

FINANCE COMMITTEE SPECIAL BUDGET HEARING
AUGUST 6, 2012
5:15 P.M.

MEMBERS PRESENT

Chair Keith Ashby
Tim Dudley
Jay Dunn
Kevin Greenfield
Linda Little
Mark Wicklund

MEMBERS ABSENT

Susanna Zimmerman

COUNTY PERSONNEL PRESENT

Kris Horton, Animal Control
Lt. Jeff Scheibly, Animal Control
Pat McDaniel, Historical Museum
Ed Yoder, Treasurer
Daysa Miller, SOFA
Jean Riddle, BOR
Amy Stockwell, Auditor
Randy Waks, Asst. State's Attorney
Linda Koger, County Board Office

CALL TO ORDER

This meeting was called to order by Chair Ashby at the Macon County Office Building.

APPROVAL OF MINUTES

Motion to approve the minutes of prior meeting made by Mark Wicklund, seconded by Jay Dunn, and motion carried 6-0.

FY13 PROPOSED BUDGETS

Amy Stockwell distributed budget books to committee members and discussed the organization of it including budgets by department, financials, budget packet checklist, supplemental information, and salary information by employee prepared by her office. Tabs in the back are for administration which will be filled in with departments that come last, social security, retirement, and health insurance; there is also a tab in the back for fund balance but that information is not available tonight. Most of the material is on the web for the use of people involved in this process, it is also organized with tabs, but the salary information on the the web is all under administration. Since the books are full, she suggested not keeping paper copies of revisions since you can go to the web to see the whole revision; when they send new financials or anything else, replace that in the book. Some data sets are not in the book but are on the web, example Health Department job descriptions for 125 positions, and cover sheet is in the book but details are on the web. They are approaching 100% for information received from departments which she discussed. She discourages people bringing things to budget hearings that have not gone through her for posting in the books and the web. Chair Ashby said the web is up and operating, there are two web pages you can get to, and both require user name and password which will be provided for those who want it to move into the 20th century.

Historical Museum

Pat McDaniel commented they had visitors from Taiwan, Canada, and Oman in the last three weeks. He told EEHW that his board gave him a raise in January so there won't be anything else for the next 1 to 1 ½ years, and he had not had a raise in two years. Line 4810 \$32,000 all comes from fund raising, memberships, and endowment interest. On Floor Manager, Jay Dunn noticed he cut that budget from \$6000 to \$2500. Pat replied he has been doing more and using more volunteers. On Floor Manager, Chair Ashby said he used \$60 so far this year, so could he cut that further than \$2500. Pat said he probably could, he has been using more volunteers, but he probably can.

With an ending fund balance around \$11,000, Chair Ashby would appreciate it if he could do that; Executive Director budget passed last year was \$41,000, and he asked his current salary. Pat replied \$44,687 since in January his board approved. Chair Ashby asked if that money was taken from the Floor Manager position, and Pat replied yes they transferred over. Chair Ashby questioned the \$100 service charge. Amy Stockwell said you are going to see that throughout this for anyone who has a special revenue fund, banks are charging service fees for bank accounts which Mr. Yoder can discuss since he is attempting to get them down, and it is a problem. Motion to send on to the display budget made by Jay Dunn, seconded by Mark Wicklund, and motion carried 6-0.

Supervisor of Assessments

Daysa Miller reported no changes in her budget from her oversight committee meeting, Amy sent her an email saying she checked on the reimbursement of the SA salary from the state and the money was coming in, and she recently went to an area meeting where comments were made they believe we will receive that money in the upcoming year; that money, other stipends they heard about that they were concerned about, but not the reimbursement of the salary. Chair Ashby commented she went from \$2900 to \$29,000 does Daysa feel confident she is going to get that, and that is a hunk of revenue if we fail to receive it that would change the game quite a bit. Daysa said she is not confident, everything looks that way, they have heard no other rumors that they weren't going to be sending it, usually they hear something from their part of the revenue department if there was anything like that, but she doesn't want to say yes it is a guarantee. Daysa said the additional person in the deputy supervisor of assessments line increased it, that would have been the self-help person, there was a question on that at the oversight committee meeting, she checked to make sure the amount was correct which it is, and she was concerned about that herself. EDP line was increased by \$2000, in May 2012 it looks like they are over about \$500, and she wanted to make sure she was covered for contracts that come in dealing with the data processing.

