

Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, October 9, 2007, at 4:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Sorensen, Members Renner, Segobiano, Nuckolls, Owens, Selzer and Bostic

Members Absent: Members Gordon and Hoselton

Other Members Present: Member Dean

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/
Elected Officials Present: Mr. Eric Ruud, First Assistant State's Attorney;
Mr. Craig Nelson, Director, Information Services

Others Present: None

Chairman Sorensen called the meeting to order at 4:30 p.m.

Chairman Sorensen presented the minutes from the September 11, 2007 Executive Committee Meeting for approval. Hearing no corrections to those minutes, Chairman Sorensen advised that the minutes would stand approved as presented.

Chairman Sorensen presented three Reappointments, one Appointment and one Resignation to the Committee for approval.

Motion by Owens/Bostic to Recommend Approval of three Reappointments, one Appointment and one Resignation as recommended by the Chairman.
Motion carried.

Chairman Sorensen presented a request for the County to file as an Intervener in the Enbridge Pipeline Application pending before the Illinois Commerce Commission. He invited Mr. Eric Ruud, First Assistant State's Attorney, to review the issue.

Mr. Ruud explained that the Enbridge Pipelines Company ("Enbridge") is seeking an Order from the Illinois Commerce Commission to allow the construction, operation and maintenance of a new 170 mile long, 36-inch wide crude liquid petroleum pipeline with a 60-foot wide permanent easement through eight Counties from Pontiac, Illinois to Patoka, Illinois. He noted that Enbridge also seeks an additional 60-foot wide temporary workspace easement along the permanent easement.

Mr. Ruud advised that Enbridge states that it is in the public interest to construct the pipeline as there is a demand for refined petroleum products and the need to transport crude petroleum to refineries in the Midwest. The pipeline will be built and inspected according to industry and government standards.

Mr. Ruud indicated that approximately 560 owners of about 801 tracts of land are affected by the pipeline. None are located in Bloomington or Normal. However, about 100 of those tracts are located in six townships of McLean County, namely Gridley, Money Creek, Towanda, Old Town, Downs and Randolph. Mr. Ruud noted that Enbridge claims that the owners of 88% of all tracks have already provided permission to survey their tracts. Enbridge seeks to acquire real property through negotiated agreements with the affected land owners. Enbridge seeks authority to acquire real property by eminent domain if their negotiations fail to produce an agreement. Existing public utility right-of-way will be utilized when at all possible.

Mr. Ruud stated that Enbridge claims that at least \$350 million has been committed to the project. Also, archeological, environmental and agricultural surveys are already underway.

Mr. Ruud reviewed the actions of the Illinois Commerce Commission to date, as follows:

- 43 petitions to intervene have been filed to date by affected landowners.
- No petitions to intervene have yet been filed by any affected County, Municipality, Township or other public officials.
- No commentary or evidence has yet been presented and no evidentiary hearing has been scheduled.
- A Pre-Hearing Conference was scheduled by the Administrative Law Judge for October 3, 2007. However, it was continued to October 31, 2007 for a status hearing. No witnesses will be heard and no evidence will be taken at that time.
- The entire hearing process takes 6-12 months.

Mr. Ruud reviewed what is required of the McLean County Board, as follows:

- Nothing is required under Illinois law.
- The County Board is not a necessary party to this case and has no unilateral authority to grant, modify or deny Enbridge's Application.
- The ICC has sole jurisdiction.

Mr. Ruud reviewed what the County can do if it so desires:

- The County may present evidence in the form of a Resolution in support of or in opposition to the Application. However, it would be premature to do so at this time because:
 - Any communication from the County Board would be ex parte and cannot be considered by the ICC.
 - No evidence has been presented to the ICC yet; therefore the County Board has nothing upon which to take a position.
 - The County has not yet been allowed to intervene in the case.

Mr. Ruud stated that, in order for the County to intervene, it must file a Petition to Intervene with the Illinois Commerce Commission. He noted that he will prepare the petition if the County Board so desires. Mr. Ruud indicated that, if the County's petition is granted, and it probably will be, the County will get access to the ICC's E-Docket system and have access to copies of all filings, motions, notices, and other evidence. With that information, the County Board may file a Resolution in support of or in opposition to the Application with the ICC and the ICC will be legally able to consider it during the formulation of their decision.

Mr. Renner asked what is the obligation of the County Board should it decide to file a Petition to Intervene. Mr. Ruud replied that the County would be under no obligation to do anything. Rather, it allows the County the opportunity to get notices of the hearings and pertinent information.

