

Finance Committee Meeting Report (Submitted 12-10-15)  
Courthouse, Room 303C, Tuesday, December 8, 2015, 5:00 P.M.

Members Present: Loren Rathjen, Jerry Thompson, Bill Preston and Kelli Parsons.  
Members Absent: Jake Waller. Ex-Officio Members Present: None. Others Present:  
Steve Brandau, Barb Link, Tim Wells, Kelli Humphrey and Colleen Gillaspie.

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

Introduction of guests was completed.

There was no Public Comment.

Member Thompson moved to approve the November 10, 2015 regular Finance Committee meeting minutes with the revision of who approved the October minutes and the parcel number approved for the deeds of conveyance, Member Parsons seconded, all were in favor and motion carried.

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

Lindi Kernan, Supervisor of Assessments, submitted a written report regarding Department activities for the month of November (on file).

Barb Link, County Clerk/Recorder, reported Department activities for the month of November. She also reviewed her recommendations for changes to fees within her office based on the fee study report that will be reviewed later in the meeting.

Tim Wells, County Treasurer, reported Department activities for the month of November.

Barb Link left at 5:37 p.m.

Tim Wells left at 5:39 p.m.

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

Steve Brandau, County Engineer, discussed the purchase of real property. No action was requested nor taken by the Committee.

Steve Brandau left at 5:51 p.m.

The Committee moved to discuss a Current Budget discussion topic. Kelli Humphrey, Health Department Financial Administrator, reviewed a letter created by Duane Stevens, Health Department Administrator, pertaining to funding strains caused by a lack of payments from the State of Illinois. The consensus of the Committee was to accept the request from the Health Department to withhold monthly reimbursements for IMRF, FICA and health insurance premiums to the County for up to three months. At that time, the issue would be reviewed again.

Kelli Humphrey left at 6:15 p.m.

The Committee reviewed the November 2015 Revenue and Expenditure Audit Trail Reports as prepared by the Accounting Department. The Committee reviewed, discussed and questioned various revenue and expenditure entries.

Chairman Rathjen moved to recommend the Communications Committee review the necessity to create a policy requiring the IS Department to approve all print devices, Member Parsons seconded, all were in favor and motion carried.

Member Thompson moved to recommend the County Board approve the November County Accounts in the total amount of \$3,882,072.57, Member Preston seconded, all were in favor and motion carried (enclosed).

Under continued discussion of the current budget, the Hillcrest Balance sheet was reviewed (on file).

The Committee reviewed a request from the Court Services Department for an increase to a Secretary position's wage. Member Preston moved to authorize an increase to the Court Services Department Secretary II wage from \$8.25 per hour to \$9.00 per hour, Member Thompson seconded, all were in favor and motion carried.

Additionally, the Committee authorized the creation of an Autopsy line item (5220) and Lab Expenses line item (5210) in the Coroner Equipment Grant Fund (8590).

Under Old Business, the Committee held over discussion of the fee study recommendations until the January meeting.

Under New Business, Member Parsons moved to approve and authorize the Chairman sign the deeds of conveyance for parcel numbers 06-10-479-010, 20-28-327-013, 20-28-329-008, 20-28-376-008, 20-28-453-007, 20-28-456-013, 20-32-454-032, 20-32-483-002, 20-33-283-001, 20-33-351-004, 20-33-431-026, 20-33-452-003, 20-34-151-008 and 25-05-282-006, Member Thompson seconded, all were in favor and motion carried (attached).

The Committee tabled discussion on the Public Safety Sales tax referendum until the January meeting.

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

The next regularly scheduled Finance Committee meeting was set for Tuesday, January 12, 2016, at 5:00 p.m., Board Conference Room #303C, 3<sup>rd</sup> floor, Courthouse.

With no further business, Member Thompson moved to adjourn, Member Parsons seconded, all were in favor and motion carried. The meeting adjourned at approximately 7:35 p.m.

Respectfully submitted,

Colleen Gillaspie, County Administrator