

Finance Committee Meeting Report (Submitted 7-8-15-13)
Courthouse, Room 303C, Tuesday, August 13, 2013, 5:00 P.M.

Members Present: Dennis Anderson, Marvin Gradert, Jerry Thompson and Loren Rathjen. Members Absent: None. Ex-Officio Members Present: Tim Wells. Others Present: Rich VerHeecke, Sheriff Padilla and Colleen Gillaspie.

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

Member Thompson moved to approve the July 9, 2013 Finance Committee meeting minutes as printed, Member Rathjen seconded, all were in favor and motion carried.

No reports were available from the Assessor or the County Clerk.

Rich VerHeecke, County Treasurer, reported Department activities for the month of July. The second tax installment is due September 10th. Discussion was held regarding the current Investment policy. Member Wells requested the Treasurer create draft revisions to the Investment policy for the Finance Committee's review in September to address a specific funding situation that is not covered in the current policy.

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 July Bank Balance Reports and July Interest Report (available at meeting) and the County Clerk's July 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 July. Sheriff indicated jail meal costs were still approximately \$1.25 per meal.

Under staffing issues, Sheriff Padilla discussed the dwindling fund balance for the Court Security fund. The Committee discussed available funding options, current staffing levels and legislative requirements. It was requested that the Sheriff's Association continue requesting legislation that increases the allowable Court Security fee from \$25 to \$35 and increases the number of offenses the fee can be charged for and that Sheriff Padilla compare other counties funding sources.

The Committee discussed the recommendation from the Public Safety Committee to adopt the revised Salary Range Schedule to include two new pay grades for the Sheriff's non-union staff.

Sheriff Padilla left.

Member Wells moved to recommend the County Board adopt the revised Salary Range Schedule as recommended, Member Thompson seconded, motion carried with Chairman Anderson voting nay (attached).

The Committee reviewed the July 2013 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. The Committee reviewed, discussed and questioned various revenue and expenditure entries. The Committee discussed a request from the Court Services Department to increase the Juvenile Detention line item in their budget as the Committee requested it be reduced for FY13. The line was reduced with the understanding that expenses were outside of the Department's control and if it was required to pay additional costs the Committee would accept those costs. The Committee acknowledged that the line item would be over for FY13, but decided against approving a budget amendment resolution. Instead, they requested the letter from the Court Services Director be supplied to the auditors to include as a footnote to the FY13 audit process. The Committee also authorized payment of a claim for the Public Defender's Office to be paid as a PIA to avoid a late fee.

Member Thompson moved to recommend the County Board approve the July County Accounts in the total amount of \$3,069,984.55, Member Wells seconded, all were in favor and motion carried (enclosed).

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

Discussion was held regarding identified costs allocations to the Health Department, Hillcrest Home and Highway Department for IMRF, FICA and TORT expenses. The Committee will further discuss the information during the FY14 budget process. They requested Ms. Gillaspie contact each of the discussed Departments to request a 5 year long range cash plan and discuss the identified cost allocations with the entities. A meeting will be scheduled during the budget review process with all three entities and the Finance Committee to discuss the Committee's questions.

There was no Old Business.

Under New Business, the Committee discussed the agreement made at the July Committee meeting regarding account balancing between the Treasurer and Accounting reports. It was decided that should there be any balancing issues in the future, the Committee requests both the Treasurer's Office and the County Clerk's Office identify to the Committee a reasonable time estimate they would like to request to continue researching the balancing difference for the Committee to discuss. Additionally, the reports will not be approved until the two report balances match.

The Committee discussed the draft resolution authorizing an additional payment of \$300,000.00 to IMRF to be allocated towards the Sheriff's Law Enforcement Program Enhancement Reserve Account. Member Marvin Gradert moved to recommend the County Board approve the resolution authorizing a \$300,000.00 payment to be made to IMRF, Member Wells seconded, all were in favor and motion carried (attached).

The Committee discussed the draft FY14 budget policy resolution. Member Wells moved to recommend the County Board approve the FY14 budget policy resolution, Member Rathjen seconded, all were in favor and motion carried (attached).

A request was made from Fiscal Choice Consulting to perform an updated user fee study. The Committee requested additional research be completed and ask Department Heads opinion if such a study is necessary.

The Committee discussed the request from the Public Safety Committee to authorize a retro payment be made to Rich Nelson for Noxious Weed Officer duties performed in FY12 and FY13 (additional information is included in the Public Safety Committee report). Chairman Anderson moved to authorize the retro payment to Rich Nelson, Noxious Weed Officer, in the amount of \$1,000.00 to be paid from General Financial Services (2120) Contingencies line (6010), Member Thompson seconded, motion carried with Member Marvin Gradert voting nay.

The next regularly scheduled Finance Committee meeting was set for Tuesday, September 10, 2013, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

With no further business, Member Marvin Gradert moved to adjourn, Member Rathjen seconded, all were in favor and motion carried. The meeting adjourned 7:48 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator