Finance Committee Meeting Report (Submitted 07-08-08)
Courthouse, Room 303C, Monday, July 7, 2008, 8:15 A.M.

Members Present: Pat Ripperger, Muriel Weber and Jesse Crouch. Members Absent: Jerry Thompson. Others Present: Barb Link, County Clerk/Recorder; Kelli Humphrey, Accounting/ Payroll Office Manager; Rich VerHeecke, Treasurer; Lindi Kernan, County Assessor; Deb Doss, Circuit Clerk; and Colleen Gillaspie, County Administrator.

Chairman Crouch called the meeting to order at 8:15 a.m. Member Ripperger moved to approve the agenda with the addition under Item IV. New Business: A. Closed session to discuss personnel, Member Weber seconded, all were in favor and motion carried.

Member Ripperger moved to approve the June 9, 2008 Finance Committee meeting minutes as printed, Member Weber seconded, all were in favor and motion carried.

Lindi Kernan, Supervisor of Assessments, submitted a report on department activities for the month of June. (see attached)

Deb Doss and Rich VerHeecke discussed the DUI Equipment, Drug Enforcement and Police Vehicle Fund reimbursements to the Village of Cambridge and the Village of Orion with the Committee. The Committee requested the following actions be taken: 1) Accounting Office should bill the Village of Cambridge and the Village of Orion for retro payments made due to F.O.P. contract negotiations; 2) Treasurer's Office is to find out what Fund the Drug Enforcement revenue was receipted into; 3) Deb Doss will contact both communities to explain the refund and the potential effect it will create on their financial obligations to the County; and 4) Sheriff Cady needs to authorize the expenditure of funds from the Orion Law Enforcement Fund (8250), Cambridge Law Enforcement Fund (8290) and Henry County Police Vehicle Fund (8660).

A receipting issue in the Animal Control Department was discussed. Colleen Gillaspie will explain the proper process to the Animal Control Warden.

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

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 June Fund Balance Report and Interest Report (available at meeting) and the June Reconciliation Report of the County Clerk, Member Ripperger seconded, all were in favor and motion carried. (see enclosed reports)

The Committee reviewed the June 2008 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. On pace year-to-date revenues and expenditures should be 58.34%. The Committee reviewed, discussed and questioned various revenue and expenditure entries: 1) Requested explanation of the unusually high payment in the IL Income Tax line item 2010-7030; 2) Requested explanation of the 6-21-2008 payment out of Sheriff's budget 6010-3150; and 3) Noted that Sheriff's radios have been paid for.

Member Weber moved to recommend the County Board approve the June County Accounts in the total amount of $2,359,539.18, 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 June 2008. (on file)

The FY09 Budget Guidelines were distributed for Committee review. FY09 Budget Policies and Procedures were distributed to Departments during the week of June 23rd.

Member Ripperger moved to go into closed session at 10:21 a.m. to discuss personnel, Member Weber seconded, motion carried 3-yes M. Weber, P. Ripperger and J. Crouch: 0-no; and 1-absent J. Thompson.

Member Weber moved to return to open session at 10:29 a.m., Member Ripperger seconded, all were in favor and motion carried.

Member Ripperger moved to present the amended Courthouse Salary Ranges to the County Board for the Board's consideration at the July meeting, Member Weber seconded, all were in favor and motion carried. (see attached amendment)

The Committee was updated on the comp time situation in the Public Defender's Office.

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

The meeting adjourned at 10:47 a.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator