

Finance Committee Meeting Report (Submitted 7-12-11)
Courthouse, Room 303C, Monday, July 11, 2011, 5:30 P.M.

Members Present: Dennis Anderson, Pat Ripperger, Jerry Thompson, and Kathy Nelson. Members Absent: Tom Steele. Ex-Officio Members Present: Tim Wells (arrived at 6:03 p.m.). Others Present: Barb Link, County Clerk/Recorder; Rich VerHeecke, Treasurer; Sheriff Jim Padilla; State's Attorney Terry Patton; Rosemary Rathjen, IS Manager; Kippy Nelson (arrived at 5:56 p.m.); Lindi Kernan, County Assessor; and Colleen Gillaspie, County Administrator.

Chairman Anderson called the meeting to order at 5:30 p.m. Member Thompson moved to approve the agenda moving Item X. A. to Item VI. B., Member Ripperger seconded, all were in favor and motion carried.

No introductions were necessary.

Member Thompson moved to approve the June 13, 2011 Finance Committee meeting minutes as printed, Member Ripperger seconded, all were in favor and motion carried.

Deb Doss, Circuit Clerk, submitted a request for the purchase of a new shredder. Deb and various Department Heads met to discuss alternatives to in-house shredding and concluded the most cost effective shredding method was still to purchase our own shredder. Member Ripperger moved to authorize the purchase of a Destroyit 4005 crosscut shredder from Numbers Automation in the amount of \$3,799.00 from the General Financial Services (2120) Contingencies line item (6010), Member Thompson seconded, all were in favor and motion carried.

The Henry County Correctional Center Daily Population Report for the month of June will be submitted to the Committee at the July County Board meeting.

Discussion continued regarding the current staffing in the Business Plan. Sheriff Padilla reported the out-of-county inmates were up to 33 to date. For the period January 2011 to April 2011 the average out-of-county inmates was 21.85 while it was budgeted to be 29. The current FY11 Business Plan (6080) budget includes funding for 9 deputies. The reduction due to lack of out-of-county inmates would require a decrease of two deputy positions for a total of 7 positions paid from the Business Plan (6080) budget. Sheriff Padilla stated a vacancy was created within the last month due to a correctional officer resigning. Member Wells moved to recommend the layoff of one employee from the Sheriff's Business Plan (6080), Member Thompson seconded, all were in favor and motion carried.

Discussion was held on the Narrowbanding requirement and the necessary radio purchases for compliance. It was believed that Geneseo was recently awarded a grant to purchase repeaters. Research will be done by the Sheriff's Department and Administration Office to verify grant availability. There is also a possibility

that the Federal Forfeited Drug Fund (8640) can be used to purchase radios. Additional research will be done between the State's Attorney and Sheriff's Department to verify that as well.

Sheriff Padilla left at 6:24 p.m.

Barb Link, County Clerk/Recorder and Rich VerHeecke, Treasurer, reported Department activities for the month of June. Approximately \$37 million was collected in property taxes and the 1st distribution is complete. A review of the current General Fund banking vendor's fees is being completed and options researched.

Rich reported on the status of the Collector's Account review. He stated he has still not reviewed the information, but should be able to make the transfer before the August Finance Committee meeting. It was requested that the review be completed prior to the July 25th Finance Budget meeting. Rich stated he will look into getting it done by that date.

The Committee reviewed the Treasurer's Bank Balance Report and the County Clerk's Fund Balance Report. Member Ripperger moved to recommend the County Board place on file the Treasurer's June Bank Balance Reports and June Interest Report (available at meeting) and the County Clerk's June Fund Balance Reports, Member Thompson seconded, all were in favor and motion carried. (see enclosed report)

The Committee reviewed the June 2011 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. Total expenses for the period were \$2,407,552.50 and revenues were \$6,150,460.31, reflecting a surplus in revenues of \$3,742,907.81. Year-to-date General Fund revenues are at 67.0% and expenditures are at 51.2%, while they should be 58.34%. Restricted funds are at 57.7% for revenues and 52.2% for expenditures. The Committee reviewed, discussed and questioned various revenue and expenditure entries.

Member Thompson moved to recommend the County Board approve the June County Accounts in the total amount of \$2,407,552.50, Member Ripperger seconded, all were in favor and motion carried. (enclosed)

Under Old Business, potential cost saving ideas for FY12 were reviewed and discussed. (on file)

Under New Business, non-budgeted revenues were discussed. A revised FY11 Unbudgeted/Unexpected Revenue sheet was distributed. Member Wells moved to now consider the amendment to the original motion made in June to recommend the County Board allocate \$400,000.00 of wind tower revenue for Courthouse repairs, Member Nelson seconded, all were in favor and motion carried. Additional information pertaining to the estimated cost of Courthouse repairs was

unavailable. Member Wells moved to table the motions until the August Finance Committee meeting, Member Thompson seconded, all were in favor and motion carried.

Member Thompson moved to recommend to the County Board the adoption of the Resolutions authorizing the County Board Chairman to execute the Deeds of Conveyance for parcel numbers 25-03-126-019, 20-32-260-005, 20-32-260-006, 20-32-260-008 and 20-32-260-009, Member Nelson seconded, all were in favor and motion carried. (see attached)

The next regularly scheduled Finance Committee meeting was set for Monday, August 8, 2011, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

The meeting adjourned at 8:54 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator