

AUDIT/FINANCE/PURCHASING COMMITTEE

September 14, 2017

Present: Becky Edwards, Chairman-Aaron Allen- Paul Schmitz -Vicki McMahon

Absent: - Matt Wells

Others present: Tim Carlson, Mike Havera, Nancy Martin, Dr. Terry Cunnington, Gerry Mahr, Mike Crews, Betty Asmussen, Bruce Engeling, Marilyn Voggetzer (other members of the Senior Citizens) and Jan Bland.

The Finance Committee met on Thursday, September 14, 2017 at 6:30 p.m. in the County Board Meeting Room, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address agenda items and any other matters properly brought before the committee. Attendance was taken and Finance Chairman Becky Edwards noted a quorum. There were no public comments.

ESDA VEHICLE UPGRADE

Mike Crews requested the use of the budgeted vehicle funds to purchase a newer vehicle for the department. Currently some travel, especially in rain is not ideal as there are holes in the floorboards. He presented three options of used automobiles. He favors one especially with low mileage. Mr. Crews will apply for a \$4,500 grant or reimbursement to the County for the replacement vehicle. The money is in this year's budget. A motion was made by Aaron Allen and seconded by Paul Schmitz to approve the purchase as budgeted. The motion carried.

HEALTH DEPARTMENT FINANCIAL STATUS

As the financial status of the Christian County Health Department continues to decline, an option was asked of States Attorney Havera if a temporary loan could be used from the TB Fund. After consulting with several other counties, States Attorney Havera explained the general advice he received was not to do it. The reason behind the discouragement is the TB Fund is money that is levied for a specific use. The disease of TB is rare and the money has had some accumulation over the years. During his research, other counties noted that their TB levy was removed and converted to general health department programs. In order to do this it is most likely a referendum will need to take place to transfer the use of levied money. Havera said, "We are looking for best practices for the County." He will report back with the procedure for the tax levy change.

Dr. Terry Cunnington, the President of the Board of Health, commented that they just need some money to get them through until the grant money can be approved and paid to

the department. We just need something rather than reducing hours or shutting the doors. The process is not as simple as reducing the time or services to save money, but if reduced or no service is provided, no grant money gets returned. They have to work it, report it and then receive the money.

Health Administrator Nancy Martin again reiterated that some grant applications have not been signed by the State to even assure future payment and the few that are active only small amount of reimbursements are coming in. Some grants have been reduced. Currently, no FY 2018 money has been received and there is no expectation of when it will be. When asked bottom dollars today, Nancy said after 9/29/2017 there will be approximately \$94,000 and monthly expenses range from \$40,000 to \$50,000.

Chairwomen Edwards also asked about other health departments around the state as to what are they experiencing. The response reflected others have reduced hours of operations/days per week open and have also reduced or laid off staff and reduced programs and services. At some Health Departments they have done all three reductions. CC Health Department is just now at the critical state due to saving money over the years which is now almost all gone. During the Environmental Committee meeting, an increase in the annual food permits was presented for increased revenue. These funds are still minor in the big picture and will not be coming in until December and January.

The Committee recommended the use of a line of credit from a local bank which is the financial avenue that 911 used when they were in financial crisis last year. The process is to use what you need, pay it back as money comes in and repeat as needed. Nancy was concerned there will be interest and she can't charge that back to the grants. All entities will keep a close eye on the situation.

SENIOR CITIZEN BUDGET REVIEW

Gerry Mahr, Taylorville Senior Citizen Director presented their budget for review as the senior citizens in Christian County have money levied through the County's levy. Although, he only submitted the Taylorville budget, Mr. Mahr noted that levied money is distributed to him for distribution to the other centers.

The tax levy is \$128,000 for all centers in Christian County and is divided as follows:

Taylorville Center	\$78,080
Pana Center	\$29,440
Morrisonville Center	\$ 8,960
South Fork Center	\$11,520

Next year all senior centers will be invited to present their individual budgets showing the need for levied money. Mr. Mahr explained that the levied funds are allocated for 1/3 of their transportation budget.

CLAIMS

A motion was made by Paul Schmitz and seconded by Aaron Allen to approve the claims for September as submitted. The motion carried.

HOLIDAY SCHEDULE

The 2018 calendar year holiday schedule was submitted for approval. The holidays have not changed from the current year and comply with union contracts. A motion was made by Vicki McMahon and seconded by Aaron Allen to approve 2018 holiday schedule. The motion carried.

DELINQUENT TAX RESOLUTIONS APPROVED

Resolution 2017 TR 015 was presented for approval. Stefanie Bailey, for Shawn Strohl paid the back taxes and requested surrender of the tax sale certificate on property at 915 E Third Street in Pana Township. A motion was made by Paul Schmitz and seconded by Aaron Allen to adopt Resolution 2017 TR 015 and dispense with the reading. The motion carried.

Resolution 2017 TR 016 was presented for approval by Treasurer Betty Asmussen. The property located in South Fork Township, parcel number 15-12-10-411-009-00 received a bid of \$675.00 from Joseph and Julitta Newingham to execute the deed. Aaron Allen made the motion to adopt and dispense with the reading of Resolution 2017 TR 016 and Vicki McMahon seconded the motion. The motion carried.

BUDGET REVIEW

Chairwoman Edwards and Treasurer Asmussen reviewed changes from various departments and compared last year's budget.

- A \$14,000 request towards the purchase of a squad car was denied.
- Many departments of which have employees who waive health insurance coverage were eliminated from their office budget. This does not eliminate the option for employees to participate in coverage, but does help reduce the budget for options waived.
- Animal Control will move line items of food and veterinarian services for the animals to an account set up for the care of animals through contributions.
- Court Security will consist of all part time security officers with the retirement of a full time deputy.

- The only increase [other than contractual salary increases] at this time is the website upgrade/redesign due to ADA compliance. Next year the website maintenance line item should reduce substantially.

Chairwoman Edwards had additional comments:

- Last year 2016 our contingency fund spent \$64,887 and to date this year 2017 only \$12,805 has been spent.
- Even with contractual salary increases for 2018, the overall FY 2018 budget was reduced about \$280,000.
- “Although the goal was a 5% reduction, a 4-4.2% reduction is good and I am very pleased with the result.”
- The non-bargaining employees have not yet been addressed for raises. The AFSCME employees will receive an hourly increase equal to \$500 next year and it was suggested that the non-bargaining receive a flat \$500 one time pay next year as well. The county board does not determine all non-bargaining employees. Non-bargaining is mostly management and mid-management employees [elected office holders are not included in this group except prior to the election of their position]. A list will be prepared with who is eligible for the \$500 lump sum pay and the total cost.

INSURANCE BIDS

It was reported that six companies have been sent information on the work comp, property and causality coverages.

A motion was made by Vicki McMahon and seconded by Aaron Allen to adjourn. The motion carried.

Respectfully submitted,

Becky Edwards

Finance Committee Chairwoman