Ms. Bostic recommended that the proposed project be coordinated in conjunction with the proposed East Side Corridor Highway. She expressed her support to file a Petition to Intervene in order for Mr. Ruud to review the documents and keep the Board abreast of the project.

Mr. Segobiano suggested that there are people in McLean County who do not want this pipeline. He stated that, as elected representatives of the County, it is the Board's obligation to be involved in this pipeline project. He recommended that the County file a Petition to Intervene.

After considerable discussion, the Committee agreed that the County should file a Petition to Intervene so that the County can be kept informed.

Motion by Segobiano/Bostic to Recommend that the State's Attorney be authorized by the County Board to file as an Intervener in the Enbridge Pipeline Application pending before the Illinois Commerce Commission.
Motion carried.

Mr. Craig Nelson, Director, Information Services, presented a request for approval to purchase Mobile Data Computers under the State of Illinois Central Management Services Contract. He stated that these are replacements for the mobile data computers that are currently in the County Squad cars. This is a planned purchase and funds are budgeted in FY'2007.

Motion by Selzer/Nuckolls to Recommend Approval to Purchase Mobile Data Computers under the State of Illinois Central Management Services Contract.
Motion carried.

Mr. Nelson presented a request for approval of an Intergovernmental Agreement with the City of Bloomington to provide Network Access to Digital Fingerprints. He explained that Bloomington has purchased a machine for storing and capturing fingerprints. Mr. Nelson noted that the County Jail already has a similar machine and can transmit the fingerprints to the Bureau of Identification. He stated that Bloomington is asking permission to network the two machines so that the fingerprints can be transmitted over their machine at the same time the capture is done.

Motion by Nuckolls/Owens to Recommend Approval of an Intergovernmental Agreement between McLean County and the City of Bloomington to provide Network Access to Digital Fingerprints.

Chairman Sorensen asked if Bloomington will reimburse any expense incurred by the County for this procedure. Mr. Nelson replied that the County will not incur any expense.

Motion carried.

Mr. John Zeunik, County Administrator, presented a request for approval of a Resolution for the Mandatory Federal Funding for the Veterans Health Care Advisory Referendum as requested by Lt. Governor Pat Quinn. Mr. Zeunik stated that there is an effort underway in Illinois to place an Advisory Referendum on the ballot requesting that the Federal Government meet its obligations in the area of Veteran's healthcare. Because of the early Primary this year, if the County Board wishes to place this Advisory Referendum on the ballot, the decision must be made no later than Monday, December 3rd.

Mr. Selzer stated that he does not understand the Referendum. He noted that he does not know of any Veterans who are in need of service-related problems that are not getting served. Mr. Selzer also questioned the fact that this Referendum was prepared at Lt. Governor Quinn's personal expense.

Mr. Segobiano indicated that it is well documented that a lot of veterans are not getting the assistance they need. However, he believes this Referendum is a political ploy. Mr. Segobiano suggested that the County's local Veterans Assistance Commission review this Referendum and make a recommendation to the Board.

After a discussion, it was the consensus of the Committee that this proposal should be forwarded to the Veterans Assistance Commission for review and recommendation to the Executive Committee and the County Board.

Ms. Diane Bostic, Chairman, Property Committee, reported that the Property Committee brings no items for action to the Executive Committee.

Chairman Sorensen asked if there were any questions. Hearing none, he thanked Ms. Bostic.

Mr. Rick Dean, Vice Chairman, Transportation Committee, reported that the Transportation Committee brings one item for action to the Executive Committee, namely a request for approval of an Intergovernmental Agreement between the City of Bloomington and the County of McLean for improvements at White Oak Road (C.H. 70) and Dr. Martin Luther King Jr. Drive.

Motion by Dean/Renner to Recommend Approval of an Intergovernmental Agreement between the City of Bloomington and the County of McLean for Improvements at White Oak Road (C.H. 70) and Dr. Martin Luther King Jr. Drive.

Mr. Segobiano asked why this request is just now being considered for approval when most of the work is completed. Chairman Sorensen responded that this makes the work official and has to do with the actual expenses for reimbursement.

Mr. Selzer asked why the City doesn't annex that road, as the road is surrounded by the City.

Mr. Segobiano raised the question about a section of road near Airport Road and Towanda Barnes Road. Further, he noted that there are a number of roads that sit within McLean County that really should be annexed by Bloomington or Normal.

Mr. Zeunik explained that by law, when a municipality annexes a road that is a Township road, it immediately becomes part of the municipality. The municipality assumes responsibility for that road. Mr. Zeunik advised that this is one of the issues the City and the Old Town Township Road Commissioner are struggling with right now in terms of the City's annexations in the Old Town Township, and determining which roads are the City's and which roads are part of the Township. The County can maintain control and jurisdiction over a County road that is entirely within the municipality as long as the County wants to do so. There is no right for a municipality to take that road over and assume jurisdiction. The only way that can happen is by a Jurisdictional Transfer, and the Jurisdictional Transfers happens, not out of necessity or convenience, but because the two local governments get together and agree that this road is now more of a City street than a County highway.

Mr. Zeunik stated that the road in question could be subject to a Jurisdictional Transfer, but that will not happen until all of the work is completed. He advised that this Intergovernmental Agreement inadvertently did not get approved prior to the start of the work. Mr. Zeunik indicated that, once the work is completed, it would be appropriate for the Transportation Committee and the Board to recommend that the City and the County look at the possibility of transferring the road to the City.

Mr. Owens noted that the City will often not agree to a Jurisdictional Transfer unless the road is in good shape. Mr. Zeunik advised that usually the party transferring the road must transfer it in a condition that is acceptable to the party accepting the jurisdiction. He stated that, if a County highway is being transferred to the City, the City will want it to be upgraded to the City standard.

Mr. Nuckolls asked if Ireland Grove Road to Towanda Barnes Road is under the City's jurisdiction. Mr. Zeunik replied that even after you cross Towanda Barnes Road, Ireland Grove Road is a City road out to the new subdivision. He noted that the City has not extended its jurisdiction on Ireland Grove Road to 2100 East, which is the Township road. Mr. Zeunik stated that this is the area where there is a dispute between the Road Commissioner and the City. He indicated that the Road Commissioner wants the City to take over 2100 East and the City's position is that they will take over the road when they get there.

Mr. Selzer pointed out that Exhibit A, Master Agreement Table on Page 19, has Towanda Barnes Road and Oakland Avenue on the list for maintenance, but there are no signals at that intersection. He noted that this is an issue with which he is unhappy. Mr. Selzer indicated that this signal has been an issue with the Old Town Road Commissioner.

Mr. Zeunik stated that there will be signals at Towanda Barnes Road and Oakland Avenue, with or without the cooperation of the Road Commissioner. He noted that the County is the mediator, trying to get an agreement between the City and the Old Town Township Road Commissioner. In the event the Road Commissioner continues to deny the City an easement for the traffic signals, the way to get around the Road Commissioner is through the Airport Authority that owns property east of Towanda Barnes Road and immediately south of the County Highway Department. The Airport Authority owns the property from the south boundary of the Highway Department all the way to Oakland Avenue. That property is not currently annexed into the City. However, the City has annexed the Airport property all the way to Towanda Barnes Road and Oakland Avenue west of Towanda Barnes Road. Mr. Zeunik indicated that one option is for the City to annex the parcel of Airport property east of Towanda Barnes Road. That parcel would then touch Oakland Avenue, which would mean that the portion of Oakland Avenue that is needed for the traffic signals and turn lanes would now be in the City and the Road Commissioner would not be able to stop the installation of the traffic signals.

Mr. Selzer expressed concern with the amount of authority held by the Old Town Township Road Commissioner. Chairman Sorensen replied that Road Commissioners are independently elected and do not even work for the Township Supervisors.

Mr. Zeunik advised that a meeting was held with Mr. Tom Hamilton, City of Bloomington Manager; Mr. Doug Grovesteen, City Engineer and Mr. Jack Mitchell, County Engineer to discuss the issue of the authority of the Road Commissioner. He stated that, when a traffic study has been done and the results dictate that the intersection needs to be signalized, the question was raised as to whether or not there is something in the Illinois Department of

Transportation Traffic Manual or in the Highway Code that requires the Road Commissioner to permit the installation of the traffic signals. Unfortunately, there is nothing that can be done.

Ms. Bostic reminded the Committee that when the Townships were formed, the maintenance and construction of the roads was funded by Motor Fuel Tax revenues plus Property Taxes. She noted that the formula has not been brought into the 21st Century. Therefore, the Township Road Commissioners work on a slim budget. Chairman Sorensen expressed his sympathy with the position of the Road Commissioners. However, he pointed out that the Old Town Township Road Commissioner is trying to use this traffic signal as leverage to get the City to take over a piece of road that he does not believe should be his responsibility.

Mr. Selzer recommended that Mr. Mitchell facilitate a meeting with the Old Town Township Road Commissioner to discuss alternatives. He also recommended that a meeting should be held with State Representative Dan Brady and the Road Commissioner.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

Chairman Sorensen asked if there were any additional questions or comments. There were none.

Mr. David Selzer, Chairman, Finance Committee, reported that the Finance Committee brings one item for action to the Executive Committee.

Mr. Selzer presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2007 Combined Annual Appropriation and Budget Ordinance, Tort Judgment Fund 0135, Tort Judgment Department 0077 – Correctional Health Services Program 0073.

Motion by Selzer/Owens to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2007 Combined Annual Appropriation and Budget Ordinance, Tort Judgment Fund 0135, Tort Judgment Department 0077 – Correctional Health Services Program 0073.
Motion carried.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Selzer.

Mr. Tari Renner, Chairman, Justice Committee, reported that the Justice Committee brings one item for action to the Executive Committee, namely a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2007 Combined Annual Appropriation and Budget Ordinance General Fund 0001 – Sheriff’s Department 0029. He explained this is for housing prisoners Out of County.

Motion by Renner/Segobiano to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2007 Combined Annual Appropriation and Budget Ordinance General Fund 0001 – Sheriff’s Department 0029.

Motion carried.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Renner.

Mr. Paul Segobiano, Vice Chairman, Land Use and Development Committee reported that the Land Use and Development Committee brings no items for action to the Executive Committee.

Chairman Sorensen asked if there were any questions or comments. There were none.

Mr. John Zeunik, County Administrator, introduced the review of the Fiscal Year 2008 Recommended Budget for the following departments that are under the oversight of the Executive Committee:

Information Services Department 0001-0043 can be found on pages 151-155 of the FY’2008 Recommended Budget and pages 24-28 of the Summary in the Executive Committee Packet. Mr. Zeunik reported that there are two revenue lines in the Budget, as follows:

410.0086 Reimbursement/Computer Services: This revenue line item account has increased from \$3,000.00 in the FY’2007 Adopted Budget to \$4,000.00 in the FY’2008 Recommended Budget. The revenue received in this line item is primarily from services that are provided to the Health Department on a “fee for service” basis. In addition, if Information Services produces or generates a report in response to a Freedom of Information request, then Information Services is permitted to charge a fee for producing or generating the report.

450.0011 Transfer from Other Funds: This revenue line item account has decreased from \$150,510.00 in the FY'2007 Adopted Budget to \$124,858.00 in the FY'2008 Recommended Budget. The revenue generated by Information Services is transferred from the following Special Revenue Funds Outside of the General Fund:

Recorder's Document Storage Fund 0137:	\$30,000.00 (GIS Specialist)
Circuit Clerk's Court Automation Fund 0140:	\$69,858.00 (E*Justice Support)
County Collector's Automation Fund 0168:	<u>\$25,000.00</u> (New World Financial
	\$134,858.00 and DevNet Property Tax Support)

Mr. Zeunik stated that there is no change in the staffing level in FY'2008. He indicated that the FY'2008 Recommended Budget includes the following change in budgeted positions:

- Computer Operator II – Reduce from 1.00 FTE to 0.08 FTE

Mr. Zeunik explained that the incumbent in this position has announced plans to retire in January, 2008, after working for the County for 26 years. As a result of this retirement, Mr. Nelson has recommended that the Computer Operator II position be deleted and the following Office Support position be budgeted in its place:

- Office Support Specialist I – Increase from 0.00 FTE to 0.92 FTE

Mr. Zeunik indicated that this proposed change recognizes that much of the work previously assigned to the Computer Operator II position has been automated. In addition, County offices and departments now have the capability to print reports in the office and rarely need to request that a report be printed by Information Services.

Mr. Zeunik noted that there is a summary of Materials and Supplies as well as Contractual Services on Page 26 of the Summary.

Mr. Zeunik stated that, under Capital Outlay, the major purchases are under Purchase of Computer Equipment for work stations, lap tops, printers, projectors and switches.

Chairman Sorensen asked if there were any questions or comments for Mr. Zeunik or Mr. Nelson. Hearing none, he asked for a motion to accept.

Motion by Segobiano/Owens to recommend tentative approval of the Information Services Department 0001-0043 FY'2008 Recommended Budget as submitted.
Motion carried.

