

## **AUDIT/FINANCE/PURCHASING COMMITTEE**

**November 15, 2018**

Present: Becky Edwards, Chairwoman

Paul Schmitz, Venise McWard, Vicki McMahon, Matt Wells

Absent: None

Others present: Mike Gianasi, Bruce Engeling, Tom Latonis, and Jan Bland.

The Finance Committee met on Thursday, November 15, 2018 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 Chairwoman Becky Edwards noted a quorum. There were no public comments.

### **CLAIMS**

A motion was made by Vicki McMahon and seconded by Venise McWard to approve the claims as presented for November. The motion carried.

### **APPROVE SECOND CLAIM PERIOD FOR NOVEMBER**

A motion was made by Venise McWard and seconded by Vicki McMahon to approve the second claims period for November with collection on November 28<sup>th</sup>. The motion carried.

### **WORK COMP PREMIUM**

Dan McNeely presented the new premium for work compensation plan through the Illinois Public Risk Fund. The 2018 premium was \$74,500 and the 2019 premium decreased to \$69,308 due to few claims. Additionally, due to a good claim record, the safety grant money will be \$4,927 for our departments to utilize for safety equipment. No action was required.

### **SHERIFF'S DEPUTIES CARS**

Chief Deputy Bruce Engeling reported to the committee that due to a change in the procedures for the Central Illinois Enforcement Group "task force", the equipment the County will receive one new vehicle for the task force deputy at no cost and credit for a half of a car. The County will pay for the other half. The numbers work out to 1 ½ because the County has one full time deputy and one part time deputy on the task force. From this point forward, the County will claim the cars as property and be responsible for continuing maintenance. These vehicles will not replace the requested two new road deputy cars in the 2019 budget. A note on the budgeted cars: Due to a change in styles, we may have to wait several months to be able to purchase the new vehicles.

### **REGIONAL DEVELOPMENT ORGANIZATION DISCUSSED**

Finance Chair Becky Edwards presented written information provided by the new development group. The basics were reviewed including seven counties in the designated region: Christian, Shelby, Calhoun, Greene, Jersey, Macoupin, and Montgomery. These are the same counties that were previously represented by West Central Development Council. The grant funding is a matching amount of \$140,000; therefore each county's annual contribution will be \$10,000. Much discussion was debated as to whether to participate or not. In the next month or so, other representatives will be available to answer questions during a full board meeting. Matt Wells made a motion to table the topic for more information and discussion and the motion was seconded by Vicki McMahon. The motion carried.

### **ANIMAL CONTROL/ZONING BUDGET REVIEW AFTER CONSOLIDATION**

The Animal Control budget was reviewed based on the October 31<sup>st</sup> balance report.

- A few line items had expenditures that exceeded their line item.
- The animal food, vet service and spay and neuter program line items were charged to lines which should have been paid from the animal care fund. Those were removed and charged appropriately.
- The salary lines were applied correctly for payment to the part time line and a full time line, however, at mid-year there were only part time employees which exceeded that line but the full time line had approximately the same in overage.

Further explanation: the truck had some repair issues and it was fixed. The building was brought up to code as well as some safety equipment creating some expenses to exceed a specific line item. On the flip side, some lines items were still under budget. The zoning budget is well under budget due to the salary consolidation and with both budgets together, the moneys expensed did not exceed the combination. However, it was recommended to transfer money from contingency to the animal control line items. A motion was made by Vicki McMahon and seconded by Venise McWard directing the Treasurer to review the expenses in the animal control FY 2018 budget and balance department 014 as deemed necessary through contingency transfers to specific budget line items including the claims and payroll obligations for the month of November not to exceed \$7500. The motion carried.

#### FY2019 BUDGET RECOMMENDED

With a balanced budget, and no further changes suggested, Venise McWard made a motion and Vicki McMahon seconded the motion to recommend to the full Board the adoption of the FY 2019 Budget.

The motion carried.

#### CHRISTIAN COUNTY TAX LEVY ORDINANCE RECOMMENDED

The Treasurer had submitted the tax levy for approval. With no questions, Vicki McMahon made the motion to recommend to the full board to adopt the Christian County Tax Levy Ordinance O2018 CB 011 which will be filed with the County Clerk. Paul Schmitz made the second and the motion carried.

#### IDES PENALTY PAID

County Clerk Michael Gianasi explained in July the submission of the unemployment reporting claimed no submittal. Although the County pays ICRMT through their unemployment payment program, the filing must be transmitted to the State [IDES]. In the process, submit and save and print steps are included. The submit button was accidentally overlooked which generated the penalty letter. A letter of waiver was requested by Michael Gianasi but denied. The County Clerk paid the penalty immediately and has asked for reimbursement back to the agency account. Matt Wells made the motion to reimburse the agency account from contingency in the amount of \$510.00 and Vicki McMahon seconded the motion. The motion carried.

## EXECUTIVE SESSION

Members took a short three minute break and a motion was made by Becky Edwards and seconded by Paul Schmitz to go into executive session for the purpose of collective negotiating matters between the public body and its employees or their representatives, 5ILCS 120/2/(c)(2). All ayes were recorded via a roll call vote. The motion carried.

Becky Edwards made a motion and it was seconded by Paul Schmitz to come out of executive session for the purpose of collective negotiating matters between the public body and its employees or their representatives, 5ILCS 120/2/(c)(2). No action was taken.

## CLOCKTOWER REPAIRS APPROVED FROM CAPITAL IMPROVEMENT

As referred from the Highway/Building Committee to make repairs to the clock tower area, a motion was made by Vicki McMahon and seconded by Venise McWard to forward and recommend to the full Board to accept the quotes at or below the proposed amounts and notify Mr. Kennedy or Zach Hicks if there is an expectation of an increase early in the project repairs and to pay from the Capital Improvement Fund. The motion carried.

A motion was made by Paul Schmitz and seconded by Vicki McMahon to adjourn. The motion carried.

Respectfully submitted,

Becky Edwards

Finance/Audit Chairwoman

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