

FINANCE COMMITTEE MEETING
Special Meeting – Budget Hearing #3
September 6, 2016 @ 5:15 P.M.

MEMBERS PRESENT

Jay Dunn
Kevin Greenfield
Tim Dudley
Linda Little (arrived @ 5: 20)
Greg Mattingley
Patty Cox (arrived @ 5:30)
John Jackson

MEMBERS ABSENT

COUNTY PERSONNEL PRESENT

Pat Berter, Probation
Jennifer Hoffman, P&Z
Deb Garrett, Environmental Mgmt
Carol Reed, Auditor
Laurie Rasmus, Environmental Mgmt
Judge Webber
Steve Bean, County Clerk
Ed Yoder, Treasurer
Lisa Wallace, Deputy Auditor
Debra Kraft, County Board Member
Jeannie Durham, County Board Office

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 8/29/2016 was made by Mr. Mattingley seconded by Mr. Jackson and motion carried 5-0.

Budget Proposals

Treasurer:

Mr. Yoder explained that he had been asked by Mr. Dudley to get the answers to two questions. The first question was about the \$4,100 and it is on the annual maintenance cost on the Tipton System. He said he had signed the contract late last year. The second question as to it not being on last year's budget, that is true because he didn't have the system last year. So, the \$4,100 that was put in automation is to pay the bill that will be coming later on this year for that system. Mr. Dudley asked if he was saying that he did not have this contract last year. Mr. Yoder said he signed it last year that he would agree to it. On the first year, which is going on now, \$4,100 was included in the total. After one year, there is a maintenance of \$4,100 after that per year. That is why it is on there on the automation side for 2017. Mr. Dudley asked how many computers were being replaced. Mr. Yoder said he was going to replace 5. He has 8, has had them all for quite some time, and plans to replace 5 of them. Chair Dunn asked where the software is being paid out of. Mr. Yoder said it is being taken out of the automation which is \$11,817. That is a total. Mr. Dunn said it doesn't add up and asked if he was paying so much each year through the auditor's program. Mr. Yoder confirmed.

Chairman Greenfield asked how much was cut from the budget. Mr. Yoder said he made the 3% by cutting \$11,721 on the general side. Mr. Greenfield asked if it was added to the automation fund. Mr. Yoder said nothing was added on that he took the cut out of. The \$4,100 will be coming out of automation (2017) for the contract maintenance. Mr. Dudley said the computers are being bought out of the automation fund too. Mr. Yoder said he also needs a scanner replaced, in addition to the computers and he would be able to still get that accomplished.

Mr. Greenfield asked about the office staff. Mr. Yoder explained that, full time, he has 3 in the office that are union and Cherie is at will. Chair Dunn asked if that was 5 counting Mr. Yoder. Mr. Yoder confirmed.

Mr. Greenfield made a motion to pass the budget proposal on to display, seconded by Mr. Mattingley and the motion carried 5-0.

Environmental Management

Ms. Garrett explained that she had been requested by the Chairman and the Finance Committee to reduce the budget by \$50,000 and transferred over to the fund balance.

The department is funded through Community Host fees. The current fee is \$2.53 per ton received at Valley View Landfill. Those fees are received quarterly. In 2015, line 4910 in the revenue, amounted to \$483,000. Since 2012, they have been contributing to the general fund. This year, the projected amount is \$230,000 that will go into the general fund that the department does not use.

Since EEHW, Ms. Garrett said she was advised to change the salary line items back to 2016 levels because she had previously projected out for her retirement and reduced the amount in her salary line item to help with the \$50,000 reduction, but there were some questions about it, so with Ms. Reed's assistance, the 2016 numbers were put back in the salary line items so it is easier to follow all the way through.

The Recycling Coordinator, line 5155, entire salary has been moved into the fund balance. Also, line 5040, has been added for an administrative assistant. In order to reduce expenses in the office going forward, Ms. Garrett said that when she retires, instead of replacing that position with the 3rd professional position, an administrative assistant could be a good solution. That will roughly save \$6,000 annually going forward in salaries.

