

Montgomery County Board

Finance Committee Meeting Minutes

Date: Monday, August 5th, 2013

Time: 8:00 AM – County Board Room

Members Present: Chairman Joe Gasparich, Mike Plunkett, Mary Bathurst, Connie Beck, Megan Beeler, Bonnie Branum and Board Chairman Roy Hertel

Others Present: Bane Ulrici, Holly Lemons, Sandy Leitheiser, Ron Jenkins, Mary Purcell, Ray Durston

The committee met today to discuss the following:

1. **Update/Approval SOA Report:** The Finance Committee reviewed the SOA report. There have been 201 certificates of error filed for the 2012 tax bills at this time.
2. **Update/Approval GIS Report:** Mary Purcell submitted the GIS report. The committee discussed the GIS Work Group report.
3. **Update/Approval GIS Work Group Report:** Megan Beeler reported that the GIS work group met and information was collected on how the current GIS system is used, what is lacking and how it could be used. The committee also reviewed the list of “Needs” for GIS and a timeframe of when it is needed. Beeler also reported that the Group reviewed the cost structure that was presented by Bruce Harris Associates for an online system. There are two options for hosting the information on the website. BHA or the County could host the site. It is more cost effective for BHA to host. The Group also discussed prioritizing a near-term plan and a five year plan. Chairman Hertel reported that the GIS fund has about \$150,000 in the fund and that the County spent \$425,000 to set up the GIS Office. Hertel also stated that this money needs to be paid back to the General Fund. Until the \$425,000 is paid back to the General Fund GIS will not have a positive balance. Mary Purcell stated that at the Work Group Meeting she stated the GIS money should go to a separate fund and that no one is hearing her. Purcell stated that Betsy Wilson has told her this as well. The committee stated that it is in a separate fund with in the General Fund. Sandy Leitheiser stated that she can get the fees that other counties are charging for GIS and asked that we stay in line with what they are charging. Beeler stated that we need to work on getting a new flyover done. Gasparich stated we need to look at hard numbers for a flyover for next month’s meeting.
4. **Update/Approval Communication Tower Antenna at Cress Hill:** The committee learned that the that the highway department went out to the site to clear it so it could be inspected. Treasurer Jenkins stated that the inspection should take place next week. Jenkins also reported that an agreement has been reached for a 9 year lease for about \$36,000 with the Cervi family. There will also be an expense to move the current radio equipment from the current tower by the Sheriff’s Department. Hertel stated that we could rent out some space on the current tower. Undersheriff Robbins is researching more costs and will report back to the committee.
5. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:** The committee reviewed the reports from Treasurer Jenkins and a coal tonnage report from Sandy Leitheiser. Jenkins stated that every 11 months, they have to move the long wall machine and will soon be shut down for about 21 days. They do have inventory on the ground to sell and ship.
6. **Update/Approval Discuss Truth in Taxation:** The committee discussed not going over the 5% so there will be no need for a Truth in Taxation hearing.

7. Update/Approval FY2014 Budget Hearings:

- **Probation** – Committee reviewed proposed revenue and expenses for the Probation department

8. Update/Approval Addition to Pre-Approved Vendor List: Ameren Energy Marketing was added to the Pre-approved vendor list. **Motion by Connie Beck and second by Mike Plunkett to add the Ameren Energy Marketing account to the Pre-approved vendor list. All in favor, motion carried.**

9. Update/Approval Convey Deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township: Motion by Mary Bathurst and second by Bonnie Branum to approve and recommend the resolution to convey the deed for County Trustee Parcel #16-13-376-008 in Hillsboro Township. All in favor, motion carried.

10. Update/Approval Copy Machines: Dale Smith has been contacting the offices to complete the contracts. The committee reviewed a spread sheet showing the saving for all the offices

11. Update/Approval Cell Phone Billing: Should take place for the July billing cycle.

12. Update/Approval Postal Machines: Need to review the postage machine lease and possible upgrade. Committee will review the numbers next month. Holly Lemons will contact Pitney Bowes to have them call us to submit a proposal.

13. Update/Approval Severance/Buyout Package: The full board will review this next month. Ron Jenkins ran the numbers and will submit to the full board to make a decision on whether or not to offer the severance package. There will be an executive session at the full board to discuss the parameters. The board will look at the revised numbers for one month. The full board would need to make a decision by the September meeting so there will be time to offer the packages to the employees. Chairman Hertel stated that Treasurer Jenkins needs to check out some details with IMRF. The Finance Committee will set a special meeting on Monday, August 12th at 8:00 am to review the severance/buyout packages and proposals for the postage machines.

14. Update/Approval Other Business: Set the new employee salaries. The minimum starting salary is currently \$18,800. The committee discussed setting the minimum starting salaries based on the job salary survey. Chris Daniels will prepare a spread sheet for starting salaries based on the job salary survey for the September committee meeting.

Motion by Mary Bathurst, second by Connie Beck to pay bills and approve payroll. All in favor, motion carried.

Motion by Mike Plunkett, second by Bonnie Branum to adjourn the meeting. All in favor, motion carried.

Meeting adjourned at 10:00 a.m. The summaries of minutes were respectfully submitted by acting secretary Chris Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.