

Finance Committee Meeting Report (Submitted 9-10-14)
Courthouse, Room 303C, Tuesday, September 9, 2014, 4:00 P.M.

Members Present: Jerry Thompson, Loren Rathjen, Marvin Gradert (arrived at 4:20 p.m.) and Dennis Anderson (arrived at 4:45 p.m.). Members Absent: None. Ex-Officio Members Present: None. Others Present: Rich VerHeecke, Karen Urick (arrived at approximately 4:30 p.m.) and Colleen Gillaspie.

Vice-Chairman Thompson called the meeting to order at approximately 4:00 p.m. A quorum was not present.

Lindi Kernan, Supervisor of Assessments, and Barb Link, County Clerk/Recorder, submitted written reports (on file).

Rich VerHeecke, County Treasurer, reported Department activities for the month of August. The due date for the 2nd tax installation is September 10th. The Tax Sale will be held October 31st at 10:00 a.m.

Member Marvin Gradert arrived.

Member Rathjen moved to approve the agenda as printed, Vice-Chairman Thompson seconded, all were in favor and motion carried.

Member Marvin Gradert moved to approve the August 12, 2014 regular Finance Committee meeting minutes as printed, Member Rathjen seconded, all were in favor and motion carried.

Jackie Oberg, Circuit Clerk, submitted a request letter and packet of information pertaining to current fee level for Letters of Office compared to statutory authority (on file). Member Marvin Gradert moved to recommend the County Board approve a resolution increasing the Letters of Office fee to \$10.00, Member Rathjen seconded, all were in favor and motion carried (resolution attached).

Karen Urick arrived.

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

The Henry County Correctional Center Daily Population Report for the month of August was reviewed (on file).

The Committee reviewed the August 2014 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. The Committee reviewed, discussed and questioned various revenue and expenditure entries.

Chairman Anderson arrived.

Member Thompson moved to recommend the County Board approve the August County Accounts in the total amount of \$2,844,392.34, Member Rathjen seconded, all were in favor and motion carried (enclosed).

Under discussion of the current budget, the Overview of Past Due State payments, and the Hillcrest Home Balance Sheet were reviewed (on file). The Committee authorized the creation of the following line items: In account 8400, a revenue line item to be created entitled Grant Reimb and an expense line item to be created entitled Equipment; Creation of an expense line item 8710-5220; and expense line items 8290-3320, 8290-3330 and 8290-3325.

Discussion on the fee study was tabled until the October Committee meeting. A listing of all potential revised fees was requested for Committee review.

During the September 2, 2014 budget meeting, a resolution was requested to be drafted pertaining to the future use of the County Farm revenue. The draft resolution was reviewed and discussed with the Committee. Member Thompson moved to revise the resolution by stating all County Farm revenue, after County Farm expenses, will be used for General Fund purposes and recommend its approval by the County Board, Member Marvin Gradert seconded, all were in favor and motion carried (attached).

The Committee also discussed a request by Hillcrest Home to receive \$119,513.37 from the County Farm fund for the communications system. Member Thompson moved to authorize payment to Hillcrest Home from the County Farm Fund in the amount of \$119,513.37, Member Marvin Gradert seconded, all were in favor and motion carried.

There was no Old Business.

Under New Business, Member Thompson moved to recommend the County Board approve the County Board Chairman to authorize the deed of conveyance for parcel number 20-32-227-024, Member Marvin Gradert seconded, all were in favor and motion carried (attached).

The FY15 budget will be discussed at a budget meeting immediately following the Finance meeting.

Member Rathjen moved to go into closed session at 5:28 p.m. to review closed session meeting minutes per 5 ILCS 120/2(c)(21), Member Thompson seconded; 4 yes – J. Thompson, M. Gradert, L. Rathjen and D. Anderson; 0 no; 0 absent.

Member Rathjen moved to return to open session at 5:28 p.m. (review took approximately 30 seconds), Member Thompson seconded, all were in favor and motion carried.

Member Marvin Gradert moved to release the closed session meeting minutes from March 11, 2014, Member Thompson seconded, all were in favor and motion carried.

The next regularly scheduled Finance Committee meeting was set for Tuesday, October 14, 2014, at 5:00 p.m., Board Conference Room #303C, 3rd floor, Courthouse.

With no further business, Member Thompson moved to adjourn, Member Rathjen seconded, all were in favor and motion carried. The meeting adjourned 5:29 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator