

Finance Committee Meeting Report (Submitted 1-11-11)
Courthouse, Room 303C, Monday, January 10, 2011, 5:00 P.M.

Members Present: Dennis Anderson, Pat Ripperger, Kathy Nelson and Tom Steele. Member Absent: None. Ex-Officio Members Present: Tim Wells. Others Present: Jerry Thompson; Barb Link, County Clerk/Recorder; Kelli Humphrey, Accounting/Payroll/Office Manager; Rich VerHeecke, Treasurer; Deb Doss, Circuit Clerk; Sheriff Padilla and Colleen Gillaspie, County Administrator.

Chairman Anderson called the meeting to order at 5:00 p.m. Member Ripperger moved to approve the agenda as printed, Member Steele seconded, all were in favor and motion carried.

Introductions were held and the following guests were in attendance: Ann DeSmith, Lynne Daniels, Cindy Bealer, Jodi Roberts, Kathy Johnson, Bruce Lang, Tammy Swanson, Bob Westfall, Rita Taylor, Marti Sproston, Angie Palmer, Randy Lynch, Tina VanOpdorp, Rhonda Cater, Kim Johnston and Kelly Vincent.

Member Steele moved to approve the December 10, 2010 Finance Committee meeting minutes as printed, Member Wells seconded, all were in favor and motion carried.

Ann DeSmith, Plan/Dev Committee Chairman, made a recommendation to the Finance Committee on behalf of the Plan/Dev Committee to reinstate the Building/Zoning Department (4010) budget line items related to staffing due to the addition of 36 wind tower building applications. The Committee reviewed and discussed the recommendation. Member Steele moved to recommend the County Board approve a FY11 budget amendment resolution increasing salary related budget line items in the Building/Zoning Department (4010) budget by \$4,854.10, Member Wells seconded. The motion was discussed. It was determined that the recommended increase does not include necessary increases to IMRF & FICA. Member Steele moved to amend the original motion by increasing all salary related budget line items to \$6,000.00, Member Ripperger seconded, all were in favor and amendment carried. The main motion now reads "recommends the County Board approve a FY11 budget amendment resolution increasing salary related budget line items in the Building/Zoning Department (4010) budget by \$6,000.00". All were in favor and main motion carries. (see attached resolution)

All guests left at approximately 5:20 p.m.

Deb Doss, Circuit Clerk, reported receiving a large bond check on a court case into the General Fund. Ms. Doss gave an overview of a new \$5.00 electronic citation fee that was to begin being imposed by the Circuit Clerk's office beginning January 1, 2011. By statute, the County Board by resolution can opt out of this fee which will eventually help to fund an

e-citation program that is a pilot program in the collar county areas. Member Ripperger moved to recommend the County Board approve the resolution opting out of charging the electronic citation fee at this time, Member Nelson seconded, all were in favor and motion carried. (see attached resolution)

Barb Link, County Clerk/Recorder, and Rich VerHeecke, Treasurer, reported Department activities for the month of December. The IL State Board of Elections grant agreement was received for the total amount of \$62,631.00. (grant was budgeted)

The Committee reviewed the Treasurer's Bank Balance Report and the County Clerk's Fund Balance Report. An explanation is attached to understand differences between the two reports. Member Nelson moved to recommend the County Board place on file the Treasurer's December Bank Balance Report and Interest Report (available at meeting) and the County Clerk's December Fund Balance Report, Member Ripperger seconded, all were in favor and motion carried. (see enclosed reports)

The Committee reviewed the December 2010 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. Total expenses for the period were \$2,641,414.88 and revenues were \$1,916,496.56, reflecting a deficit in revenues of \$724,918.32. Year-to-date revenues are at 7.0% and expenditures are at 6.5%, while they should be 8.34%. Restricted funds are at 5.8% for revenues and 8.3% for expenditures. The Committee reviewed, discussed and questioned various revenue and expenditure entries.

Member Steele moved to recommend the County Board approve the December County Accounts in the total amount of \$2,641,414.88, Member Ripperger seconded, all were in favor and motion carried. (enclosed)

Under Old Business, the Committee reviewed the out-of-county inmate numbers for the period October 2010 to December 2010. The average for the stated period was 31.36. Averaging the required number of inmates for FY10 and FY11, the total number of out-of-county inmates needed for the same period was 30. Therefore, the Committee agreed to leave the Business Plan (6080) staffing the same until the next review period. The next review will be held at the May Finance Committee meeting to review the period from January 2011 to April 2011.

Sheriff Padilla requested the Finance Committee and Public Safety Committees meet with Sheriff's Department employees to review the Business Plan set-up. Sheriff Padilla will arrange that meeting.

Discussion of an Early Retirement Incentive was tabled.

Under New Business, a summary of the 2011 budget was distributed. Chairman Anderson created the summary and will update and maintain the summary as new monthly information is generated.

Non-budgeted expenses and revenues were reviewed.

There were no unexpended or unrealized budgeted expenses or revenues to discuss.

The next regular scheduled Finance Committee meeting was set for Monday, February 7, 2011, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

The meeting adjourned at 7:54 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator