

Finance Committee Meeting Report (Submitted 3-13-13)  
Courthouse, Room 303C, Tuesday, March 12, 2013, 5:00 P.M.

Members Present: Marvin Gradert, Jerry Thompson, Loren Rathjen and Dennis Anderson (arrived at 5:10 p.m.). Members Absent: None. Ex-Officio Members Present: Tim Wells. Others Present: Jackie Oberg, Sheriff Padilla (arrived at 5:30 p.m.) and Colleen Gillaspie.

Assistant Chairman Thompson called the meeting to order at approximately 5:00 p.m. Member Marvin Gradert moved to approve the agenda as revised, Member Rathjen seconded, all were in favor and motion carried.

Assistant Chairman Thompson introduced Jackie Oberg, Circuit Clerk, to the Committee.

Member Rathjen moved to approve the February 11, 2013 Finance Committee meeting minutes as printed, Member Marvin Gradert seconded, all were in favor and motion carried.

Lindi Kernan, Supervisor of Assessments, submitted a written report (on file). A letter to all affected taxing bodies regarding the Kewanee Hospital tax return was distributed and discussed.

Ms. Gillaspie submitted a verbal report on behalf of Barb Link, County Clerk/Recorder.

Chairman Anderson arrived.

Rich VerHeecke, County Treasurer, submitted a written report (on file). A report was also submitted on the status of mobile home back tax collections. Member Wells recommended a letter be sent to the Treasurer's Office expressing appreciation for the effort extended in the collection of the mobile home back taxes, Member Marvin Gradert seconded, all were in favor and motion carried. A memo regarding the new prisoner commissary system was reviewed and discussed. It was the consensus of the Committee to allow the prisoner commissary reporting system to be used for monthly reports and remove the account from the fund balance report to be added to the Treasurer's trust account page.

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

Sheriff Padilla reviewed the Henry County Correctional Center Daily Population Report for the month of February.

Sheriff Padilla distributed a synopsis of wage disparity and discussed non-union wages in the Sheriff's Department. The Committee requested cost estimates of the suggested remedial action be supplied at the April Committee meeting.

Sheriff Padilla left at approximately 6:15 p.m.

Jackie Oberg, Circuit Clerk, gave a staffing update for her Department and requested the approval of the Committee to hire two part-time staff members to replace the full-time employee who recently tendered their resignation. The Committee agreed with the request made by Ms. Oberg to hire two part-time employees to work a maximum of 15 hours per week.

Jackie Oberg left at 6:58 p.m.

The Committee reviewed the February 2013 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. The Committee reviewed, discussed and questioned various revenue and expenditure entries (listing on file).

The Committee authorized creating a separate account for Hillcrest IMRF and FICA expenses while keeping the IMRF and FICA funds that are currently listed.

Member Wells recommended a letter be sent to the Health Department expressing admiration for the fiscal responsibility in identifying, applying for and being awarded an \$85,000.00 grant through the FDA for the purchase and implementation of an electronic Environmental Health system, Member Rathjen seconded, all were in favor and motion carried.

Member Thompson moved to recommend the County Board approve the February County Accounts in the total amount of \$1,867,334.37, Member Wells seconded, all were in favor and motion carried (enclosed).

An overview of past due State payments was reviewed (on file).

Under discussion of the current budget, the New Employees/Current Employees Revised Wage Info for the month of February was reviewed.

There was no Old Business.

Under New Business, the Committee reviewed and discussed the Animal Control Budget amendment resolution for the creation of the addition to the Animal Control facility. Member Thompson moved to recommend the County Board approve the FY13 budget amendment resolution for the Animal Control

Department (8270), Member Rathjen seconded, all were in favor and motion carried (see attached)

A proposal for a tiered wage system was discussed. Member Rathjen moved to recommend the County Board implement a tiered wage system for non-union employees and to offer the system to the affected labor unions, Member Thompson seconded, all were in favor and motion carried. (see attached)

The FY14 budget process was discussed. A draft FY13-14 budget calendar was distributed for Committee review. Discussion will continue at the April committee meeting.

Member Marvin Gradert discussed his opinion on part-time hiring practices for Courthouse employees. No action was recommended.

Member Thompson moved to go into closed session at 8:04 p.m. to review closed session meeting minutes per 5 ILCS 120/2(c)(21), Member Marvin Gradert seconded, all were in favor and motion carried: 5 yes – D. Anderson, J. Thompson, M. Gradert, L. Rathjen and T. Wells; 0 no; 0 absent.

Member Wells moved to return to open session at 8:05 p.m., Member Thompson seconded, all were in favor and motion carried.

Member Thompson moved to release the closed session meeting minutes from September 10, 2012, Member Marvin Gradert seconded, all were in favor and motion carried.

The next regularly scheduled Finance Committee meeting was set for Tuesday, April 9, 2013, at 5:00 p.m., Board Conference Room #303C, 3<sup>rd</sup> floor, Courthouse.

With no further business, Member Marvin Gradert moved to adjourn, Member Wells seconded, all were in favor and motion carried. The meeting adjourned 8:07 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator