

## Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, May 14, 2002, at 4:30 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Sweeney, Members Sommer, Salch, Bass, Gordon, Segobiano, Berglund, Pokorney

Members Absent: Member Sorensen

Other County  
Board Members  
Present:

Members Hoselton, Rodman, Selzer, Owens

Staff Present:

Mr. John M. Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Ms. Martha B. Ross, County Administrator's Assistant, County Administrator's Office

Department Heads/  
Elected Officials

Present:

Mr. Craig Nelson, Director, Information Services;  
Mr. Robert Kahman, Supervisor of Assessments;  
Ms. Peggy Ann Milton, County Clerk

Others Present:

None

Chairman Sweeney called the meeting to order at 4:30 p.m. Chairman Sweeney presented the minutes of the April 16, 2002 meeting for approval.

Motion by Rodman/Salch to approve and place on file the minutes of the April 16, 2002 meeting. Motion carried.

The minutes of the April 16, 2002 meeting were approved and placed on file as presented.

Chairman Sweeney, Chairman of the Executive Committee, stated that there are 5 reappointments, no appointments, and no resignations upon which the Committee's advice and consent is sought.

Motion by Bass/Salch to recommend approval of the 5 reappointments.  
Motion carried.

Ms. P.A. "Sue" Berglund, Legislative Liaison, presented a Request for Approval of a Resolution Opposing Reductions in State Income Tax and Photoprocessing Tax Sharing with Local Governments.

Motion by Berglund/Sommer to recommend approval of the Resolution  
Opposing Reductions in State Income Tax and Photoprocessing Tax  
Sharing with Local Governments.

This resolution addresses a proposal which is currently before the Illinois General Assembly. The proposal suggests that the local one-tenth share of State income tax distributed to cities and counties, be reduced to a one-eleventh share. It further proposes that the photoprocessing sales tax sharing with cities and counties be abolished. The impact on Illinois' cities and counties is expected to be significant, in the event that the proposal is approved.

Chairman Sweeney stated that he has sent letters to all applicable State Senators and Representatives regarding this issue. To date, he has received two (2) responses: one from State Representative Dan Rutherford, who telephoned from Springfield; and, one from State Representative Keith Sommer, who sent a response in support of the County's position.

Mr. Segobiano asked whether any other responses were received from State Senators or Representatives. Chairman Sweeney replied that no other responses have been received at this time.

Chairman Sweeney noted that it is important to continue communication with State legislators with regard to this issue, so that it will remain at the forefront of budget discussions in the legislature.

Mr. Lindberg commented that the Resolution details the specific cost to McLean County. However, it also illustrates the effect that such a proposal would have on most of the cities and counties throughout the State. The motion was proposed by Illinois Senate Republicans as a possible way to help balance the State's ailing budget. Unless a strong negative response is received from cities and counties throughout the State, the proposal would remain under consideration in order to reduce the gap between the State's projected revenues and expenditures.

Mr. Lindberg remarked that the current session of the General Assembly has been extended until the end of May, 2002. He stated that communication with legislators while the session is still open is crucial to reducing the negative impact of certain budget cuts and other budget balancing measures in McLean County.

Mr. Sommer asked whether it would be more appropriate to make the Resolution more inclusive. There are other areas that will experience significant budget cuts, such as the Illinois Supreme Court, which could experience as much as a 10% reduction. Mr. Lindberg stated that this issue might need to be addressed in a different fashion.

Mr. Segobiano asked for a projected date for the adoption of the new State budget. Mr. Lindberg responded that a date for budget adoption is unknown at this time. However, since the General Assembly has extended its current session to May 31, 2002, that may be the date of adoption.

Chairman Sweeney asked if the Committee members had any further questions or comments. Hearing none, Chairman Sweeney called for a vote on the previous motion.

Motion carried.

Chairman Sweeney presented a request for approval of the Request Received from Empire Township to Change Location of Polling Place.

Motion by Bass/Pokorney to recommend approval of a Request Received from Empire Township to Change Location of Polling Place. Motion carried.

Chairman Sweeney presented a request for approval of a Resolution Approving the Request Received from the Normal Township Supervisor and the McLean County Clerk to Combine Normal Precincts 17, 18, and 19.

Motion by Berglund/Bass to recommend approval of a Resolution Approving the Request Received from the Normal Township Supervisor and the McLean County Clerk to Combine Normal Precincts 17, 18, and 19. Motion carried.

Chairman Sweeney presented a Resolution Proclaiming June 21, 2002 as "We Carry the Torch Day" in McLean County. The Special Olympics Illinois State Summer Games are scheduled for June 21, 22, and 23, 2002. The Law Enforcement Torch Run, which will occur during that time, is the single largest fund-raising event benefiting Special Olympics Illinois.

Motion by Pokorney/Salch to recommend approval of a Resolution Proclaiming June 21, 2002 as "We Carry the Torch Day" in McLean County. Motion carried.

Chairman Sweeney presented a Resolution Declaring and Proclaiming Thursday, May 23, 2002 as "YWCA Women of Distinction Day" in McLean County. The Women of Distinction Awards Program is a nationally established YWCA event that recognizes the professional and personal achievements of women in McLean County.

Motion by Sommer/Pokorney to recommend approval of a Resolution Declaring and Proclaiming Thursday, May 23, 2002 as "YWCA Women of Distinction Day" in McLean County. Motion carried.

