

FINANCE COMMITTEE MEETING
May 2, 2016
5:15 P.M.

MEMBERS PRESENT

Jay Dunn
Kevin Greenfield
Patty Cox
Linda Little
Greg Mattingley
Tim Dudley
John Jackson (arrived @ 5:20 p.m.)

MEMBERS ABSENT

COUNTY PERSONNEL PRESENT

Mike Baggett, State's Attorney's Office
Josh Tanner, S of A
Deb Garrett, Env Mgmt
Carol Reed, Auditor
Jay Scott, State's Attorney
Kate Kurtz, State's Attorney's Office
Sgt. Chris Thompson, Sheriff's Department
Laurie Rasmus, Env Mgmt Office
Rodney Forbes, Public Defender
Laura Lents, County Board Office
Bruce Bird, County Engineer
Lt. Butts, Sheriff's Department
Pat Berter, Probation
Mike Day, Coroner
Sheri Wallace, HR
Robyn McCoy, Workforce Investments
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. Cox made a motion to approve minutes of prior Finance Committee meeting, April 4, 2016 seconded by Mr. Greenfield and motion carried 6-0.

CLAIMS

Motion to approve the report of the Finance claims as presented made by Ms. Cox, seconded by Ms. Little and motion carried 6-0.

REPORTS –

Audit Sub Committee – no report

Auditor –

Macon County Board Resolution Approving Contract for Employee Assistance Plan Services with Chestnut Global Partners

Ms. Reed explained that this contract is coming due and the rate will go from \$28 to \$34 per employee. The number of employees has decreased a little, so overall, the range will stay about the same. Currently, we are paying about \$16,800 a year and it will go to about \$17,070. It will stay very competitive with what it was. We have been happy with them.

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Cox, seconded by Ms. Little. Ms. Little pointed out that due to no quorum at O&P, the language on the resolution needs to be edited. The motion carried 6-0.

Macon County Board Resolution Approving Health Insurance Proposal from AJ Gallagher & Co for the year beginning 7/1/16

Ms. Reed explained that the wording on this resolution would also need to be changed to reflect the O&P no votes taken due to no quorum issue. This is a 2% increase from last year keeping the plan the same. The insurance committee was comfortable with that. It started higher and Mr. Malakowski was able to get it down to the 2%.

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Little, seconded by Mr. Dudley, and the motion carried 6-0.

Macon County Board Resolution Approving One Year Delta Dental Insurance Proposal from AJ Gallagher & Co

Ms. Reed explained that we have been with Delta Dental since 2008. The proposal was either no increase for one year or 4% for 2 years. The choice of the insurance committee was to go with the no change for one year.

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Cox, seconded by Mr. Mattingley, and the motion carried 6-0.

Ms. Reed updated the members, saying that she had been borrowing from the Rainy Day Fund about once each month to supplement the General Fund. That balance is now at \$1.5 million with about \$160,000 left in that fund that could still be drawn on, but we have just about maxed out the Rainy Day Fund.

Board of Review –no report (The Board is out of session)

Supervisor of Assessments –
Macon County Board Resolution Approving Contract with Fike and Fike

Mr. Tanner explained that this is not really a contract, but he had sent it over to the State's Attorney. It is really a software maintenance agreement. It is what we pay each year for technical support, updates and changes.

Motion to approve forwarding to the full board with recommendation to approve made by Mr. Dudley, seconded by Ms. Cox. Ms. Little asked if since the services are divided among three offices, if all three offices pay or if the entire funding comes from the County Clerk's office. Mr. Tanner said it is paid equally by all three offices. Ms. Little asked if it would be easier to have it invoiced out to each office. Mr. Tanner said it could be if it would be easier for the Auditor's office. He said that as it is received, each of the office holders / department heads stamps and codes it. Ms. Reed explained that each one approves it and it gets charged to their office. Ms. Little asked if it would be an option and if it would make a difference. Ms. Reed said it did not matter to them. Chair Dunn asked if it had gone up. Mr. Tanner said it had stayed the same. The only way it changes is if the parcel count had increased or decreased. The motion carried 5-1 with Ms. Little voting no.

GIS –no report

Treasurer – no report

CITIZEN REMARKS – PUBLIC COMMENT - None

OLD BUSINESS - None

NEW BUSINESS –

County Board

Macon County Board Resolution Approving Contract with The Public Group, LLC for sale of surplus goods on the Public Surplus website

Motion to approve forwarding to the full board with recommendation to approve made by Mr. Dudley, seconded by Mr. Greenfield.