County Administrator's Office 0001-0002 can be found on pages 8-10 of the FY'2008 Recommended Budget and pages 29-32 of the Summary. Mr. Zeunik reported that there is no change in the staffing level, though there is a change recommended for discussion, as follows:

- Delete Human Resources Assistant at 0.80 FTE at Salary Grade 08
- Add Administrative Services Director at 1.00 FTE at Salary Grade 15

Mr. Zeunik explained that Ms. Lucretia Wherry, Human Resources Assistant, has decided to be a "full-time mom" and stay home with her two young sons. Her decision presents an opportunity for the Executive Committee and the Board to consider reorganizing the professional staff in the Administrator's Office. The new full-time position that is proposed would assume all of the duties and responsibilities currently assigned to the Human Resources Assistant and the following additional duties and responsibilities:

- Negotiation of Collective Bargaining Agreements;
- Negotiation of Employee Health Insurance benefits;
- Assist with the preparation and review of the Recommended Budget;
- Analysis and evaluation of proposed new programs and services (financial as well as service delivery analysis)

Mr. Zeunik stated that creating this new position provides an opportunity to begin "succession planning" in the County Administrator's Office by increasing and enhancing professional administrative capabilities in the Office.

Mr. Zeunik reported that the Operating/Office Supply line has increased, primarily driven by the request to purchase three new desk chairs in the office. The desk chairs in the office right now do not provide the recommended ergonomic adjustment settings for the support staff and professionals in the office.

Mr. Zeunik pointed out the following changes under Contractual Services:

719.0011 Insurance Appraisal: This line item account has increased from \$3,000.00 in the FY'2007 Adopted Budget to \$15,000.00 in the FY'2008 Recommended Budget. This increase is based on the need to have an on-site, physical appraisal completed for all County properties and facilities. With the completion of the renovations to the Law and Justice Center, it is time for an

updated on-site physical appraisal for insurance purposes. The last on-site physical appraisal was completed after the County offices and departments moved into the Law and Justice Center in 1991-1992.

784.0001 Auditing/Accounting: This line item account has increased from \$85,000.00 in the FY'2007 Adopted Budget to \$95,000.00 in the FY'2008 Recommended Budget. This increase is based on the anticipated cost of the contract to be awarded for the County's outside audit of FY'2007 and includes the separate audit of the Circuit Clerk's Office that is required under Illinois law. Beginning with the FY'2007 audit, there are additional auditing standards that the outside auditor must follow in the preparation of the County's Comprehensive Annual Financial Report, Single Audit Report and Management Letter of Advisory Comments. The Government Finance Officers' Association ("GFOA") estimates that compliance with the Risk Assessment Suite Standard (SAS Nos. 104-111) will increase audit costs by 10-15 percent.

Mr. Nuckolls asked how will the search be conducted for the Administrative Services Director position. Mr. Zeunik replied that, after the first of the year, an internal posting will be developed as well as recruitment with local advertising, and professional journals and periodicals.

Mr. Segobiano expressed some confusion on the need for an Administrative Services Director. Mr. Zeunik explained that the proposed new position is being developed as part of the succession plan for the County Administration. He noted that the current County Administrator and Assistant County Administrator are close to retirement. Mr. Zeunik stated that it would be beneficial to the County to hire a new staff member in the office who will be familiar with the duties and responsibilities of the two current administrative positions so that when the retirements take place, someone will be available to assume one of the positions.

Mr. Zeunik stated that if the Committee does not wish to recommend this position, he would ask that the HR Assistant position be continued at 1.00 FTE, rather than 0.80 FTE. Previously, an accommodation was made for Ms. Wherry to work four days per week. With Ms. Wherry leaving the office, the position needs to be reverted back to 1.00 FTE.

Mr. Segobiano asked if this new position is being created due to an imminent retirement. Mr. Zeunik responded that the Executive Committee is aware of his future plans.

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Motion by Selzer/Bostic to recommend tentative approval of the County Administrator's Office FY'2008 Recommended Budget as submitted.
Motion carried.

Chairman Sorensen presented the September 30, 2007 bills as recommended and transmitted by the County Auditor for payment. The Prepaid Total is \$394,785.97 and the fund total is the same, which includes a \$50,000.00 appropriation transfer in the Information Services Department.

Motion by Owens/Selzer to recommend approval of the Executive Committee bills for September 30, 2007 and an appropriation transfer in the Information Services Department as presented to the Committee by the County Auditor.
Motion carried.

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There being no further business to come before the Committee, the meeting was adjourned at 5:20 p.m.

Respectfully Submitted,

Judith A. LaCasse
Recording Secretary