

# Montgomery County Board

## Finance Committee Meeting Minutes

**Date:** Monday, November 4<sup>th</sup>, 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:** Ray Durston, Stephanie Keiser, Bill Purcell, Mary Purcell, Sandy Leitheiser and Ron Jenkins.

The committee met today to discuss the following:

1. **Update/Approval SOA Report:** Ray Durston submitted his report for the committee to review. The Board of Review has received 82 complaints at this time and completed 75 inspections on properties. The last day to sign an assessment complaint for 2013 payable 2014 is December 6<sup>th</sup>, 2013. Board of Review entry changes will begin soon.
2. **Update/Approval GIS Report:** Mary Purcell reported that GIS work is on schedule. Purcell reported that her computer has experienced some crashes in the past week. The Committee discussed replacing the GIS computer if needed.
3. **Update/Approval GIS Work Group Report:** Megan Beeler reported that the group will meet today after Finance Committee. They have been compiling some data on flyovers and will share the info at the next meeting. They are also looking at the cost to put the GIS data in a website. Mary Purcell stated that by putting the GIS information on line it will save her a lot of time. People will be able to look things up themselves and not have to ask her to look it up.
4. **Update/Approval Convey Deed of Private Property of Parcel #16-01-251-010 in the City of Hillsboro:** Board Chairman Hertel reported that he and a few others toured the property and that the Hillsboro School District is interested in it. This transfer was approved by the Full Board last month and Chairman Hertel has signed the paperwork to give the parcel to the Hillsboro School District. The school district will have their board meeting on November 12<sup>th</sup>, 2013 to approve the transaction.
5. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:** Treasurer Jenkins reported that we have received about \$241,000 in coal royalties for September. There is a \$2.6 million bank balance. The General Fund Balance was down to about \$500,000 at the end of September. The Committee discussed the sale of the Ameren Power plant to Dynegy and how the sales tax money has helped with the County finances. **Motion by Mary Bathurst and Second by Mike Plunkett to send a letter to the Illinois Pollution Control Board to support Ameren regarding the power plant scrubber issue. All in favor, motion carried.**
6. **Update/Approval FY2014 Budget Changes and Recommendations:** The committee reviewed the FY 2014 Budget changes and recommendations submitted by Treasurer Jenkins. The total appropriations for FY 2014 will be \$21,413,468.
7. **Update/Approval FY2014 Budget Appropriation, Levies and Resolutions:** The budget will be passed first and then the resolutions will be read. In years passed we have done the reverse which is lawful. **Motion by Connie Beck and second by Bonnie Branum to recommend the FY 2014 budget and changes to the November 12<sup>th</sup>, full board meeting. All in favor, motion carried.** Plunkett asked how the salary adjustment will be paid for the employees that are taking the severance package. Treasurer Jenkins responded that the expenses will come out of this fiscal year's salary line items. Treasurer Jenkins also reported that the employees that choose to take the severance package have until November 29<sup>th</sup>, 2013 to turn in their signed paperwork and they have until December 7<sup>th</sup>, 2013 at 2:30 pm to rescind their previous decision. Finance Committee Chairman Gasparich stated that Office holders should do what they need to do to hire, and come to the committee at their December

meeting to advise the them on what they want to do to replace an employee that took the severance package.

8. **Update/Approval County Trustee Activity Report:** The committee reviewed the Payment Account Activity report for September 2013 that was submitted by Joe Meyer and Associates in the amount of \$810.00. Treasurer Jenkins reported that the tax sale from last week was done by computer and went very well. Leitheiser shared concerns with the Deer Creek condominium parcels in Honey Bend. Many of these small parcels have not had taxes paid for several years.
9. **Update/Approval Finance Committee Priority List:** The Committee discussed the priority list that was discussed last month. Economic Development has discussed setting up a trust fund with some of the coal revenue for infrastructure needs that would include road and bridges. If the average of the last three year's expenses times two, we could have \$14,000,000 in the bank. Megan stated that in Economic Development Committee they discussed keeping the lights on, setting up a trust for when the revenue is gone and capital improvements and infrastructure needs. Plunkett stated that if \$3.5 million is needed as a reserve to keep the lights on then start the trust fund after the goal balance of \$3.5 million is reached. The committee discussed starting the reserve fund before the \$3.5 million is reached. The committee asked Treasure Jenkins to prepare some reports to share at next month's meeting. Bathurst asked what we would do as far as investing any excess money. The Committee needs to think about what they want to put on reserve sometime down the road and recommend to the full board.
10. **Update/Approval 2014 Finance Committee Meeting Dates & Time:** The committee discussed the meeting dates and times. The meetings will stay on the first Monday of the month and will start at 8:15 am. **Motion by Mary Bathurst and second by Mike Plunkett to approve the meeting dates for 2014 with a start time of 8:15 am. The September meeting will be on September 8<sup>th</sup>. All in favor, motion carried.**
11. **Update/Approval Other Business:**
  - Chairman Hertel stated that Treasurer Jenkins has informed the County employees regarding the new Health Care Reform Act.
  - Bill Purcell reported that he has been checking for prices for keeping data offsite in case of emergency or disaster. Prices are \$1,300 to \$1,600 per year to have all our 250 gigabyte of data backed up off site. Purcell has also checked with a school system and found a cheaper place to store the data for about \$300 per year. The data is in four files. The files are encrypted before it goes and when it goes. Chairman Gasparich suggested putting the encryption keys in a few different places around the County and come back and advise the Committee. Bill Purcell will work with ROE Superintendent Marchelle Kausebaum to work on getting a vendor to keep the data off site.
  - Chairman Hertel stated that Circuit Clerk Lemons gave him a letter with a recommendation on a new salary for the Chief Deputy Clerk. Lemons could not be here today because she had her baby. The Committee discussed putting this issue on next month's meeting in a closed session and any salary increase would be retroactive to when the union contract was signed.
  - Mary Bathurst stated that the Personnel Committee will introduce a change in the Personnel Manual that defines exempt personnel and are expected to work a minimum of 40 hours per week. The committee will ask Ron to calculate the adjustment in days.
  - Bathurst also gave an update on the Wellness Program Discussion with Hillsboro Hospital and Fusion Fitness program.
  - Megan Beeler reported that the Comprehensive Plan will be coming back to the Finance Committee with a recommendation to revise the permitting process for new building improvements.

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

Motion by Bonnie Branum, second by Connie Beck to adjourn the meeting. All in favor, motion carried.  
*Meeting adjourned at 10:25 a.m. The summaries of minutes were respectfully submitted by acting secretary  
Chris Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.*

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