Line 7120, travel, has been zeroed out.

Line 7200, contractual which funds the website, PBC parking contract, H&R, professional association dues, recycled paper content reimbursement for county paper, part time people at collections and the big contractual agreement, the electronics recycler.

Electronics recycling hit the office really hard this year. When the law passed in Illinois banning electronics from the landfill in 2008, a company was contracted with and paid \$.20 per pound per Macon County resident, which amounted to about \$16,000 a year. That was done for 3 years. In 2011, the contract was ended because a contractor was found that would do it at no cost. This year, a lot of things changed. The price of commodities, a lot of electronics recyclers closed, not only small ones, but large ones, not just in Illinois, but across the US mostly because of the cost of recycling TVs in an environmentally friendly way. This year, \$15,000 was spent for electronics recycling. Line 7200 was at \$19,000 and has been raised to \$21,000 as well as adding \$6,000 to the fund balance budget. That means the fund balance is not only carrying the \$50,000 cut, but also the \$6,000 that was added for contractual costs for electronics recycling. She said they are trying to figure out a way to solve the electronics issue locally in terms of how the most residents can be served the most effectively and efficiently. One day collections are

probably not the best way to do this. It has just been too overwhelming. A different alternative is being looked at, but that alternative will cost \$20,000.

The equipment line item in the environmental budget has been taken down to \$5,000 with \$25,000 going to the fund balance.

Line 8025 was reduced because computers are not needed this year. Next year two will be needed.

Enforcement Budget – paid by the EPA.

Ms. Garrett reported that they had received a check for the full amount today that was owed since last July 1st.

The three line items in this enforcement grant budget that have changed are 8020, supplies which was reduced by \$150; 8060, vehicle expense which was reduced down to \$250; and 9040, equipment.

Ms. Little asked who had requested that she change the salary lines back up after EEHW. Ms. Garrett said she thought it was a conversation between Chairman Greenfield, Finance Chair Dunn and Ms. Reed. Ms. Reed said it had been done to get it back on equal footing with what we had. We don't know what is going to happen after Ms. Garrett retires or how it is going to be assigned, so she had thought it might be easier to understand if the salaries are left as they are. Ms. Little said it looks like it was not left alone, it looks like it was raised. Ms. Reed said the lines had changed a little bit. Ms. Garrett said that the recycling coordinator was taken out and an administrative assistant was put in. Ms. Little said she was looking at the Director's salary. Ms. Reed said it has a 3% increase added to it. Ms. Garrett agreed that 3% had been added to the 3 positions. Chairman Greenfield said it looked like it had been closer to 7%. Ms. Garrett agreed that that is what it looked like, but in actuality if she could be in charge of giving herself raises, it would be higher than 7%. Chairman Greenfield said that Laurie's position looked like at least a 6% increase. Ms. Reed said this salary is broken out in 2 different places and they had gone back to the original and upped it by just 3% to keep it in line. She said everything is still there, just in a different place and there are no raises above 3% in any of the lines. Ms. Garrett agreed saying she thought it was 2.9%. Chairman Greenfield said it has changed 2 to 3 times since Friday. He said that if it is going to change, it probably needs to go back to oversight for review. Ms. Little said she would appreciate that. Ms. Garrett agreed. Mr. Dudley said they (EEHW) meet next Thursday and it could still be put on the agenda. Chair Dunn said that it would be put on EEHW's agenda and go back through them and then it will be rescheduled at another budget hearing.

Probation:

Mr. Berter explained that he was requested to cut \$153,900 or 6% with a bottom line being \$2,411,098. He said he made it to \$2,410,567.70. The cut for the \$153,900, if taken out of the general revenue fund would be almost a 20% cut out of the budget. He explained that he still cut the 6% requested with \$55,038.77 out of the general fund.