Ms. Little commented that the language would need to reflect no votes were taken at the O&P committee meeting.

Mr. Baggett pointed out that the contract has a provision for fees. He said he has been in contact with their counsel and language to the effect that the fees will be passed on to the buyer. Ultimately, the service is at no cost to the County. Chair Dunn said that we used to take cars to the auction and asked if we'd be doing that any longer. Mr. Baggett said he didn't think this would include cars, but thought that there is a safe that this is geared toward initially, but whether it can be utilized that way in the future is up to the discretion of the board. Ms. Durham said that many times when items such as filing cabinets and office equipment are taken to the auction, the people that attend the auction are more residential and not interested in those sorts of items where the public surplus site opens it up to business and government entities that might be able to use it. She said there actually is a vehicle that is in need of being disposed of and they would like to try the website for that too if the committee is ok with it.

The motion carried 7-0.

State's Attorney

Mr. Scott explained that in light of the letter the department heads had received from the Board Chairman about not hiring people and coming through the Finance Committee, the State's Attorney's Office recently had an attorney who took another position as a federal prosecutor. He said they had extended an offer just prior to receiving the letter to another attorney who came in but had to resign suddenly due to health reasons, so they are down a spot. This is one of the highest volume positions. There were 118 cases on this month's trial setting and he was assigned to 25 of those. Mr. Scott said he has been doing a lot of scrambling trying to keep everything covered divvying them out and even taking on several himself. This is a position that needs to be filled. He said they are down to 16 attorneys. There is money in the budget to replace this position. Chairman Greenfield reminded him of the bad news Ms. Reed had shared earlier. Mr. Scott said he was aware and assured him that he would be cautious.

Ms. Kurtz and Sgt. Thompson addressed the members in regard to the Child First Center which was formerly known as the Macon County Child Advocacy Center. She explained the commitment to the center by the State's Attorney's Office and said they are raising community

awareness and funds for the center. She stressed the importance of the community buy-in. She explained that she prosecutes the child sex cases along with other things. She commented on the satisfaction she gets from building up a child and preparing them for court and seeing them stand up for themselves. Getting them there is where the Child First Center comes in. The role it plays with its Multi-Disciplinary Team is in minimizing the trauma to the kids. They start at the center and it is the one time they have to talk about it. Sgt. Thompson added that one of the most difficult jobs for an investigator is to talk with a 3 or 4 year old that has been victimized physically or sexually. The center allows for the one interview, they provide the setting that is child friendly, they provide a forensic interviewer who is specially trained to talk with children, they provide audio / video recording. The setting is easier on the child. The two advocates help prepare the children. It helps send the perpetrators away. Ms. Kurtz continued that the Child First Center helps keep the kids out of the police department or some other scary building. They are interviewed in a comfortable setting by a well-trained interviewer. That interview can be placed in court as evidence. It is not here say. This is huge. Trials take a while and kids can grow up or forget. The families get referrals for resources for medical and counseling. Currently, kids have to go to Peoria for treatment, but Crossing Health Care may be able to supply medical care for our kids right here in Macon County. That is important because now when they have something terrible happen to them, they won't have to drive hours to have someone do a "yucky", invasive medical exam on them. Advocates are provided to go through the court system with the family and answers questions for them. Ms. Kurtz said she sometimes sees kids every week because she needs for them to know her as friend when they go into court. That is a lot of work for 3 people to be doing. Ms. Kurtz said that when she came into the community, she started working with the CAC and the staff is great, but there is a funding and awareness issue that was lacking in Macon County. The Advisory Board for the Center is chaired by Mr. Scott and is comprised of someone from the Sheriff's Department, someone from DPD, someone from DCFS, someone from Heritage, someone from Piatt County who is also served. There is also a Friends Board who is supposed to raise community awareness and funds. The Friends Board was not really functioning. Ms. Kurtz said she is now Chairman of the Friends Board. She said this is a very, very generous community and referenced the hockey project. People in Macon County don't know about the center because talking about kids being abused is upsetting and it is easier not to talk about it. Part of the goal is to raise awareness and money. She said there are some wonderful people in the community that are stepping up and helping. She said she knows the committee is aware of the financial problems with the Child First Center and said she wanted them to know that the State's Attorney's Office is committed to fixing the problem through raising community awareness and funds. She said there is a whole team working with the kids to get them to court and to make them feel that once they told, they were safe and believed. Sgt. Thompson added that nationally, Child First Centers are operating at \$1,000 per child to serve them through the process. Ours does it for \$582.