Chair Ashby asked about the billing of townships. Daysa replied they did a very good job this year, she is going to bill Long Creek and Whitmore Oakley, Decatur Township for the portion that he did she reviewed the work which is sufficient as to like she does the other townships so there is no bill to them, and that would be maybe \$1500. Tim Dudley asked if sufficient means it is just barely sufficient. Daysa replied we are getting into opinion of assessments, he made 790 some, 795 changes in Decatur Township this year, of that the majority was lowering land values in specific areas dealing with Macon County Trustee auction of properties, when he did that she had to review those assessments, and to let everyone know she made an adjustment in the improvement of assessment to take them back to the prior year's assessment because he had no indication that the market value of those properties had changed except he was lowering land values; when she reviewed it she did that change, but that still is just a review of those properties; the permit list she gave him he did go through and there were 5 or 6 properties that he missed, that happens in the other townships, so she doesn't feel that is actually a billing thing but just a review of the assessments in having to do that. Tim Dudley commented he didn't get done last year, barely was sufficiently done this year, so do we think we could possibly get it next year. Linda Little commented to run against him. Tim Dudley said he would withdraw his question. Daysa commented she really does not have an answer either. With Whitmore/Oakley, Daysa said there were no changes in the book for the permits, and that would basically be what their assessment changes were this year; Long Creek, she had an agreement to do that; whenever someone comes to talk about this information, if you look in those assessment books, the records there, you can see what the township assessor has done and what they haven't done.

They are complete with the majority of this work, she hopes to get everything to the paper by the end of the week for all townships, and that is where she is at. Jay Dunn asked if any townships are going into multi-townships. Daysa replied she will bring that to the next regular Finance meeting; we used to have four multi-townships, five but Mt. Zion became one, upcoming years the next 10 year period there are three because Whitmore/Oakley no longer meets the guidelines to be a mandatory multi-township assessment district, they have not voluntarily put it together to do that, we have three including Austin & Illini, Blue Mound & Pleasant View, Niantic & Harristown, and those are the three we have always had, those are multi-townships this year; she has heard no indication from any townships that they want to be a voluntary multi-township assessment district. Kevin Greenfield commented the county worked very well with Long Creek helping with their assessments, his board probably won't agree with him come setting the salary date, it saved them a lot of money, and he urged other townships that aren't doing their job to maybe follow suit.

Getting back to the budget, Mark Wicklund asked about salary increases this year. Daysa said 2.5% contract salary increase for those under the AFSCME contract, 3% for the SOFA but that contract is up so that will be dealt with when she retires and you decide on who will come in for that position, but she left 3% in there. Motion to move budget on made by Tim Dudley, seconded by Jay Dunn, and motion carried 6-0.

Board of Review

Jean Riddle said the only change they have is appraisal research, and they asked for an increase of \$5000 to defend decisions where necessary. Motion to move it on to display made by Linda Little, seconded by Tim Dudley, and motion carried 6-0.

Treasurer

Ed Yoder has the same budget discussed at the last meeting. Regarding Automation, Jay Dunn said he is \$18,524 short from what he estimated on revenue, and asked about fund balance. Chair Ashby replied there is no ending fund balance. Ed commented his Automation is sinking every year, the pay from the chief deputy and supervisor areas was asked by the board a few years ago when the county was in debt to transfer part of that over to Automation, a few years ago Automation had a healthy fund balance, now it is shrinking a lot, and if you want he can move that area over to the regular side on his balance sheet. Jay Dunn said he has to move \$18,524 worth of salaries back to the general fund, and that is going to have to read zero if he doesn't have a fund balance. Chair Ashby's understanding is ending fund balance is going to be zero at the end of this year, Ed can make it work out, and Chair Ashby asked Ed to revise his budget and come back with it since he will reschedule him later on.

Animal Control

Lt. Scheibly commented they only change they have on their budget, it does not change any financial figures on there, they have moved their adoption coordinator into a full time position with the county and not being paid as it was before part-time from the Shelter Foundation; they will assume that from a part-time position they did not fill previously, and the Shelter Foundation is going to hire a part-time person to fill that other spot; it did not change their budget. Chair Ashby questioned line 4345 Offense. Lt. Scheibly said those were going to be combined into the one line item, changing to 4330 impound fees, which would include 4115 Board, Warden, Offense, 4346, 4511, and 4513.

