

FINANCE COMMITTEE MEETING
December 3, 2012
5:15 P.M.

MEMBERS PRESENT

Keith Ashby, Chair
Jay Dunn
Tim Dudley
Kevin Greenfield
Linda Little (arrived at 5:18)
Mark Wicklund
Susanna Zimmerman

COUNTY PERSONNEL PRESENT

Lois Durbin, Circuit Clerk
Ed Yoder, Treasurer
Judge A. G. Webber
Daysa Miller, SOFA
Julie Aubert, Health Dept.
Max Austin, Sheriff's Dept
Lori Long, Probation
Amy Stockwell, Auditor
Randy Waks, Asst. State's Attorney
Mike Baggett, State's Attorneys Office
Jeannie Durham, County Board Office

CALL TO ORDER

Meeting was called to order by Chair Keith Ashby at the Macon County Office Building.

APPROVAL OF MINUTES

Motion to approve minutes of prior meeting as presented made by Mark Wicklund, seconded by Tim Dudley, and motion carried 6-0.

CLAIMS

Motion to approve the claims made by Jay Dunn, seconded by Mark Wicklund, and motion carried 6-0.

(Linda Little arrived at 5:18 p.m.)

REPORTS

Audit Sub-Committee

Linda Little stated there was no report.

Auditor

Amy Stockwell reported on IMRF. Our final rate is the same as the preliminary. The trends in the IMRF rates may also be of interest.

Also, a reminder from IMRF that all IMRF employers must request a pension impact statement before increasing the earnings of an officer, executive or manager by 12% or more. There is another threshold where we can increase salaries but we need to fill out a worksheet. We don't need prior approval, but at 12% or more, IMRF must give prior approval before any changes are made. This is a very well written and easy to read document and I am going to distribute it tomorrow.

The Budget is done, so now we are ready for the audit for 2012. I will be circulating a list to the departments about what is needed. We would like to have a pre-meeting with the audit sub-committee prior to the beginning of the field work which looks like it is going to be the first week of January, as usual.

Resolution Providing Levy Abatement in Recognition of Accumulated Interest and Rental Income in the DPBC Lease Fund.

We are always looking at balances on all the levied funds when we make a recommendation. In the fund where we levy for and pay the building commission rent, it is different. In that fund, Steve Bean goes with what is in the lease documents and what's in any abatement resolutions that you all have passed. So, rental income and interest has accumulated over a period of years. In past periods, we were getting a decent amount of interest, but now we are getting less than a percent. But, it has accumulated over many years, so I went through a cash flow analysis looking at cashed by date back as far as 2006 when we did this new lease and I feel quite confident in recommending that you abate the lease payment by \$335,000 and that takes advantage of the interest and rental income that has accumulated in that fund over a number of years. I have looked at the cash flow and feel confident in recommending that.

Question from Keith Ashby: How much money will that leave in the fund if you take the \$335,000? Amy explained that it depends on what day you look at it. We make 3 BIG payments: one on 12/1, 1/1, & the third on 7/1. Typically, we get the first distribution of property taxes right about the time of the July payment, but not counting on that, I am saying that what is left there is still \$500,000 in cash. We just made the December payment of \$4 million to the Building Commission. There will be another approximately \$1 million taken out in January.

Motion to approve made by Tim Dudley, seconded by Mark Wicklund, and motion carried 7-0.

Board of Review

Daysa Miller reported that the hearings have been completed, but they still have to stay in session until 12/31 to do non-homestead exemption recommendations.

Supervisor of Assessments

Daysa Miller reported she had no report, but would answer questions if there were any. There were no questions.

Treasurer

Resolution To Execute Deeds To Convey Property On Which Taxes Were Delinquent

Ed Yoder presented. Motion to approve made by Tim Dudley, seconded by Mark Wicklund, and motion carried 7-0.

State's Attorney

Resolution Approving the Designation of the Office of the State's Attorneys Appellate Prosecutor to Act on Behalf of Macon County

Randy Waks explained that this is a resolution that is brought before the committee every year. The money, \$20,000, has been appropriated to pay for the services and that is the same as it was last year. Motion to approve was made by Linda Little, seconded by Mark Wicklund and motion carried 7-0.

Resolution Approving Increase in Appropriations for Grant Timing in the State's Attorney Grant and General Funds for FY2012 Budget

Randy Waks explained that this is something that we have to do every year as well. It takes into consideration the grant timing for several grants in the State's Attorney's Budget. As you know,

our budget year starts December 1, but the State Government has different budget years. So, we are always trying to jockey between our year and their year. With the assistance of the auditor, we have presented this budget to you with the decreases in some lines and increases in other lines in order to make everything work out throughout the several budget years of the grant. Motion to approve was made by Jay Dunn, seconded by Mark Wicklund, and motion carried 7-0.

Randy then stated that this could be his last Finance Meeting. He has 31 days left before he retires. He introduced Mike Baggett as the new Civil Assistant at the State's Attorney's Office. He encouraged everyone to contact Mike with any questions or complaints they might have. Randy will be taking Mike around to all the offices and introducing him in the next few weeks.

Chair Ashby thanked Randy for his service and welcomed Mike.

EEHW COMMITTEE

Health Department

*Resolution Approving Increase in Appropriations in FY12 Budget and Decrease Appropriations in the FY13 Health Fund Budget for Public Health Emergency Preparedness Carry Over (PHEP)
A020-810-4959-00*

Julie Aubert explained that they have received carry over money from the state, which they were made aware of after July and ended up needing to spend some of it in FY12. The remaining will be spent in FY13. Motion to approve made by Linda Little and seconded by Kevin Greenfield. Motion carried 7-0.

