

FINANCE COMMITTEE MEETING
Special Meeting – Preparation for Display
October 7, 2015 @ 5:15 P.M.

MEMBERS PRESENT

Jay Dunn
Kevin Greenfield
Tim Dudley
Linda Little
Greg Mattingley

COUNTY PERSONNEL PRESENT

Jay Scott, State's Attorney
Mike Baggett, State's Attorney's Office

Carol Reed, Auditor

Jeannie Durham, County Board Office

MEMBERS ABSENT

Patty Cox
Keith Ashby

CALL TO ORDER

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

APPROVAL OF MINUTES

Motion to approve minutes of prior meeting on 9/28/2015 was made by Ms. Little seconded by Mr. Greenfield and motion carried 5-0.

CITIZEN REMARKS – PUBLIC COMMENT - None

FY16 Budget Action

Capital Project / Capital Vehicle Fund

Ms. Reed explained that these are Fund 016 & Fund 018. These are the funds that allow the County to be the financing agent for offices that want to purchase copiers and / or vehicles. There is about \$45,000 available for loan in the Capital Projects and about \$180,000 in the Capital Vehicle Fund.

Ms. Little made a motion to approve, seconded by Mr. Greenfield and the motion carried 5-0.

Veteran's Administration

Ms. Reed explained that this budget has been changed to include the increased revenue of \$239,400. That gives them a positive at the end of \$55,000. The only change made to their budget was that the current tax is going up, an emergency assistance line was added in the amount of \$20,000, and the bus transportation line was increased by \$2,000.

Mr. Dudley made a motion to approve, seconded by Mr. Greenfield and the motion carried 5-0.

State's Attorney

Mr. Scott addressed the members saying that they had come before the committee previously with a 3% cut which was accomplished by eliminating some lines, shifting expenses, eliminating another staff position and reducing the investigator's salary. He explained that he had only asked for a 3% raise last year. That was the first time in several years that the raise had been allowed. All the other departments have gotten their 3% if they came with their 3%

cut. He said that 4 staff positions have been cut, attorney's positions have been eliminated and they now are in a spot where it is really hard to recover. He said they have been responsible with the budget and problems that he inherited are being worked around. He said he has spent a lot of time since the last time the proposed budget came before the committee studying whether the office could get by with 2 investigators. One thing that jumps out is that the chief investigator does all the IT work for the office and if he had to be pulled off of that so he could be out on the street doing more there, it would cost over \$15,000 to hire an outside IT vendor. Ms. Little asked if there wasn't an employee specifically doing that. Chair Dunn said that he thought that Melenie Milliman may have done the State's Attorney's Office in the past, but Mr. Scott said Ms. Milliman works for the Circuit Clerk's office and not them. He went on to say that there is a need for 3 investigators and he believes that they are the reason the office has the success it has. The Sheriff's Department investigators do not have the manpower to track down witnesses, do interviews, follow up reports, etc... In other counties, they do and that is something that is shifted to the sheriff, but we don't have that here. That is why the SA investigators are so important to what the office does.

Chair Dunn asked about the position Mr. Scott eliminated. Mr. Scott said it was an administrative assistant. Mr. Dunn asked if that was about the third one that had been eliminated. Mr. Scott said it was 5 total. Before that, three full time and two part time and now this is another one.

Mr. Dudley asked if the 3% for raises were added back in, where the budget would be. Mr. Scott said the 3% cut was done. Mr. Baggett added that other departments had come in with the 3% cut and then got the raises added back in. Chair Dunn said that he thought that if the SA office had a 3% cut and then the raises were added back in, the office would end up at about 2% which is where the Public Defender and Circuit Court ended up. In the end, all of them were less than last year's budget. He said it was talked about earlier that some departments are just not going to be able to make it. The Treasurer's went up from last year. Chairman Greenfield asked if Mr. Scott could take the money and rather than give a percentage raise, make them merit raises. Mr. Scott agreed that that would be his intention. Ms. Little asked what the maximum raise would be. Mr. Scott said he had not thought about it because he didn't have the money. Ms. Little said she was in favor of meritorial raises, but also did not like to see out of proportion wages either. Mr. Scott said that some attorneys that had been hired at \$35,000, which is dreadful for people coming out of law school and bumped them up to \$40,000. This is a pretty big percentage raise, but they are still not up to scale. Ms. Little said she felt like that was raising their base. Mr. Scott agreed, to a certain extent, but if there was someone who was not going the extra mile, they would not have been given that increase. Ms. Little asked if it was anticipated that anyone would be getting a 15% raise. Mr. Scott said no, but right now, there are 3 attorneys making \$40,000, one at \$42,000 and one at \$45,000. They work weekends and after hours and do a good job. Chairman Greenfield agreed that he did not want to see the State's Attorney's employees not get raises. He said he had an opportunity to speak with Mr. Beck and that conversation about the investigators convinced him that they are needed.

Mr. Mattingley asked if there was a reason Ms. Milliman is not used in the State's Attorney's Office. Mr. Scott said she is an employee of the Circuit Clerk's Office. He said he knew the offices that use her are charged, but he wondered if it would be less than \$15,000. Chair Dunn suggested Mr. Scott check with Judge Webber about it. Ms. Little added that someone needs to

check to see if she has enough hours in the day to add more. Mr. Frank Miller that does IT for the Sheriff's Department was considered, but they felt that he wouldn't have time either.

Mr. Greenfield made a motion to approve the State's Attorney's budget including the extra 3% raises that would be passed on as merit raises, seconded by Ms. Little, the motion carried 5-0.

Review of remaining budgets:

Ms. Reed presented the *State's Attorney's 4D budget* which is one of the few grants within the general fund. As such, grants are charged for SS & IMRF. A slight change was made to break these out and charge it to that fund.

Ms. Little made a motion to approve, seconded by Mr. Dudley and the motion carried 5-0.

Fund 098 & 099 are grant funds with monies from the HGB Foundation. The 098 fund is for the State's Attorney's Elder Victims Grant, the DUI Enforcement Grant from the Sheriff's Department and the Drug Interdiction at the Sheriff's Office. A sum of money has been given by the HGB Foundation and was set in a deferred revenue account. This \$256,000 is being budgeted for next year and the funds show up in each of those grants. This budget line takes the money out of the grant fund and disperses it. The same with the Fund 099 which is the Marketing and Branding Grant with the EDC. \$225,000 was budgeted to be taken out of that fund for next year. When the funds were set up it said we would appropriate money each year to do that and that is what this is doing.

Ms. Little made a motion to approve, seconded by Mr. Greenfield and the motion carried 5-0.

General Fund / General Department 001-020

This includes reimbursements for insurance, inter office supplies, phones, postage, reimbursement for CPA costs from Highway, and all the expenses paid for group insurance, Network EDP for the County Office Building. The addition of the vision plan, while it does not cost the county money, premiums have to be paid from what employees pay into it.

Ms. Little made a motion to approve, seconded by Mr. Dudley, and the motion carried 5-0.

Ms. Reed presented the proposed levys with the general fund being proposed to go up 10.98%. It includes the Veteran's & U of I Extension increases. Ms. Little asked if it would require a Truth in Taxation Hearing. Ms. Reed confirmed that it will. Chair Dunn said he would prefer it be set just before the Board Meeting. Caucus is at 5:30 with the meeting at 6. It could be done at 5:55 p.m. and if it runs over, the Board Meeting would just get started late. Chairman Greenfield asked if it could be done at the Finance Committee meeting or if the full board has to be present. Ms. Reed will work with Mr. Bean and Mr. Baggett will look into it.

Ms. Reed also presented the estimated revenues for the General Corporate Funds which are the taxes, sales tax, etc... for General Fund & LEST. Those projections come from the Office Holder or Mr. Yoder's Office. Those projections went into the budget to make it what it is.

Chairman Greenfield questioned Ms. Reed on whether she felt that 10.98% is what the levy needs to be raised. Ms. Reed confirmed because over the last 3 years, it has been reduced by a million each year. The General Fund Fund Balance has been going down and at the end of this

year, there will only be 2 ½ months of projected operating expenses in our fund balance. Two to three months is recommended. We don't want that fund balance to go any lower. Chairman Greenfield summarized saying that if it is not raised, then with the money that is being eaten up, there is a good possibility that after the next year, we could be at zero. Ms. Reed confirmed that we would be down below where we should be and we don't want to be there. Mr. Greenfield said that we're just going back to before we cut the levy 3 years ago. Ms. Reed confirmed that it would be back at the .25 rate and even with the proposed revenue that would bring in, our budget will still be slightly below zero, but we never spend all of the budget, so we should still be ok going forward. Mr. Greenfield asked if after the state settles their budget, if we lose \$800,000 to \$900,000 in state income tax, our health insurance goes up another 10% like it did last year . . . Mr. Dudley added a possible property tax freeze. . . Chair Dunn said we would dip into the emergency fund really quickly. Ms. Reed said we do have a rainy day fund, but we don't want to touch that if we don't have to and that fund is a part of the fund balance. Chair Dunn said that this is not even a break even proposal. It is projected to lose some money and depending what the state does, it could be a lot worse.

Chairman Greenfield made a motion to approve the Display Budget, seconded by Mr. Dudley and the motion carried 5-0.

OLD BUSINESS - None

NEW BUSINESS - None

CLOSED SESSION - None

NEXT MEETING - Monday, November 2, 2015

Chairman Greenfield said he was wondering if the Truth in Taxation Hearing could be held then. There is no vote. Ms. Little said she thought you just need a hearing officer. Mr. Greenfield asked who chairs it. Ms. Little said she thought the Chairman appoints someone to be the hearing officer. Mr. Baggett will check into it.

ADJOURNMENT - Motion to adjourn made by Ms. Little, seconded by Mr. Mattingley, motion carried 5-0, and meeting adjourned at 5:50 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office