Line 3884 – Reimbursement from Probation is the Probation fee account. Mr. Berter said he is requesting to use \$580,000 because they are only collecting about \$380,000 a year. There has been a surplus in that line since Mr. Berter started, but if they continue to spend a larger amount

than what is being brought in, there will be problems. He said he has started decreasing the probation use and by FY2021, they will have to spend what is brought in. Every year, from here on, Mr. Berter said he will be cutting that line item so that in 2021, massive layoffs will not be an issue.

Line 4317, money received from the Macon County Mental Health Board for juvenile sex offender assessments, evaluations & treatment. He commented that they are very fortunate that they get that amount of money every year. Because of the amount spent for sex offender evaluations, the department has gone with a different provider and so far, it is saving money.

Lines 4331, 4332, 4333 is the money received from the Administrative Office of Illinois Courts. This is the reimbursement from the state. There has been no official word on the allotment, but it is hopeful that it will be more because of the transfer of the positions from grant positions to AOIC funded positions.

Line 5001, Chief Probation Officer line for Mr. Berter and all the managers. This is a little less than a 3% increase. A little less than 3% is also being requested for the Administrative Assistant. The contractual staff will be getting 4%. A 2% raise will be given from 12/1 thru 5/31 and another 2% from 6/1 thru the end of the fiscal year. He expressed appreciation because in years past, supervisor positions have not attracted anyone internally, but this year, after coming to the board and requesting permission to fill the supervisor position, there were 5 internal applicants. This helps. There are still line staff that are making more than some supervisors, but it is appreciated. Overtime pay was cut by \$1,500. Hospitalization was cut due to staff attrition. There is another individual retiring next Friday and that position will not be filled. Eventually, because of probation fees, the number of staff will probably have to go down to 28 or 30 staff members. Currently, there are 34.

The phone line remained the same. Travel was decreased. That money comes from officers doing transports for residential treatment or juvenile transports. Juvenile transports are not done all the time, but if there is a minor locked up in Champaign County, this department is responsible for those transportation costs.

EDP, automation, has to be increased. Tracker is the case management software and there are upgrades that have to occur this year.

The offender services line has been cut by \$20,000. That is where the drug testing comes from. The grant from the Howard Buffett Foundation pays for the on-site drug testing. Part of the cut also comes from the juvenile sex offender evaluations and treatment.

The electronic monitoring was cut by \$2,000 because that is also money that is being received through the HGB Foundation to put at risk individuals that are coming out of detention and need supervision or monitoring and are being put on GPS.

Juvenile Detention, after a discussion with the Finance Chairman, was reviewed looking over the past 5 years average detention rate which is 5.8 youth and taking how much was spent and averaging how much would actually be contracted for. It is \$250,000. The contract with Peoria County is \$231,447.22. The remaining money would be for the overages. Currently there are 9 minors in detention with 5 of them in for murder or attempted murder. Mr. Taylor, the Juvenile

Supervisor, keeps the monthly averages. If we were to have those individuals in for murder or attempted murder, we would be averaging about 3 youth a month. So, when someone is detained and it is going through the court process, it is a pretty lengthy time that they would be in. The Juvenile Detention line is the only line in the budget that cannot be controlled. So, Mr. Berter said they are accepting custody based on the offense, urgent necessity and then it goes through the court process. Individuals that can be released and put on GPS, are. Those that can be released and put on home detention, are. Peoria County takes care of the screener which means that if the DPD or Macon County Sheriff's Department call and want an individual detained, how the individual screens out determines how that individual is detained.

The car line has been lowered by \$1,500. The equipment line has been raised because the department went to uniforms two years ago so every other year, uniforms will be requested for the staff.

Currently there is \$1,029,000 in the probation fee account.