Linda Little asked what lines are now part of 4330. Lt. Scheibly said 4115, 4430, 4345; Linda Little asked 4330; Lt. Scheibly said 4430; Mark Wicklund said 4330; Lt. Scheibly said 4340 on his sheet so 4330, 4345, 4346, 4511, and 4513, and these were lines set up before they started doing payments from people so by combining all it would be easier to track, and they will all be 4330; 4340 is part of that. Warden line, Kris Horton added it is, part of that is going to go up into that, the wardens fee on the reclaims, they charge warden fees on owner surrender for euthanasia for pick up of disposal of dead animals, that will stay in that line but that will decrease that line, majority of that line is return to owner and that will be moved up into that. Mark Wicklund asked if 4335 is included in that too, Kris said yes, Lt. Scheibly said 4335 is not, Kris said 4345 is in there. Kris explained how they did adoptions last year with different lines, problems with receipting, return to owners they used to not take payments, they do take payments now, it is all receipted under return to owner which was explained; people who pay \$5 to \$10 a week, there is no way to keep up in getting all of those into separate lines, and this will make it into one item making it easier to receipt and for bookkeeping. Linda Little asked if they will still keep track internally of the different ones; Kris said euthanasia and return to owner yes, and Lt. Scheibly said that would be totally separate from what this is. Line 4346 not being part of this, Kris said yes and no, 4346 is part of that, avid chips on reclaims, but they also do avid chip clinics every year where they do a clinic for the public required by state law which is what they left in there, that would still be receipted as avid chips.

Line 4346, Jay Dunn said last year they brought in \$3600 and this year only \$555 so are they putting it somewhere else. Kris replied return to owner and its not like they are not getting the money, there was a computer glitch with it putting return to owner and owner surrender fees in the same bookkeeping, they got that fixed but the numbers might look a little off because both were receipting under the same line item number; 4511 rabies vaccines for reclaims but they are looking into doing some rabies vaccine clinics or sometimes they have their vet go out when they do the rabies clinics for yearly when all the other vets do, and when they can they have their vet go out and do one so they actually bring in money under that line or could; she agreed well over \$420 has been put somewhere else. Line 4514 \$9135 as of 5-31-12, Kris said the owner surrender fee and return to owner fee had been receipted under the same line, so what they brought in last year, \$22,831, they did not realize that was all being receipted under the same line, and last year's number is probably not specifically correct; 4517 was one last year that they moved up into adoptions, they do still have a little of it because they use that on occasion with people who will owner surrender their animals and come back two days later and want them back after being given vaccines so they plan to put that back into the animal care fee since there is not really a line for I want my dog back but you have already given it vaccines and spay/neuter, but they do charge them for that if they come back and get them.

Line 9040 Equipment, Chair Ashby questioned the \$10,000 budgeted on how it will be spent. Lt. Scheibly replied in this year's budget a lift gate on one truck, next year they are looking at adding two more to the other trucks, and they are \$2000 each; they also need to upgrade bite poles, traps, cages in each vehicle, those items alone are \$8100, and any unforeseen equipment issues that may come up. Kris added they already spent some on litter pans and bowls, at this point they have already spent more than what shows on the budget, the 18% of budget showing is not accurate, and Lt. Scheibly added what they have now shows right at 50%. Line items which will go into 4330 return to owner were brought up again, and Chair Ashby asked for an explanation of what it will include but not right now, what is being combined. Kevin Greenfield questioned line 5545 kennel part-time help and asked if they are not needed or who is taking their place. Lt. Scheibly replied the one part-time person who was not replaced and they have taken the other hours.

Motion to approve and send on to display made by Mark Wicklund, seconded Tim Dudley, and motion carried 6-0.

OLD BUSINESS

Kevin Greenfield commented we read in the paper where the Herald & Review quoted Chairs Ashby and Dunn, we have talked about cutting the levy one million dollars, should we act on that before actually doing the budget, or should we do the budget and then act on that. Jay Dunn doesn't think it matters so far as the budget stuff, we have got the money in reserves, that is where we are planning on spending it, bottom line on the budget he is not sure where that is going to be at, some budgets are up and a few are down, but because of contractual pay raises and stuff this budget is not going to be a balanced budget; we still have the money in reserves to cut the levy, and he is for cutting it. Kevin Greenfield asked if we can cut it more than one million. Chair Ashby commented we are faced with the fact if you cut it too much, we will have to come back next year and raise the levy again, so he would rather cut it one million and look at it a year at a time; if we could do one million this year and another million next year, that would be great, but if we cut the levy one year and next year raise it, your citizens are going to feel like we pulled a slight of hand on them. Kevin Greenfield commented the possibility of cutting it again next year is not off the table. Chair Ashby agreed it is not, and he has been after ending fund balances since he has been on the board.

NEXT MEETING

August 27, 2012

ADJOURNMENT

Motion to adjourn made by Tim Dudley, seconded by Jay Dunn, motion carried 6-0, and meeting adjourned at 5:52 p.m.

Minutes submitted by Linda Koger
Macon County Board Office