in the position where you can go back from 23 or 24 vehicles to 5, 6, or 7 or pool vehicles if there isn't money to continue the program. But, that is 16 years out. Almost everything else that has been done are items that should last quite a few years. They are more capital costs than operational. Lt. Butts explained that the sustainability costs are within budget if done right. Mr. Greenfield reminded Sheriff Buffett that he has bought uniforms, cars, guns, helped with the scanner at the jail. There are just so many things and there will come a point in time as the revenue goes down and the costs go up.

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

CITIZEN REMARKS – PUBLIC COMMENT - None

OLD BUSINESS - None

NEW BUSINESS -

Chair Greenfield updated the committee that he had asked Judge Webber to come back to the October 3rd meeting to see if the committee could find a way to help him out. A copy of a letter from the judge was given to committee members.

CLOSED SESSION - None

NEXT MEETING - Monday, October 1, 2018 Regular Finance Committee meeting and Wednesday, October 3 for the Special Meeting to prepare for the Display Budget. Presenters will include Treasurer, Judge Webber, Auditor, Insurance, Retirement, etc. along with anyone else that feels a need to come in.

ADJOURNMENT - Motion to adjourn made by Mr. Dunn, seconded by Mr. Jackson, the motion carried 7-0, and meeting adjourned at 6:15 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office