Ms. Little asked how long the Buffett grant is for. Mr. Berter said it is 4 years. She asked if there are plans for when the 4 years are up. Mr. Berter said it will cost us. The money paid for the machine which was \$58,000 for what is called the Windtox. It is a data management system. We will be looking at anywhere from \$22,000 to \$25,000 after the 4 year period that the department will have to come up with. When that happens, Mr. Berter said they will probably look at different state grants to help cover those drug testing costs because a lot of that drug testing comes out of the drug court.

Mental Health Court Budget

This is money received from the Macon County Mental Health Board for the Specialty Courts Program. The money, \$46,000, is for the Specialty Courts Coordinator and some of the hospitalization. The rest of the money in the budget goes to the Assistant Public Defender and the State's Attorney's Office. It is the same amount as was received last year. Mr. Berter commented that they are very fortunate to get the money and they have been very good to us.

Juvenile Redeploy Grant Budget

This is the same amount of money as was supposed to have been received last year. Not a dime has been received for last year yet. A letter has been received that the grant has been approved again for this year, but no services will be started until the money is received. Supposedly, the \$319,000 will be there, but right now the money is appropriated from July 1st thru 12/31. Once the election is decided, they say they will come back and appropriate the rest of the money. It's a good, worthwhile program, but the department is still supervising the kids.

Chair Dunn asked about the period of time Mr. Berter was referring to when he said they've gotten no money. Mr. Berter said it is from July 1, 2015 on. Some of the agencies have been paid out of the Probation budget last year just to make sure they could still provide services up to a certain point. Mr. Dudley clarified that a letter had been received saying they were approved for this year, but they haven't paid for last year. Mr. Berter confirmed saying that that is the reason why, in looking at the rest of his budgets, they are not going to apply for the DUI Grant. Because no money was received, there was the fear that they were going to have to lay off 3 staff members until some staff came forward and retired. That was the only reason they did not have to lay anyone off.

Chair Dunn questioned whether any other counties had received their money. Mr. Berter said not to his knowledge for Juvenile Redeploy. He thought they had received all the money for Adult Redeploy, only about \$10,000 for the DUI Grant. It is the different funding sources. Illinois Criminal Justice Authority is where the money comes from for Adult Redeploy. DHS is where the money comes from for Juvenile Redeploy. None of the staff salaries are paid through the grant. It is just the other agencies.

Chair Dunn said he would like to keep the Finance Committee up to date monthly on what is received. He asked Mr. Berter to make a spreadsheet on what is owed in the different categories and submit it rather than attending each month's meeting so they could stay on top of it.

Mr. Berter pointed out that the other grants had been zeroed out such as the DUI grant. He said they had not received money for the Drug Court Grant which is a federal grant. One of the things, for the Drug Court Programs is that as we go forward, we should be able to sustain it within the county and he said that he is able to do that with his budget. It is a very worthwhile program.

Mr. Dudley made a motion to pass the budget proposal on to Display, seconded by Mr. Mattingley and the motion carried 7-0.

County Board:

Ms. Hoffman presented the County Board budget explaining that the request was to cut \$16,049 and the actual cut was \$16,068. The budget was reviewed by O&P on 8/15. There are two oversight committees, O&P for the County Board and EEHW for P&Z. The Chairman gave permission to present to just one and with the consent of both committee chairs, it was presented to just O&P.

Ms. Little made a motion to pass the budget proposal on to Display, seconded by Mr. Jackson and the motion carried 6-0.

Chairman Greenfield explained that UCCI had sent out a legal opinion and Mr. Baggett had been asked to review it in regard to the payment of an extra stipend to committee chairs. We may be doing away with that and if that's the case, we will save an additional \$4,500 in the budget. He said he had also been having Mr. Baggett look into cutting the Board Chairman's salary a little bit.

Circuit Court

Judge Webber explained that he was asked to cut 7% or \$41,200. He said he had been able to cut \$31,500. No salary increases are included in the budget for any court staff.

A large part of the budget is mandatory spending including legal advertising, indigents, transcripts for juvenile proceedings, interpreters, etc... He said he had been in court this morning and had to have a Spanish interpreter for 3 different defendants on a number of cases.

