

## **Minutes of the Executive Committee Meeting**

The Executive Committee of the McLean County Board met on Tuesday, September 9, 2003 at 4:30 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Sweeney, Members Bass, Berglund, Sorensen, Segobiano, Gordon, Bostic and Renner

Members Absent: Member Hoselton

Other Members Present: None

Staff Present: Mr. John Zeunik, County Administrator, Mr. Terry Lindberg, Assistant County Administrator; Ms. Christine Northcutt, County Administrator's Assistant

Department Heads/  
Elected Officials Present: Mr. Craig Nelson, Director, Information Services

Others Present: None

Chairman Sweeney called the meeting to order at 4:31 p.m.

Chairman Sweeney presented the minutes of the August 12, 2003 Committee meeting for approval.

Motion by Berglund/Bostic to approve and place on file the minutes of the August 12, 2003 meeting. Motion carried.

Chairman Sweeney presented reappointments for which the Committee's advice and consent is sought.

Motion by Renner/Bostic to recommend approval of the reappointments as recommended by the Chairman. Motion carried.

Chairman Sweeney stated that the next item for consideration is a request for approval of an Intergovernmental Agreement between Tazewell County and McLean County for the sharing of database administration resources. Mr. Craig Nelson, Director, Information Services, informed the Committee that Tazewell County has purchased the same Integrated Justice Information System (IJIS) as McLean County. They do not have an Information Services department. Mr. Nelson noted that he has been in contact with a Mr. Dale Klaus, Tazewell County Administrator, and Mr. John Zeunik, McLean County Administrator. By reallocating personal resources within our Information Services

Department, we can provide enough support to Tazewell County to keep their IJIS system up and running. They have agreed to reimburse us at \$30.00 per hour plus mileage for services rendered. Mr. Sorensen asked if Information Services has calculated their actual weighted cost because \$30.00 per hour seems low. Mr. Nelson replied that they have made those calculations.

Motion by Renner/Gordon to recommend approval of an Intergovernmental Agreement between Tazewell County and McLean County for the sharing of database administration resources. Motion carried.

Chairman Sweeney stated that the next item is a request to issue a request for proposals (RFP) for a property tax cycle system. Mr. Nelson stated that he would like to issue an RFP for the purchase and installation of a property tax cycle system. For the last year, the County Treasurer, the Supervisor of Assessments, the County Clerk, the County Administrator and the Information Services Department have meeting to discuss the needs and requirements for this system. There was an RFP issued for this project before, but there was never an agreement as to the direction in which to move. Mr. Nelson noted that the County has since brought in several different vendors and received some preliminary budgetary estimates. There is now consensus as to what everyone would like to see in a system. Ms. Bostic asked how this new system will integrate with the Property Assessment Management System (PAMS) that is currently in use in the Supervisor of Assessment's Office. Mr. Nelson replied that this system has been integrated with PAMS in the past. Two of the three vendors that have been contacted have integrated the two systems in the past. Ms. Bostic asked if this will help update the flow of information to the PAMS system. Mr. Nelson stated that issue is being addressed now. The implementation of the property tax cycle system would not affect this issue. There were no other questions for Mr. Nelson.

Motion by Bostic/Berglund to recommend approval of the Request to Issue a Request for Proposals for a Property Tax Cycle System. Motion carried.

Chairman Sweeney noted that the next item is a request for approval of a Resolution of Appreciation for Member Adam Kinzinger.

Motion by Gordon/Renner to recommend approval of a Resolution of Appreciation for Member Adam Kinzinger. Motion carried.

Chairman Sweeney moved on to the Committee reports.

Ms. Diane Bostic, Chairman of the Property Committee, stated that the Committee brings no items for action.

Mr. Duffy Bass, Chairman of the Transportation Committee, stated that there are no items for action at this time. Mr. Bass noted that the Committee will be having a Stand-up meeting to consider results of a bid letting. Mr. Bass informed the Committee that an issue regarding taking steps to properly reopen a now dormant gravel pit is currently being handled by the Transportation Committee. Chairman Sweeney asked where is the gravel pit. Mr. Bass said it is east of town. It is K & R Gravel Pit. Mr. Segobiano stated that the issue before the Transportation Committee is regarding a Gravel Pit Road Use Agreement, shouldn't the issue of the operation of the gravel pit go before the Land Use Committee. Mr. Segobiano noted that it seems to be backwards to approve the road before the authorization to reopen the gravel pit be granted. Mr. Bass stated that the road leading to the pit has had a history of being a safety hazard and some feel that issue should be addressed before the pit is reopened. Mr. Zeunik stated that he would gather information on this topic and make it available in the County Board packet. There were no further questions for Mr. Bass.

Mr. Matt Sorensen, Chairman of the Finance Committee, stated that there are two items for action. The first is a request for approval of an Ordinance amending the Fiscal Year 2003 Combined Appropriation and Budget Ordinance for Fund 0103 – WIC, Health Department.

Motion by Sorensen/Berglund to recommend approval of an Ordinance amending the Fiscal Year 2003 Combined Appropriation and Budget Ordinance for Fund 0103 – WIC, Health Department. Motion carried.

The next item is a request for approval of an Emergency Appropriation Ordinance amending the FY 2003 Combined Appropriation and Budget Ordinance for County General Fund 0001, Recorder's Office 0006. This is a continuation of a temporary position in the Recorder's Office through the end of the year due to the increased volume of work driven by the low interest rates. Mr. Zeunik noted that this is paid from the Document Storage Fund.