Environmental Management

Ms. Garrett stated that everyone is aware that Paula Cross is retiring at the end of this month. She said that when Chairman Greenfield issued the memo regarding hiring, she was already in the midst of soliciting applicants to include an internal search among union members and then an ad in the Herald & Review. She said summer and spring are crazy in the office as everything picks up so she had put together a plan to hire the position, but work within the budget limitations. The money is in this year's budget, but for FY17 the fund balance of \$300,000

could be used. For a community of this size, the state requires a plan to be in place. Macon County's plan is the Municipal Waste Plan. An update has to be done every 5 years. This was done in 2012. Within that plan, it sets out that host or tipping fees can be accepted from the landfill. It also designates how landfill inspections are done, how fees are collected from the waste haulers and lines out the recycling environmental program that the office is required to do. She shared some charts showing that in 2011, there were no surplus funds, but since then from 2012 on, there has been a surplus of host fees. In 2012, the budget was \$264,153 with the actual used that year being \$193,279. The Host fees were \$407,601. So, the general fund contribution for that year was \$214,322. 2014 was the highest coming in at \$569,607 in host fees and \$330,940 being contributed to the general fund. This year's are trending up from 2015. She shared information showing numbers on how each program in the department are showing an increased amount of residents utilizing them. She said that with all of these increases, they have managed to stay within their budget, but the time constraints on the staff become more and more demanding.

Ms. Little asked if the amount of the host fee that gets put into the general fund is in the host fee agreement. Ms. Garrett said no, that when it was tipping fees back before she was Director, Chair Dunn and the State's Attorney were involved in a different agreement called the Host Fees which allows the general fund to have access to those fees. It was not exclusively sitting in a fund in the Environmental Management Department's account. Ms. Garrett said that back then she thought it was around \$5 or \$6 million. Mr. Dunn said it was over \$1 million but less than \$2 million. She said they used those funds down for many years. Ms. Little asked if anything over what is approved for the budget goes into the general fund. Ms. Garrett confirmed. Chair Dunn said they had kept back some of the fund balance when the change was made so there is about \$350,000 in that fund. He said his feeling is that in 2010 & 2011, the average was about \$220,000, but over the last 4 years, the average has been \$450,000 to \$475,000. Our citizens are paying more in fees to the landfill and since we are bringing in more, we should give some of that back in service. That is the mission of the department. They've obviously done a good job because just about in every category, we are getting a lot more participation. Deb wants to replace Paula and get someone in to get a little training before she leaves, so he had asked her to come before the committee. Chairman Greenfield asked if there is a \$300,000 fund balance. She confirmed. Mr. Greenfield went on to say that he had hated sending the letter out, but the truth of the matter is that the County's finances are a struggle. He said he did not want to tie anyone's hands where they can't do the job, but also did not want to hire people and then have to lay them off in 6 months. He said he would leave it up to the expertise of the office holder to know what needs to be filled and what does not, but come next budget season is not going to be a pretty picture. He said that if Ms. Garrett really needed someone, he didn't have a problem with it, but she would have to figure out a way to pay for them. She agreed. Ms. Little agreed that someone probably is needed in the office because it is a very small office that does a whole lot of stuff, but her concern is that if the fund balance is being used, whoever is hired will need to know that. She compared it to a grant employee where when the grant money is gone, the employee has to go to. Ms. Garrett said she didn't think people relied on jobs being long term any more, but she would definitely be upfront about it in the interview process.

Workforce Solutions

Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY16 Budget – Incentive Grant

Ms. McCoy explained that this is in the amount of \$9,393. This is awarded to Workforce areas that meet or exceed performance measures. This is normally spent on computer equipment to upgrade the resource room and computer lab.

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Little, seconded by Ms. Cox, and the motion carried 7-0.

Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY16 Budget Trade Adjustment Assistance Grant

Ms. McCoy explained that this is in the amount of \$68,045.84 and is for trade affected employees from Mitsubishi who live in Macon & DeWitt Counties. There's been a handful of individuals who want to continue their education and additional dollars have been received for that, but there are additional requirements as well.