The discretionary spending is down to telephones, postage and office supplies. They have been cut over several years and the only way to achieve 7% would be to eliminate one judicial clerk position leaving one judge without staff. He said he just could not do that.

By moving the judges electronic research, which is basically the library and the only access to Statutes, Appellate opinions, Supreme Court opinions and other resources from the Court's budget to the Law Library's budget, the Law Library fund will be tapped into. That is a fund that has been built up with a \$21 assessment on some civil cases.

By that method and some small reductions in various line items, the budget is down by about \$31,500. The Law Library is self-funding. The only change on the Law Library budget is an increase of \$100 on phones due to the Mortgage Mediation Program increased usage.

The Law Library Fund that is being tapped into to achieve its reduction of about \$27,000 is on a downward trend. It is based on assessments in some civil filings. Civil filings are down, as is true in most counties across the state and a larger number of individuals are exempt from paying filing fees.

Ms. Little asked what the fund balance for the Law Library is currently. Judge Webber said it is about \$180,000.

Chair Dunn asked what the reasoning was for Civil suits being down. Judge Webber said it is hard to say. It is a trend true to Illinois and particularly true here. It could be a number of factors. Our population is getting to be less. In civil suits, basically for money collections, small claims and cases up to \$50,000 are down in numbers mostly due to the cost of filing and changes in the law that has made many individuals collection proof. Some lawyers say their clients have determined that it is not worth the time and effort to go to the expense and attorney's fees to try to collect a small sum because the individuals who owe it probably are not subject to collections that can be achieved through the court and some of the larger cases have moved to arbitration as opposed to going to court. It is a number of factors like that both here and in the State of Illinois that court filings are down overall. He said when he first started here, overall filings were about 35,000 a year and now it is down to 27,000 or 28,000 a year. That is continuing to drop. When that drops, it reduces fee income. For those on the paying end, if you receive any form of government benefits or support payments, you are exempt from paying filing or sheriff's fees. Because a large number of our population receives some sort of benefit, many individuals are automatically exempt. It's just a combination of those factors that are reducing our income.

Mr. Dudley made a motion to pass the budget proposal on to Display, seconded by Mr. Jackson and the motion carried 7-0.

CITIZEN REMARKS – PUBLIC COMMENT - None

OLD BUSINESS - None

NEW BUSINESS -

Macon County Board Resolution Approving Appropriation of Funds for the Macon County Clerk Election Equipment Upgrade

Mr. Bean explained that he had been working with the Board Chairman, the Finance Chairman, and the Auditor. He said that the Board had made a decision to use the windfarm money to help pay for the Auditor's accounting system and an update for election equipment. After the meeting when the County Clerk's budget was approved, Liberty Systems which works with Unisyn came up with a better way of paying which gives us until December of next year to finish paying for the product.

The big thing that is read about every day in the media is concern about security. There has been a lot of criticism of the current system and some of the problems it has had. The thing they don't tell you is that the way they hack into the system, they're in a room by themselves and could probably hack into anything they wanted to. The GEMS system is a good system. It has been around for more than 20 years. We've had it for 14 years. The problem is, like anything else, we live in Illinois and Illinois has a tendency of taking a good product and then adding their little quirks to it. The biggest problem is that it used to have a 2 hour battery life. That all went away when they decided that you had to have a second chance if you didn't vote for a constitutional officer. It had to kick out the ballot anytime someone didn't vote for somebody which meant this last time, there were a ton of ballots kicked out because if nobody was running against somebody, it automatically kicked a ballot out and you had to override it. With this system, it only kicks out the ballot for the constitutional officers. In this case, it would only kick out the Comptroller's office.

The other thing, you had to set up the TSX (touchscreens) or the device for the ADA compliance. We've used them now for 12 years. There are little things that if you don't do them quite right, it causes some problems. Then the poor election judges forget to close them up at the end of the night and we had delays in getting things done.

