

Finance Committee Meeting Report (Submitted 03-11-08)
Courthouse, Room 303C, Monday, March 10, 2008, 8:15 A.M.

Members Present: Jerry Thompson, Pat Ripperger, Muriel Weber and Jesse Crouch. Members Absent: None. Others Present: Barb Link, County Clerk/Recorder; Kelli Humphrey, Accounting/Payroll Office Manager; Rich VerHeecke, Treasurer; and Dick Erickson, County Administrator.

Chairman Crouch called the meeting to order at 8:15 a.m.

The agenda was approved with the additions of a presentation from Mr. Gene Stockton, Public Defender and under Item IV. New Business: E. Elected Officials Salaries.

Member Thompson moved to approve the February 11, 2008 Finance Committee meeting minutes as printed, Member Weber seconded, all were in favor and motion carried.

Gene Stockton, Public Defender, informed the Committee that his clerical staff position is vacant and will require temporary staffing until a replacement can be hired. The Committee agreed there might be a need for an additional funding appropriation to cover the difference between budgeted wages and the cost of a temp service. Member Thompson moved to authorize the Public Defender to contract for clerical temp service and to request additional funding to cover the difference between current budgeted wages and the cost of temp service, Member Ripperger seconded, all were in favor and motion carried.

Lindi Kernan, Supervisor of Assessments, submitted a written report on Department activities for the month of February. (see attachment)

Barb Link, County Clerk/Recorder and Rich VerHeecke, Treasurer reported on Department activities for the month of February.

The Committee reviewed the Treasurer's Fund Balance Report and the County Clerk's Reconciliation Report. Member Weber moved to recommend the County Board place on file the Treasurer's February Fund Balance Report, Treasurer's February Interest Earned Report (available at meeting) and the February Reconciliation Report of the County Clerk, Member Ripperger seconded, all were in favor and motion carried. (see enclosed reports)

The Committee reviewed the February 2008 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. On pace year-to-date revenues and expenditures should be 25%. The Committee reviewed, discussed and questioned various revenue and expenditure entries including: 1) Animal Control fees should be reviewed; 2) Eye glass frames/exams paid from Sheriff's Department (6010), line item (5040) Education and Training; and 3) Determine if

double holiday pay was paid from Court Security Department (8360), line item (3150) Straight Time.

Member Thompson moved to recommend the County Board approve the February County Accounts in the total amount of \$1,726,564.83, Member Ripperger seconded, all were in favor and motion carried. (enclosed)

Member Ripperger distributed the Henry County Correctional Center Daily Population Report for the month of February 2008. (on file)

The Committee reviewed and discussed revisions to the Accounting Procedures authorizing an increase in the credit card limit to \$10,000.00 and the application for a new cash back rewards credit card and adding to the Paid-In-Advance claims list the Insurance Bond application premiums and court ordered evaluations provided by James Ray, PHD. Member Ripperger moved to recommend that the County Board approve the following revisions to the Henry County Accounting Procedures; Increase the credit card limit to \$10,000.00 and authorize application for a new cash back rewards credit card; and Add to the Paid-In-Advance claims list Insurance Bond application premiums and court ordered evaluations provided by James Ray, PHD, Member Weber seconded, all were in favor and motion carried. (attached)

The Committee reviewed and discussed additional information regarding the County fee study proposal from Maximus that was held over from the February meeting. (on file) The inmate reimbursement criteria of the Federal Marshall's Office were discussed. Member Thompson moved not to proceed with cost studies of fees in the County Clerk/Recorder's Office and Sheriff's Office and the cost study for housing inmates, Member Weber seconded, all were in favor and motion carried.

The Committee reviewed and discussed the State's Attorney's opinion regarding the Henry County/Orion Agreement and ILCS 5/11-501 DUI Fund as it relates to the definition of "enforcement agency" and to which law enforcement agency (Henry County or Orion) said funds are to be distributed. (on file) The intergovernmental agreement between Henry County and Orion provides that the DUI money must be distributed to Orion. The Committee requested that said funds be paid to Orion by the Circuit Clerk or Sheriff and not be held at the County. It is the Committee's opinion that use of the funds to pay day-to-day operating expenses associated with the Orion contract would be an improper use of funds.

The Committee discussed the need to set salaries of elected officials, i.e. County Coroner, 180 days prior to the officials taking office. It was agreed to add "Elected Officials Salaries" to the April Finance Committee meeting agenda. The Committee will make a recommendation to the County Board at the April meeting establishing the salary of Coroner.

Member Weber moved to go into closed session at 10:01 a.m. to review closed session meeting minutes and to discuss personnel, Member Ripperger seconded, all were in favor and motion carried 4-yes M. Weber, J. Thompson, P. Ripperger and J. Crouch; 0-no; and 0-absent.

Member Ripperger moved to return to open session at 10:20 a.m., Member Thompson seconded, all were in favor and motion carried. No action was taken following the closed session.

Chairman Crouch requested that the Administration Committee be asked to prepare a recommendation regarding premiums for health care plan insurance prior to the release of the FY09 Budget Instructions. It was suggested that the Health Care Plan Advisory Committee be asked to study the issue and submit a recommendation at the June Administration Committee meeting.

The next regular scheduled Finance Committee meeting was set for Monday, April 7, 2008, at 8:15 a.m., Board Conference Room #303C, 3rd floor, Courthouse.

The meeting adjourned at 10:22 a.m.

Respectfully submitted,

Dick Erickson, County Administrator