

# Montgomery County Board

## Finance Committee Meeting Minutes

**Date:** Monday, June 2<sup>nd</sup>, 2014

**Time:** 8:15 AM – County Board Room

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

**Others Present:** Holly Lemons, Sandy Leitheiser, Ron Jenkins, Mary Purcell, Betsy Wilson, Hugh Satterlee, and Ray Durston

The committee met today to discuss the following:

1. **Update/Approval SOA Report:** Ray Durston submitted his report and stated that he will be getting with Mike Plunkett to get a media notice together regarding the Structural Permit process.
2. **Update/Approval GIS Report:** Mary Purcell submitted the GIS report. Purcell referred to Megan Beeler to update the committee regarding the flyover that was not completed. Beeler talked with Schneider and with Durston and Mary Purcell to see if we should go ahead and take what they have done and they could complete the rest in the fall. The municipalities are done and it won't be that hard to blend the two fly overs. Beeler talked to Durston and it will be OK to take municipalities now. Mary Purcell stated that Schneider will deliver the municipality flyover and it will be reviewed here and then Mary Purcell will look at to see if the quality is there and if the two flights were blended well. Hertel stated that the committee needs to decide on what data to accept and when. Gasparich asked if we need to amend the contract for taking two different flyovers. Durston stated that the last time we did a fly over the company gave us bits and pieces then. Plunkett stated that we may as well accept the completed data. Gasparich asked Mary if she is comfortable in accepting the 6 inch municipal information. Hertel asked if the new municipal info can be put on the web site and Mary Purcell said they can. Leitheiser stated that she did a press release. Chairman Hertel asked Mary Purcell if she got more info on the advertising of the web site and she referred back to Beeler. The committee discussed having only local advertisers so there is some control over who is advertising. The companies that sell the advertising will get a percentage of the sales. Purcell stated that she and Durston have been working on the language. Gasparich inquired if the Journal News web advertiser could also do this for the County. Gasparich will inquire with John Galer and report to Mary Purcell.
3. **Update/Approval Add Fusion to Prepaid Vendor List:** Committee reviewed the prepaid vendor list submitted by County Clerk Leitheiser to add Fusion. **Motion by Beeler and second by Beck to add Fusion to the prepaid vendor list. All in favor, motion carried.**
4. **Update/Approval County Trustee parcels- Policy/Procedure:** The committee discussed the properties in Ohlman, Butler, and Witt that is now owned by the County because the County Trustee went to deed on these parcels. The committee discussed having a policy/procedure in place so that we don't end up with these buildings that are in disrepair. The committee discussed having the proper paperwork and permits in place before buildings get torn down. Betsy Wilson reported that the statute states that if our tax agent has the property, by law must take the deed. We need to come up with a way legally so we don't go to deed on these dilapidated properties. Leitheiser stated that we could go to all the taxing bodies for that property to obtain resolutions to abate taxes similar to what took place with the Corner Block Building in Hillsboro. There is a property in Butler that the Village has condemned and sent notice to the County. Gasparich stated that we need to check with some local contractors to see

what it would cost to tear down some of these buildings. Jenkins stated that we should tear down the buildings for the parcels that we own and then offer the parcel to the municipality and they need to take deed immediately. Betsy Wilson, Ron Jenkins and Joe Meyers attorney will meet this Thursday regarding the issue of going to deed on these dilapidated properties.

5. **Update/Approval Tear Down of House in Butler:** Highway Department doesn't have a track hoe to tear down, however they could use the county trucks to haul off the material. The committee discussed having a contractor give us an idea of the cost to demolish and dispose of these properties. The county would need to get the proper permits and paperwork to demolish. **Motion by Plunkett and second by Bathurst to get bids after June 12<sup>th</sup>, to demolish the buildings in Ohlman and Butler. All in favor, motion carried.**
6. **Update/Approval Monthly Coal Revenue Report and Revenue, Expense & Bank Balance Report:** Committee reviewed three reports prepared by Treasurer Jenkins. The first report is the coal mine royalty disposition of funds to reflect the January full board motion. The second report is the idea that Chairman Hertel proposed last month where the first \$100,000 of coal money revenue is put in a fund each month for general operating expenses and the balance is split between the Reserve Fund and Capital fund. The third report is an idea that Mike Plunkett shared of having a minimum of \$3.5 million in the Reserve Fund and \$86,000 in the Operating fund and there would be no money in the Capital improvement fund as of this date. Next month the check would be split three ways with \$100,000 into the operating fund and the other two funds sharing what is left. The committee discussed the three proposals and the majority decided that we should go with the Mike Plunkett plan. Hampton+Knodle raised the question about how the Economic Development Committee needs to proceed with getting public comment about how the money should be spent using the information they have gathered from the board members. Gasparich stated that there should not be any public input until the budget process is complete so we can see what is submitted by the county offices and committees. Hampton+Knodle requested some clear direction on how to proceed so the Economic Development Committee can start planning. Chairman Hertel stated that public meetings would be labor intensive and that we should do mailings in order to gather information from the public. Bathurst likes the less labor intensive approach to getting the information. There should be a media campaign that the County is wanting information on how the coal revenues should be spent in the long term. Chairman Hertel stated that the Economic Development Committee needs to make a list of people and businesses to target by mail and the Chairman's Office will do the mailing. It was suggested that the Economic Development Committee come up with a document similar to the County Board member survey, for the public to make comments. Beeler talked about putting a place on the county website so people can get on and submit their comments. Some of the members of the committee thought that Economic Development Committee should go ahead and start gathering information and they should discuss this at their next committee meeting. It was then discussed that the board would have to take a vote to spend any month in the Reserve Fund. Hampton+Knodle stated that she sees the committee doing an application process and payment process which would take some planning and that she also spoke with Marchelle Kassebaum to see if ROE could do something with addressing workforce development skills. Mike Plunkett asked if Marchelle can do this for just our County and Hampton+Knodle replied that ROE can just target for Montgomery County. Hertel stated we need to know the projected costs for doing anything. The committee discussed whether they should amend January's motion or just make a new motion for how the money will be reported. The committee discussed that we have the \$3.5 million in reserve right now. **Motion by Bathurst and second by Beck to retain a minimum of \$3.5 million balance in the Reserve Account and the maximum balance would be the legal limit allowable by court ruling. Coal revenues received after attaining the \$3.5 million shall be deposited as follows: (a) \$100,000 (minimum) deposited to the Operating and Maintenance Account with the remainder**

**divided equally to the Reserve Account and Capital Improvement Account. (b) If the payment received is less than \$100,000 then the entire amount will be deposited to the Operating and Maintenance Account. All in favor, motion carried.** Hampton+Knodle will come up with a list of people to contact regarding this issue and target the mayors at the July Economic Development meeting.

7. **Update/Approval FY 2015 Budget Hearings:** Are scheduled for July 21<sup>st</sup>, 22<sup>nd</sup> and 23<sup>rd</sup> at 8:15 a.m. with Committee and 8:30 a.m. with Office Holders. Offices need to have their budgets to the Treasurer's office by this Friday, June 6<sup>th</sup>, 2014. Chairman Hertel stated that it was brought up that \$200,000 needs to be cut out of the budget for each of the next five years to cut the \$1 million dollar deficit. Hertel stated that Betsy Wilson is researching the referendum issue for Levying taxes for FAYCO. Plunkett stated that it didn't make sense to lay people off to fund economic development. Plunkett also stated that maybe the goal should be to cut the \$1 million deficit over 10 years so that we can still provide the services without laying people off. Hertel thinks we can cut out \$100,000 with some changes. We need to take a look at the work load. Satterlee stated that there are increases annually by regular and union employees and utilities. That \$200,000 is not going to get you into the black because of salaries and utilities going up each year. Satterlee also stated that each office needs to look at their work load and work force and advise the county board on whether the staff levels need adjusted. The board needs to ask offices if they can operate with less people.
8. **Update/Approval Priorities for Long-Term Improvement Fund:** Hampton+Knodle shared the survey results for the Long-Term Improvement Priority Fund that was submitted by board members. Capital Improvements includes making a list of top priority road projects, tuck-pointing of the Historic Courthouse, cost saving measures for the Jail and having at least one county road engineered at 80,000 pounds running north and south as an artery to connect with the east-west highways. Under the Long-term improvements, workforce development, continue automating county administrative services and to place a portion of funds in Revolving Loan Fund for zero-interest infrastructure loans to communities in the County. The County cannot be the direct lender so we need to work through the specifics to be cable to do this. We need to look at December 2013 and continue with \$100,000 as a base for operating and then this December we look at how much money is in the Long-Term Improvement Fund and then start budgeting for the different priorities.
9. **Update/Approval ROE Quarterly Report:** Committee reviewed the R.O.E. quarterly report that was submitted by Marchelle Kassebaum. **Motion by Plunkett and second by Beck to recommend the approval of the ROE Quarterly report. All in favor, motion carried.**
10. **Update/Approval Other Business:** None at this time.

Motion by Connie Beck, second by Bonnie Branum to pay bills and approve payroll. All in favor, motion carried.  
Motion by Bethurst, second by Plunkett to adjourn the meeting. All in favor, motion carried.

*Meeting adjourned at 10:30 a.m. The summaries of minutes were respectfully submitted by acting secretary Chris Daniels, as Deputized by Montgomery County Clerk/Recorder Sandy Leitheiser.*