

Montgomery County Board

Finance Committee Meeting Minutes

Date: Friday, September 6th, 2013

Time: 8:15 AM – County Board Room

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

Members Absent: Roy Hertel

Others Present: Sandy Leitheiser, Mary Purcell, Holly Lemons, Ray Durston, Ron Jenkins and Rick Robbins

The committee met today to discuss the following:

- 1. Update/Approval SOA Report:** Ray Durston stated that they have processed 260 certificates of error for the 2012 tax bills. The Board of Review signed the COE's and will continue inspections after the second installment. There have been 56 assessment complaints so far. The 2013 assessment changes are being entered.
- 2. Update/Approval GIS Report:** Mary Purcell submitted her report to the Committee to review. Sandy Leitheiser reported that she has contacted Bruce Harris and Associates to check on items that we may or may not have received when GIS was completed. Leitheiser stated that they need to have the capability to scan in plat maps. Mary Purcell stated that she has submitted proposals for a new flyover to Chairman Gasparich. Leitheiser stated that Cass County captured \$3 million more in assessed valuation when they did their new flyover. The Cass County Engineer that works with their County GIS has offered to meet with us to explain their new GIS information. Megan Beeler stated that she has not seen the flyover proposals yet and was waiting to schedule another GIS Work Group Meeting until there was flyover information to review. Robbins stated that first responders are not using GIS at this point, they are using Google Earth. It would cost a lot of money for emergency responders to tie into our GIS system.
- 3. Update/Approval GIS Work Group Report:** Megan Beeler stated that she will schedule another Work Group meeting once she has reviewed the GIS flyover proposals that she just received. The top priority is a new flyover. Gasparich stated that there was some money allocated in the FY 2014 budget for the purpose of a new flyover. The GIS Work Group has not looked into the Web based system because it is unknown if there is anything budgeted for this. Gasparich stated that there has not been anything put in the budget for the web based system. Beeler stated that she will have another work group meeting to discuss proposals for the flyover and the web based system.
- 4. Update/Approval Award Bids for Sheriff's Vehicles:** Rick Robbins presented the bids to the Finance Committee to review and recommends the low bidders as follows.

	<u>Victory Lane Ford</u>	<u>Wright Automotive</u>
2014 Ford Expedition	\$32,232.75	\$22,362.75
Trade in 2010 Expedition	<u>10,000.00</u>	with trade in
Award bid to Victory Lane	\$22,232.75	
Two-2014 Ford Explorers	\$50,546.50	\$42,418.00
Trade in 2008 Explorer	<u>4,200.00</u>	with 2 trade in's
	\$43,646.50	2008 Crown Vic & 2008 Explorer

Victory Lane Ford Warranty is 3 years/36,000 miles and an additional 2 year/24,000 miles on powertrain only. Wright Automotive warranty is the same warranty above that is the standard warranty offered by Ford. Sheriff's Department recommends the low bid from Victory Land Ford for the 2014 Ford Expedition and recommends the low bid for the two 2014 Ford Explorers from Wright Automotive.

2013 Chevrolet Tahoe PPV Police Interceptor 4 X 4's. Roger Jennings bid: \$30,765.60 per unit.

Total price for two units is \$61,531.20 plus any applicable license and title fees. There are no trade ins.

Manufacture warranty of 3 year/36,000 mile bumper to bumper and the 5 year/100,000 mile power train warranty. The Sheriff's Department recommends the bid from Roger Jennings for the 2013 Chevrolet Tahoes in the amount of \$61,531.20. Robbins estimates that the 5 new vehicles and the cost to move equipment over from the old vehicles to the new vehicles will cost about \$159,000. There were two vehicles that were not on the trade in list and were to be held over for other employee use. One of the reserve vehicles was recently damaged in an accident involving a deer. The Insurance reimbursed the County \$7,700 for the damaged vehicle. **Motion by Beck and second by Branum to recommend taking these low bids to the full board. All in favor, motion carried.**

- 5. Update/Approval Communication Tower Antenna at Cress Hill:** Rick Robbins stated that Treasurer Jenkins has been doing the work to contact the Cervi family to negotiate on the Antenna at Cress Hill. The States

Attorney's Office recommends not pursuing the negotiations until the Cervi Estate is finalized. Gasparich stated that the expenses for the purchase and renovations to the tower were put in the FY 2013 budget.