Motion by Sorensen/Renner to recommend approval of an Emergency Appropriation Ordinance amending the 2003 Combined Appropriation and Budget Ordinance for County General Fund 0001, Recorder's Office 0006. Motion carried.

Mr. Sorensen stated that there are several items to be brought to the Board . There were no questions for Mr. Sorensen.

Mr. Tari Renner, Chairman of the Justice Committee, stated that the Justice Committee brings three items for action. Mr. Renner informed the Committee that he was going to group all of the items together as they are all pursuant to a previous agreement between McLean County and the Department of Children and Family Services (DCFS) for an additional attorney to deal with child abuse and neglect. This is a \$45,000.00 grant from DCFS which is coupled with a \$15,000.00 grant from Child Protection Network (CPN).

Motion by Renner/Sorensen to recommend approval of an Intergovernmental Agreement between the Department of Children and Family Services of the State of Illinois and McLean County, Illinois and an Emergency Appropriation Ordinance amending the McLean County Fiscal Year 2003 Combined Annual Appropriation and Budget Ordinance General Fund 0001, State's Attorney's Office 0020 to fund Attorney for the Children's Advocacy Center and a Contract Agreement between Illinois Department of Children and Family Services and McLean County.

Mr. Sorensen asked how this will impact the question which comes before the Finance Committee next month regarding the funding of this position. Mr. Renner replied that the \$45,000.00 from DCFS is for the salary and the additional \$15,000.00 from the CPN is for benefits and other expenses. Mr. Zeunik stated that this issue has been around for several years. The contract with DCFS stipulates that the \$45,000.00 can only be used for salary. When Mr. Reynard was the State's Attorney, he had some difficulty finding an attorney to fill the position at that salary and trying to find additional funding for the benefits, FICA and IMRF. Mr. Yoder has advised the Justice Committee that the CPN has agreed to provide a grant to his office, which on an annualized basis is in the neighborhood of \$15,000.00. This additional funding would cover the salary for an Assistant State's Attorney III, which is the proposed grade for this position, as well as the employee medical, FICA and IMRF expense. Mr. Sorensen asked if this is the issue that will be being brought before the Finance Committee. Mr. Zeunik replied that it is the same issue. Ms. Bostic asked where the CPN receives their funding. Mr. Zeunik responded that the CPN is a 501(c)(3) not-for-profit corporation and, as such, eligible for certain grant money. They annually conduct two or three community fund raising events, the largest of which is the Tip A VIP program which occurs in late February. Mr. Segobiano asked if the two grants will totally cover the employee expenses and if the position will end when the grant ends. Mr. Zeunik replied that is correct. The difference in this case is that there is a commitment from DCFS on an ongoing basis. The commitment is capped at \$45,000.00 per year. The increment that comes from the CPN or other funding sources will need to grow as benefit expenses will grow. Mr. Segobiano stated that the Committee should use caution when approving requests of this nature because of budgetary constraints.

Mr. Gordon asked if the full \$15,000.00 portion will be expended. Mr. Zeunik replied that will depend on what action the Finance Committee takes in October on where the attorney starts within the page range. Mr. Segobiano asked if there will there be a complete break down as to the salary, benefits etc. Mr. Zeunik replied that such a breakdown will be available.

Motion carried.

Mr. Renner stated that the Justice Committee brings no other items for action, but there is one item which will go to the Board. There were no further questions for Mr. Renner.

Mr. George Gordon, Chairman of the Land Use and Development Committee, stated that there are no items for action. There is an item that the Committee will consider at a Stand-up Committee meeting before the County Board meeting.

Mr. Zeunik, County Administrator, informed the Committee that the Treasurer's Office reported to the Finance Committee that as of August 28, 2003 the revenue in the General Fund stood at \$14,967,102.00 which is 59.75% of budget. It is slightly ahead of last year, when we were at 56% of budget. The expenses stood at \$15,095,000.00 which is 60% of budget. Last year, at this time, expenditures were at 65.5%. Again, expenses are continuing to run below where we have expected in the past. Revenue continues to track in line with the adopted budget. Sales Tax revenue is tracking 68% of budget. State Income Tax is at 64% and Personal Property Replacement Tax is slightly skewed because we do not receive monthly payments, but it is at 72% of budget. At this point in time in FY 2003, it appears that the County is where we would like to be in terms of the changes that were made last year when the Board considered and adopted the budget.

The other piece of information was reported in this morning's Pantagraph. Mr. Zeunik noted that he was hoping to advise the Committee today that the third floor of this building will open on Monday, September 15<sup>th</sup>. We do not anticipate any problems with that, all of the environmental testing has been completed. Final cleaning is being completed as we speak. The Circuit Clerk's office will move back into Room 303 and the four Court Rooms will open on Monday, September 15<sup>th</sup>. The fourth floor will should reopen a week later on September 22<sup>nd</sup>. There will still be work ongoing. Most of the work will be occurring in areas that are not open to the public. Mr. Zeunik noted that he wanted to express appreciation to State Farm for all of their assistance and the use of the Hershey Road facility during this period of time that is just short of 100 days from the date of the incident.

Chairman Sweeney asked if there were any other business or communications. Hearing none, Chairman Sweeney presented the bills as recommended and transmitted by the County Auditor for payment. The fund total for this month is \$308,944.93.

Motion by Bostic/Gordon to recommend approval of the  
Bills as of August 31, 2003 as presented by the County Auditor.  
Motion carried.

There being no further business to come before the Committee, the meeting was  
adjourned at 4:54 p.m.

Respectfully submitted,

Christine Northcutt  
Recording Secretary