With this system, the ballot is a little smaller. The GEMS ballot had to have the tiny marks on the front and back be perfect or it doesn't count it. That is the reason they had to be professionally printed. This one doesn't have to.

While the TSX that had to have a card devised, the judge could now go over and program the ballot style. The current system prints out a tape to make the State of Illinois happy. Most people don't look at the tape or even know it's there. The Unisyn system prints out a card that actually shows you who you voted for for the various offices. This will go into the same machine. Rather than the judges, using Maranatha as an example, had to close down two OS machines and 3 to 4 TSX machines, would only have to close down 1 or 2 machines. Most precincts, if you're in Boody / Blue Mound or the DISC, they only have to close down one machine. Right now there are about 15 candidates for write in for President of the US. Most of those people, nobody knows who they are, but it takes time at the end of the night to go through every one of those write ins. Every time we've had a write in, there has always been concern. Mr. Bean said he has had to go to Judge Webber several times to ask for the boxes to be opened to verify write ins. With this system, after it runs the totals, it runs a list of all the scanned write ins, so that will make it quicker for the judges to get out.

We thought this might be a good enough deal to bring to the County Board, but the problem is that Thursday, it had to be published in the newspaper that we were thinking about going to a

new system. That brought the urgency of not going through O&P and Finance last week as we tried to put this proposal together. He said that Ken Gibson was present to answer questions.

Mr. Bean went on saying that with everything else the State has dumped on Election Judges, this is a system they'll like. It will end a lot of the problems we have on election night. The problem with the flash cards used now is that if something happens to them, it is old technology and you have to run those ballots all through again. With a USB, these new ones, it's all solid state, it's new technology, it will be a lot easier to process. It is used in Moultrie and Bureau. It is widely used in Iowa, Kansas and Missouri. Mr. Bean said he saw it in St. Charles County outside of St. Louis last year and they were quite happy with it. It will probably cut down on the amount of ballots that have to be printed because the touchscreen can be used plus instead of having to have the visually impaired program, it's got sip-n-puff where if you don't have use of your hands.

Mr. Bean said he's spoken with Chairman Greenfield, Finance Chair Dunn & Auditor Reed and they thought that since this does not come out of the General Funds, but out of the Windfarm proceeds, that it was an excellent opportunity especially when you have an election like this it will make it a lot easier on the election judges when they'll have a hard enough time keeping up with the same day registration at the polling places.

Ms. Cox made a motion to approve forwarding the resolution on to the full board with recommendation for approval, seconded by Mr. Greenfield.

Mr. Bean said he had forgotten to say that the original proposal was to take part of our election equipment, but what he'd like to do is to have them, because it is a nightmare trying to get rid of this election equipment because you have to meet all the State & Federal standards of disposing stuff that has proprietary usage, change the 69 OS units and the 65 TSX units to 89 in order to get rid of all the equipment and not have to worry about the All this was paid with federal money last time and that gets it off our federal inventory.

Mr. Jackson asked if there'd be any more value to that then. Mr. Bean said no, that was the best deal they could give us. They increased it by \$15,000 over the original. The problem is that there is not much How many times do you get to sell 20 year old computers and what it's worth. That is the problem with this stuff. When we bought the equipment last time, it was close to \$900,000 and now we're at half and not use as much.

Chairman Greenfield asked about them taking the old ones and the liability. Mr. Bean assured him that he had talked to the state that day and we are all out of it. He said he knew that it would make him and whoever follows him feel a lot better. Even if it sits around The company got really upset when they started showing up on Ebay because it then allows hackers to buy it and then you worry about that problem.

The motion carried 7-0.

CLOSED SESSION - None

NEXT MEETING - Monday, September 12 – Budget Hearing #4

ADJOURNMENT - Motion to adjourn made by Ms. Cox, seconded by Mr. Jackson, Motion carried 7-0, and meeting adjourned at 6:10 p.m.

Minutes submitted by Jeannie Durham, Macon County Board Office