6. **Update/Approval Convey Deed of Private Property of Parcel #21-02-108-013 in East Fork Township:** Chairman Gasparich had Bill Gonet check out the two properties to see if there were any environmental issues and Gonet did not find any. The Committee discussed getting a title search done to see if there were any issues with the County accepting these two parcels from private property owners. The Committee discussed getting direction from Chairman Hertel on how to proceed with whether the County should accept these two parcels or not.
7. **Update/Approval Convey Deed of Private Property of Parcel # 16-01-251-010 in the City of Hillsboro.** Gasparich stated that these parcels need to be checked out thoroughly and that Gonet should check them out for environmental issues before the County accepts the deeds.
8. **Update/Approval Estimate Tax Levy:** The Committee reviewed the Real Estate Tax Levy/Extension Summary Comparison report that was prepared by Treasurer Jenkins. The FY2014 estimate Extension will be 4.9979% which is under the 5%, so there will not be a Public Hearing.
9. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:** The Committee reviewed the Coal Revenue report and graph that was prepared by Treasurer Jenkins. The August coal payment was \$193,000.
10. **Update/Approval FY2014 Budget:** Committee will discuss. The Salary Increases for non-union employees should be in the budget. The committee approved putting a "draft" of the budget on the County Web Site as well as in the hallway on the first floor for 30 day display.
11. **Update/Approval Postal Machines Proposals:** The Committee reviewed the revised proposals for the postage machines. After reviewing last month's bids, it was discovered that the two companies did not bid on the same scale that was required by the County, so new proposals needed to be submitted. The County decided to go with two of the IN700DS30 machines. Three proposals were received. Walz Company submitted a price of \$685.30 for a 48 month lease and \$627.44 for a 60 month lease. Midwest Mailing submitted a price of \$634.48 for a 48 month lease and \$581.71 for a 60 month lease. **Motion by Mary Bathurst to recommend to the Full Board to rescind last month's previous bid on the Postage Machines. Voting Yes = Bathurst, Plunkett, Beeler, Beck, and Branum. Voting Present = Gasparich. Motion by Mike Plunkett and second by Megan Beeler to accept the low bid from Midwest Mailing Solutions for the IN700DS30 Postage machine for a 60 month in the amount of \$627.44 per month. Voting Yes = Bathurst, Plunkett, Beeler, Beck, and Branum. Voting Present = Gasparich.**
12. **Update/Approval Severance/Buyout Package:** Motion to enter into Executive Session by Mary Bathurst and second by Bonnie Branum. All in favor, motion carried.
Motion by Mike Plunkett and second by Bonnie Branum to come out of Executive Session. All in favor, motion carried. Time 10:24 am
Motion Joe Gasparich and second by Mike Plunkett to present the amended severance package to the Full Board with the provision to drop the age requirement on insurance of 59 years of age for the continuation of the insurance. All in favor, motion carried.
13. **Update/Approval U of I Job Study:** Will be discussed at next month's meeting.
14. **Update/Approval Finance Committee Priority List:** The Committee discussed a priority list and that one goal should be is to have \$3.5 million in the General Fund. Second, to keep the County running, and third to spend money to improve buildings. The Committee will think about items and add them to the priority list at next month's meeting.
15. **Update/Approval Addition to Pre-approved Vendor List:** The Committee reviewed the revised Pre-approved vendor list that adds American Messaging. **Motion by Bonnie Branum and second by Mary Bathurst to recommend the approval of the addition to the Pre-approved Vendor List to the Full Board. All in favor, motion carried.**
16. **Update/Approval ROE Quarterly Report:** The Committee reviewed and approved the recommendation to the full board of the Quarterly report submitted by Regional Office of Education Superintendent Marchelle Kassebaum.
17. **Update/Approval Other Business:** None at this time.
Motion by Mary Bathurst, second by Megan Beeler to pay bills and approve payroll. All in favor, motion carried.
Motion by Mary Bathurst, second by Bonnie Branum to adjourn the meeting. All in favor, motion carried.
Meeting adjourned at 10:40 a.m. The summaries of minutes were respectfully submitted by acting secretary Chris Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.