

Finance Committee Meeting Report (Submitted 10-16-14)
Courthouse, Room 303C, Tuesday, October 14, 2014, 5:00 P.M.

Members Present: Dennis Anderson, Jerry Thompson, Marvin Gradert and Loren Rathjen. Members Absent: None. Ex-Officio Members Present: Tim Wells. Others Present: Dennis Verbeck, Katie Laleman, James Cosby, Rich VerHeecke, Jan Weber (at 5:10 p.m.) and Colleen Gillaspie.

Chairman Anderson called the meeting to order at approximately 5:00 p.m. Member Wells moved to approve the agenda moving items X. C. & X. D. to Item III., Member Marvin Gradert seconded, all were in favor and motion carried.

Colleen Gillaspie reviewed the distributed items including applicable Public Defender statutes and a letter to Chief Judge O'Connor from her. James Cosby, Henry County Public Defender, discussed the Chief Judge's required Assistant Public Defender hiring. Mr. Cosby stated he had not had an opportunity to speak with the Chief Judge directly, but would recommend that a contract Public Defender be hired to handle approximately 50 cases per year and additional help with juvenile cases as necessary. Mr. Cosby recommended the starting contract amount of \$40,000.00 be included for budget purposes. The Committee stated they would continue discussion of this item further in the Committee agenda as it related to the FY15 budget.

Mr. Cosby left at 5:24 p.m.

The Committee was given an overview of the agenda item pertaining to changing the minimum lot size for farm dwellings from 10 to 40 acres. Dennis Verbeck, Farm Bureau President, explained his opinion as both a Henry County farmer and the Farm Bureau President. Additional discussion was held among Committee members and others present. Chairman Anderson recommended the Planning & Development discuss ideas for Zoning & Building revenue generation, Member Wells seconded, all were in favor and motion carried.

Mr. Verbeck, Ms. Laleman and Ms. Weber left at approximately 5:45 p.m.

Member Thompson moved to approve the September 9, 2014 regular Finance Committee meeting minutes as printed, Member Rathjen seconded, all were in favor and motion carried.

Rich VerHeecke, County Treasurer, reported Department activities for the month of September. The Treasurer's Office sent out reminder letters to 1,267 delinquent property owners before sending the required certified letters to the remaining 668 property owners. Mr. VerHeecke believed this first time process was to be considered a success. He also reported the 2nd tax distribution had been completed.

Mr. VerHeecke left at 6:00 p.m.

Lindi Kernan, Supervisor of Assessments, submitted a written report (on file). Ms. Kernan recommended a new hourly wage rate be set to charge townships when an assessor fails to complete the assessment work. The previous rate of \$13.75/hour was recommended to be increased to \$19.68/hour based on a wage analysis. Member Marvin Gradert moved to accept the new wage rate of \$19.68/hour to be charged by the County Assessor to townships when a township assessor fails to complete the required assessment work, Member Thompson seconded, all were in favor and motion carried.

Barb Link, County Clerk/Recorder, submitted a written report (on file). The Committee discussed the IMRF monthly report created by Ms. Link. Member Rathjen moved to create a resolution authorizing the County Administrator to be the IMRF Administrator, Member Marvin Gradert seconded, motion carried with Member Thompson voting nay.

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 September Bank Balance Reports and September Interest Report (available at meeting) and the County Clerk's September Fund Balance Reports, (on file) Member Rathjen seconded, all were in favor and motion carried (see enclosed reports).

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

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

Member Thompson moved to recommend the County Board approve the September County Accounts in the total amount of \$3,802,144.97, Member Wells seconded, all were in favor and motion carried (enclosed).

Under discussion of the current budget, the Overview of Past Due State payments, New Employee/Current Employee Revised Wage Info sheet and the Hillcrest Home Balance Sheet were reviewed (on file). Member Marvin Gradert authorized the creation of a revenue and expense line item for the Article 36 Sale of cars for the Sheriff's Department, Member Thompson seconded, all were in favor and motion carried. They also discussed a resolution request from the Veteran's Department moving funds between line items. The Committee did not feel a resolution was necessary, but accepted the increased line item uses as explained.

Discussion on the requested fee study information was held. The Committee requested quotes for a fee study to be completed for all service revenue areas.

There was no Old Business.

Under New Business, the proposed FY15 budget and preliminary tax levy summary was discussed. The Committee requested adding \$40,000.00 to the Public Defender's budget as preliminarily required by Chief Judge O'Connor. Also, a new fund was requested to be created in FY15 entitled Health Department Building fund. Action on this topic was stalled until further in the meeting.

A draft resolution establishing outside Committee per diem rates was reviewed. The Finance Committee had established, per the budget process, a reduction in the Board of Review salary. As a result of that, a salary survey of comparable counties was compiled and distributed to the Committee for informational purposes (on file). Member Rathjen moved to recommend the County Board approve the resolution establishing outside Committee per diem rates, Member Wells seconded, all were in favor and motion carried (attached).

Member Thompson moved to recommend the County Board approve the resolution authorizing participation in the State's Attorney Appellate Prosecutor Program, Member Wells seconded, all were in favor and motion carried (attached).

Member Thompson moved to recommend the County Board approve the resolution authorizing the County Board Chairman to execute the Deed of Conveyance for parcel number 20-28-459-020, Member Rathjen seconded, all were in favor and motion carried (attached).

The Committee continued discussion on the proposed FY15 budget. Member Rathjen moved to present and recommend the Proposed FY15 Henry County Budget to the County Board, to be held over until the November County Board meeting with the addition of a FY14 merit stipend in the amount of \$2,500.00 for the County Administrator and an addition to the County Administrator's base pay for FY15 of 4.25%, all based on the County Administrator's annual evaluation conducted by the Executive Committee and recommended to Finance Committee to determine the amounts and when they should be paid, Member Thompson seconded, all were in favor and motion carried (see enclosed proposed budget and merit stipend resolution for FY14). The Summary of Preliminary Tax Levy will also be presented at the October County Board meeting for information purposes (attached)

The next regularly scheduled Finance Committee meeting was set for Tuesday, November 11, 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 at 8:17 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator