

**FINANCE COMMITTEE MEETING**  
**February 29, 2016**  
**5:15 P.M.**

**MEMBERS PRESENT**

Jay Dunn  
Tim Dudley  
Kevin Greenfield  
Patty Cox  
Linda Little

**MEMBERS ABSENT**

Keith Ashby  
Greg Mattingley

**COUNTY PERSONNEL PRESENT**

Deb Garrett, Env Mgmt  
Mike Baggett, State's Attorney's Office  
Josh Tanner, S of A  
Laurie Rasmus, Env Mgmt  
Carol Reed, Auditor  
Ed Yoder, Treasurer  
Bruce Bird, County Engineer  
Lt. Butts, Sheriff's Department  
Jeannie Durham, County Board Office

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

Ms. Little made a motion to approve minutes of prior Finance Committee meeting, February 1, 2016 seconded by Mr. Greenfield and motion carried 5-0.

**CLAIMS**

Motion to approve the report of the Finance claims as presented made by Ms. Little, seconded by Ms. Cox and motion carried 5-0.

Motion to approve the report of the Transportation claims as presented made by Ms. Cox, seconded by Mr. Greenfield, and motion carried 5-0. This was presented at Transportation, but after discussion, a vote was not taken.

**REPORTS –**

*Audit Sub Committee – no report*

*Auditor –*

**Macon County Board Resolution Approving Appropriation of Funds for Macon County Auditor's Office Accounting System Upgrade**

Ms. Reed explained that her office is nearing the end of the useful life for the software, called Fundware. There is a discount if we convert to the new Financial Edge which is the new product by the same company that will go away at the end of March. It will cost about \$39,000 more if we wait. There are two quotes. One is from Zobrio which is the company currently being used. There is also a quote from CIC, Computer Information Concepts. The pricing is very similar. The Zobrio product, Financial Edge, seems to be a little more robust and would fit the office better. The price of \$37,900 includes the software for free. The total cost of the conversion would be about \$86,000 plus a new server is needed. The current server is from 2008. Regardless of what happens, a new server would be needed. That was in the budget last year, but was not done. The resolution is for \$95,000 to cover the conversion and server. The timeframe would be in the summer or early fall. She said the time has come to do this. In a

previous resolution last November, the wind energy conversion project money was earmarked for election equipment and accounting software. That would be one use of that fund which currently has \$248,000 in it and would cover this.

Ms. Little made a motion for approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Dudley and the motion carried 5-0.

Mr. Greenfield asked about the timing and if doing this during the budget process would be an issue. Ms. Reed said she was trying to stay away from Audit time which is now, but when the audit is done, it is budget time. She said she thought they could do both for a while.

***Board of Review –***

Mr. Tanner reported that the Board closed their books February 17<sup>th</sup>. The abstract has been sent off to the state. There should be a response within a month. Mr. Tanner said it should be a one like it always is. He said he would have for the next Finance Committee meeting, the Board of Review chart he hands out every year that shows what went into the Board of Review and what came out.

Chair Dunn asked what was going on with Whitmore & Oakley. Mr. Tanner said their Township Supervisor had contacted him and asked to have the work done since they don't currently have a Township Assessor. That work will be performed according to the contract they signed. There is not that much work in a non-quadrennial year. They will then begin looking for someone or continue to contract with the County.

***Supervisor of Assessments –***

Mr. Tanner said they are doing senior freezes. Several Senior Freeze clinics have been scheduled with the townships where the S of A office goes out to the township making for less of a drive for people who want to use that service. They can still come into the office and sign up. There are 4 or 5 of them scheduled. Ms. Little asked if the schedule is on the website. Mr. Tanner said the Township Assessor or Supervisor like to send out letters to people who qualify for it. The townships run these clinics. The S of A office just provides the labor.

***GIS –***

Mr. Tanner had no report.

**Treasurer**

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

Ms. Cox made the motion to approve forwarding to the Consent Calendar with recommendation for approval, seconded by Mr. Greenfield and motion carried 5-0.