There is a mistake in the expense figure. She explained that she had to ask the auditor to put it into Fundware because she had to submit a report for the end of March even though she did not get the grant until April, but they had to see it on our system. Somewhere a mistake in the figures was made, but it will be corrected prior to the board meeting. The training should be \$65,795.84.

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Cox, seconded by Mr. Jackson, and the motion carried 7-0.

Highway

Macon County Board Resolution Appropriating Funds for the Upgrade of the Fuel Monitoring System

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Cox, seconded by Mr. Jackson, and the motion carried 7-0.

Macon County Board Resolution Appropriating Funds for an Intergovernmental Agreement with the City of Decatur

Motion to approve forwarding to the full board with recommendation to approve made by Mr. Dudley, seconded by Ms. Cox, and the motion carried 7-0.

Macon County Board Resolution Approving an Engineering Agreement on Section 14-14126-00-BR, the Nevada Road Abutment Repair Project in Pleasant View Township

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Cox, seconded by Mr. Mattingley, and the motion carried 7-0.

Macon County Board Resolution to Dispose of a 2000 International Dump Truck Tandem

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Cox, seconded by Ms. Little, and the motion carried 7-0.

Sheriff's Department

Macon County Board Resolution Approving Increase in Appropriations in the Sheriff's FY 2016 Budget to be Used for Professional Consultants in Exploring the Feasibility of a Regional Emergency Communications Center

Lt. Butts explained that this would be built in Macon County and would possibly serve the counties of Macon, Shelby, Christian, Moultrie, DeWitt and Fayette. The state recently has encouraged some government entities to explore consolidating emergency communications that serve law enforcement, fire & EMS. He said they have been in contact with the SAFR Group which is a professional consulting firm that specializes in these types of studies. This group explores needs for services such as 911 calls, dispatching calls and possibly 311 calls which would be community service oriented for things such as potholes, downed or damaged signs, etc... that would be forwarded to the County Highway Department or whichever division in the city or county it pertained to. It would be a 15,000 sq ft state of the art facility with great vision far into the future. This is a \$67,000 donation from the Buffett Foundation to be used for this study.

Motion to approve forwarding to the full board with recommendation to approve made by Ms. Little, seconded by Mr. Mattingley, and the motion carried 7-0.

Lt. Butts said they have a new agreement with DMH for inmate health services within the county. It expired at the end of April. The Sheriff and County Board Chairman have signed the new contract which includes no increase in fees and basically verbatim language for providing the health services to the inmates in the jail.

Lt. Butts went on to say that the Sheriff's Department has been operating the Animal Control Center which he feels is the best in the state as far as the building and the people who work there without a full time veterinarian since December or for about 4 ½ months. The wardens and other staff cannot release an animal from the shelter without it being spayed or neutered, so they have been taking them to local veterinarian clinics who are willing to do this around their schedule. There is now an opportunity to hire a part time vet for about 24 hours a week that would do all of the in-house spays and neuters. He said he did not realize how difficult it was until this occurred to find a full time vet that would work in a shelter environment. This person would make about \$50 an hour with no benefits, but it would all be in-house and they would take care of all the medical needs the pets that come into the shelter might need.

Coroner –

Mr. Day explained that his secretary who has been with the office for over 12 years will be retiring at the end of May. There is a large responsibility with a large caseload associated with the office as Macon is a major county. Right now, there is the Coroner, a full time Chief Deputy, a part time night person who works a couple of evening a week and the Clerk-Stenographer who will be retiring. He said his intention is to fill that position. It is the only union position in the office. The salary will go to the entry level of \$22,000. This position is vital. It comprises one third of the full time work force or half of the day time staff. He said if he is out of the office on

a call, the Chief Deputy takes any call that comes in and the clerk is needed to answer phones, etc... She does all the office work, some intermediate dispatching, the reception duties, transcribes the inquests. It is a many-hatted position. It has already been posted. Not filling the position will cripple the office and make it difficult to keep open during regular hours.

CLOSED SESSION - None

NEXT MEETING – Tuesday, May 31, 2016

ADJOURNMENT

Motion to adjourn made by Ms. Cox seconded by Mr. Greenfield, the motion carried 7-0, and meeting adjourned at 6:00 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office