ANIMAL CONTROL

Tim Dudley reported that bids for a new truck were reviewed by the EEHW Committee and they decided to send them on to the Finance Committee as an FYI.

JUSTICE COMMITTEE

PROBATION DEPARTMENT

Resolution Approving Increase in appropriations in the Probation Grant Fund for Additional Appropriations Received for the Juvenile Redeploy Grant

Lori Long explained that they received an additional \$55,000 from the Illinois Department of Human Services. This is our 8th year of receiving this Juvenile Grant. We had 2 weeks to spend it. We did so and the Justice Committee approved moving this resolution on to you for your approval to take it on to the full Board. Amy Stockwell requested that FY12 be added to the title to clarify. Motion to approve made by Mark Wicklund and seconded by Susanna Zimmerman and motion carried 7-0.

Resolution Entering into an Agreement with Peoria County for the Sale of Juvenile Detention Bed Space

Lori Long explained that the contract with Sangamon County ended on Nov 30. They put out for bids for a new contract. They received two bids. Peoria County's bid was the most responsible and the lowest and so that is the one we selected. We are ready to move forward with this, effective January 1. Peoria County is moving it through their oversight boards at pretty much the same time. It is for 5 beds and it includes transportation and we did not need to increase our budget in order to accommodate the contract. Motion to approve made by Mark Wicklund and seconded by Linda Little. Motion carried 7-0.

Lori was asked to explain how the transition period would work. She stated that for the month of December, they have made arrangements with the Sheriff's Department to assist with transports using their equipment and vehicles. We are utilizing Champaign County Detention Center. They do not have transportation. However, they charge a lower per diem rate than any other county close by - \$75 per diem. If we have any youth that need to be transported during December, the Sheriff's Department will assist with getting them back for court hearings and we will be using Champaign County.

CORONER'S OFFICE

Resolution Approving Increase in Appropriations in the FY12 Coroner's Budget

Mike Day explained that this is kind of a housekeeping resolution. We have had a larger number of autopsies. We try to keep the budget within the confines of previous years. Basically, we are going to be increasing the Coroner's fees revenue line by \$6380. That money already exists. It is the result of cremation permit fees, documents fees, some reimbursements from the state, death certificate surcharge, etc... The \$6,380 is already there. We will be decreasing that revenue and disbursing it among the Clerk Steno line. The auditor has advised me that there is a calendar issue there that has caused a small shortage. The bulk of it, \$5212, will go into the Autopsy Medical line to tide us over for the rest of the year. Motion to approve made by Mark Wicklund, seconded by Kevin Greenfield. Motion carried 7-0.

SHERIFF'S DEPARTMENT

Resolution Approving Increase in Appropriations in FY2013 Sheriff's Budget for Vehicle Purchase

Max Austin explained that it is approximately \$65,000. The vehicle is \$50,000. We have \$15,000 worth of equipment and installation. All of this at no cost to the County. This came from an anonymous donor. Motion to approve made by Mark Wicklund, seconded by Susanna Zimmerman. Motion carried 7-0.

CIRCUIT CLERK

Resolution Approving Increase in the Circuit Clerk Automation Fund Budget for Fiscal Year 2013

Lois Durbin explained that this is due to a mathematical error in the Social Security line. Motion to approve made by Mark Wicklund, seconded by Susanna Zimmerman. Motion carried 7-0.

Resolution Approving Increase in the Circuit Clerk's EDP Line in the Automation Fund Budget for Fiscal Year 2013

Lois Durbin explained that this is for the new technology that is going into the office. It is for e-appeals, e-filing, conversion of microfilm to DVD and hard drive due to outdated microfilm processes. Motion to approve made by Mark Wicklund, seconded by Susanna Zimmerman. Motion carried 7-0.

Resolution Approving Increase in the Circuit Clerk General Fund Budget, and Document Storage Fund Budget for Fiscal Year 2013

Lois Durbin explained that this is to settle the union contract with the employees. Motion to approve made by Mark Wicklund, seconded by Tim Dudley. Motion carried 7-0.

CITIZEN'S REMARKS – PUBLIC COMMENT

(Limited to a total of 20 minutes, 5 minutes maximum per person)

OLD BUSINESS

none

NEW BUSINESS

Written Motion: Recommendation of Finance Committee to approve the resolution to authorize the issuance by the County of "The County Of Macon Revenue Bonds, Millikin University, Series 2012."

The written motion was presented by Scott Garwood, attorney representing Millikin University and also present is Rick Reeder, Chief Financial Officer for Millikin. He explained that they are asking the committee to recommend to the County Board that the Board approve a resolution to authorize the issuance of not to exceed \$10 million in the aggregate principal amount of refunding bonds for Millikin University series 2012. The highlights include that the rate we will be able to receive is 2.10%. What that means for Millikin is a savings of at least \$850,000. The proceeds from these bonds will be used to refund some outstanding issues from series 1998A. One important thing for the committee and the Board to understand is that the bonds are not general obligations of the County. They do not constitute a debt to the County. It is simply conduit financing. Randy Waks explained that the Bond Council requested a written motion. Motion to approve the written motion was made by Linda Little, seconded by Mark Wicklund. Motion carried 7-0.

CLOSED SESSION – Personnel Issues / Pending Litigation

None needed.

NEXT MEETING

Wednesday, January 2, 2013 at 5:15 p.m.

ADJOURNMENT

Motion to adjourn made by Tim Dudley and seconded by Jay Dunn. Motion carried 7-0.
Meeting adjourned at approximately 5:42 p.m.

Minutes submitted by Jeannie Durham
Macon County Board Office