**CITIZEN REMARKS – PUBLIC COMMENT - None**

**OLD BUSINESS - None**

**NEW BUSINESS –**

### **Highway Department**

#### **Macon County Board Resolution Appropriating Funds for Salary of County Engineer**

Ms. Cox made a motion to approve forwarding the resolution on to the full board for consideration with the recommendation for approval, seconded by Mr. Greenfield and the motion carried 5-0

### **Environmental Management**

#### **Macon County Board Resolution Approving an Agreement between the County of Macon and Advanced Technology Recycling**

Ms. Garrett explained that they have been holding one day electronics collections at Progress City for the past 4 years and partnering with ATR. This resolution and agreement specifies the dates of the collections, the items that will be collected, the staff and equipment and supplies they provide. They are R2 certified which certifies the standards for security of information. The agreement has a 30 day opt-out clause for both parties upon written notice. Mr. Baggett has reviewed and approved.

Ms. Little made a motion to approve forwarding the resolution on to the full board for consideration with the recommendation for approval, seconded by Ms. Cox and the motion carried 5-0

#### **Macon County Board Resolution Approving a Use Agreement between Macon County Environmental Management and Progress City USA**

Ms. Garrett explained that Progress City has begun requiring this agreement this year. It lays out the dates and times that the grounds are available and other legal matters. Mr. Baggett has also reviewed and approved this agreement.

Mr. Greenfield made a motion to approve forwarding the resolution on to the full board for consideration with the recommendation for approval, seconded by Ms. Little and the motion carried 5-0

### **Sheriff's Department**

#### **Macon County Board Resolution Approving a Contract between the Macon County Sheriff's Department and the Decatur Public Building Commission**

Lt. Butts explained that the resolution provides for 50% to be paid to the County by the DPBC for the officer's total benefit package which would result in \$19,411.98 being paid to the County for Court Security services in the County Office Building. The contract is for one year starting April 6, 2016 and ending April 5, 2017.

Mr. Greenfield made a motion to approve forwarding the resolution on to the full board for consideration with the recommendation for approval, seconded by Ms. Cox and the motion carried 5-0. Ms. Little asked if there were any differences from previous years. Lt. Butts said it is the same.

**Macon County Board Resolution Approving Increase in the Sheriff's Court Security Fees to Commence April 1<sup>st</sup>, 2016**

Lt. Butts explained that the resolution had been presented to the Justice Committee last week and has been amended per their recommendation. Court Security fees would be increased in civil cases, criminal cases, local ordinances, county ordinances, traffic cases and conservation cases to \$25. This would offset the operating costs for the court security program and would potentially generate an additional \$99,955. This is the first fee increase requested by the office since 1996 when the court security program began.

Ms. Cox made a motion to approve forwarding the resolution on to the full board for consideration with the recommendation for approval, seconded by Mr. Greenfield and the motion carried 5-0

**State's Attorney**

**Macon County Board Resolution Amending the State's Attorney's FY16 Budget for Sexually Dangerous Sexually Violent Examination Costs**

Mr. Baggett explained that this is an amendment to the SA FY16 budget. This expense comes up periodically. It is not budgeted for because there is no way to predict when the expenses will come up. They are an unfunded mandate from the State. An invoice for a 2010 felony case has been received from Dr. Killian for \$4,464.17.

Ms. Little made a motion to approve forwarding the resolution on to the full board for consideration with the recommendation for approval, seconded by Ms. Cox and the motion carried 5-0

**Macon County Board Resolution Amending the State's Attorney's FY16 Budget for the Child Advocacy Center**

Mr. Baggett explained this is to reflect an increase in a grant award from the State Department of Children and Family Services restoring the 10% cut they had made in the last State fiscal year as well as a donation in the amount of \$11,118 from the Friends of the CAC. It also makes changes in various expense items along with a decrease in utilities expense as a result of the CAC moving from the Water St. location to their current location on Clay St. It also allows for a budgeted \$10,000 overage in the FY16 budget to be made up for in donation dollars. Chair Dunn said he is seeing a discrepancy in revenues and expenses and said he couldn't see where the \$24,000 is going. He said he likes to see the revenue and expenses equal out. Mr. Baggett explained that in the FY16 budget, there was a projected deficit of over \$10,000 as a result of health insurance costs. This would help cover the new expenses as well as that \$10,000 projected deficit.

Mr. Dudley made a motion to approve forwarding the resolution on to the full board for consideration with the recommendation for approval, seconded by Ms. Cox and the motion carried 5-0

**CLOSED SESSION - None**

**NEXT MEETING** – Mon, April 4, 2016

**ADJOURNMENT**

Motion to adjourn made by Ms. Cox, seconded by Ms. Little the motion carried 5-0, and meeting adjourned at 5:30 p.m. Minutes submitted by Jeannie Durham, Macon County Board Office