Mr. "Duffy" Bass, Chairman of the Transportation Committee, presented an Intergovernmental Agreement with the Illinois Department of Transportation for Access Management. He explained that this grant is for a total of \$40,000.00, of which \$36,000.00 is to be provided by both State and Federal funding. The \$4,000.00 local match is to be split between the City of Bloomington (the "City"), the Town of Normal (the "Town"), and McLean County (the "County"). The grant will cover the costs of a consultant's services to develop an access management plan for City, Town and County streets and highways. McLean County Regional Planning Commission will administer the project.

Motion by Bass/Salch to recommend approval of an Intergovernmental Agreement with the Illinois Department of Transportation for Access Management.

Mr. Hoselton cited Part 2(c), Non-Appropriation, of the Agreement, as stating that the Agreement is subject to termination and cancellation in the absence of payments under the terms of the Agreement. He asked what happens in the event that only a portion of the funds are appropriated. Chairman Bass replied that either the Illinois General Assembly or the United States Congress has the right to rescind the project at any time, for any reason.

Chairman Sweeney remarked that all such projects are funded on a year-to-year basis. Therefore, any project could be subject to termination if sufficient funding is not appropriated.

Mr. Zeunik explained that any such Agreement would simply end if funding was not renewed. If the County has incurred expenses, the County could pursue a claim in the Court of Claims for reimbursement.

Mr. Sommer asked whether the consultant would officially be employed by one or all of the municipalities, or by the State. Mr. Zeunik responded that the consultant would be a private firm that has expertise in transportation and access management plans.

Mr. Sommer asked if the consultant would be subject to a non-appropriation clause in his contract. Mr. Zeunik responded that a standard consultant's contract for this type of work would generally contain a cancellation clause. This would govern the work and payment requirements in the event that the State rescinded its funding.

Motion carried.

Ms. Sue Berglund, Vice Chairman of the Finance Committee, stated that there are four items for Committee Action. She presented the Application For Downstate Non-Metro Areas Small Capital Assistance Grant for SHOW BUS.

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Motion by Berglund/Salch to recommend approval of the Application for Downstate Non-Metro Areas Small Capital Assistance Grant for SHOW BUS.

Ms. Berglund stated that the application for \$4,510.00 is to purchase one copier and one printer.

Motion carried.

Ms. Berglund presented an Ordinance Setting Salaries of the Members of the McLean County Board.

Motion by Berglund/Salch to recommend approval of an Ordinance Setting Salaries of the Members of the McLean County Board.

Mr. Rodman stated that there was a change within the Ordinance to increase the salary for members of the Executive Committee. He asked whether that includes those Executive Committee members who are not chairmen of other Committees. He noted that the investment in time and commitment by the members of the Executive Committee did not seem to him to be substantial enough to warrant such an increase. Ms. Berglund explained that the increase was intended for the three at-large members of the Executive Committee.

Mr. Zeunik explained that in December, 2000, when the Committees were reorganized and the Rules of the McLean County Board were amended, provision was made for the Chairman to appoint three (3) at-large members to the Executive Committee. The Finance Committee agreed that the at-large members should receive the same compensation as a Chairman of a standing committee. It was felt that at-large members could provide valuable perspectives on issues, as well as the benefit of their experience and expertise on a variety of matters.

Chairman Sweeney remarked that the Executive Committee might also utilize sub-Committees on occasion. He stated that such an instance would precipitate Committee members' attendance at additional meetings. He further stated that members should be adequately compensated for their investment of time.

Mr. Owens asked what is the time interval between salary changes for County Board members and other County offices. Mr. Zeunik responded that Illinois law requires that the Board set the salaries for Countywide elected officials not less than 180 days prior to the time that they are sworn into office. The salaries are then set for the term and cannot be changed during the term of office.

Mr. Zeunik explained that the same general procedure applies for the setting of salaries of the County Board members. Those salaries must also be set not less than 180 prior to the members being sworn in. He further explained that this year is somewhat unique in that all 20 Board  
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members must stand for election. This year is the one time that the Board can set salaries, and those salaries will affect all 20 members. If the Board chooses to change salaries in May, 2004, then those changes would only affect the 10 members who were elected in 2004. Salaries for both Board members and other Elected Officials alike cannot be changed in mid-term.

Mr. Zeunik commented that the last time the Board salaries were changed was four years ago, when the current salary structure was adopted. Chairman Sweeney noted that the first time a salary was set for members of the Board was in 1986. Prior to that time, members were paid on a per diem basis.

Chairman Sweeney asked if the Committee members had any further questions or comments. Hearing none, Chairman Sweeney called for a vote on the previous motion.

Motion carried. Mr. Rodman voted No.

Ms. Berglund presented an Ordinance Establishing the Annual Salary of the Sheriff, County Treasurer, and County Clerk.

Motion by Berglund/Bass to recommend approval of an Ordinance  
Establishing the Annual Salary of the Sheriff, County Treasurer, and  
County Clerk. Motion carried.

Ms. Berglund presented a request for approval of a Resolution Establishing the Budget Policy for Fiscal Year 2003.

Motion by Berglund/Salch to recommend approval of the Resolution  
Establishing the Budget Policy for Fiscal Year 2003.

Mr. Rodman cited Chapter 12.23-1(F), which addresses the Employee Health Benefit Fund. He asked why provision is still made for this fund, since the County no longer maintains a self-funded health insurance plan. Mr. Lindberg explained that the County continues to maintain a Health Benefit Fund with a fund balance in it. It is not used at this time because the County is not offering a self-funded health insurance option. Both of the choices for employee health insurance are both fully-insured options. However, the Health Benefit Fund continues to be maintained in anticipation of a future need for it, if circumstances permit.

Mr. Rodman asked what the funds are used for currently. Mr. Lindberg replied that the funds currently remain in the Fund without use, with the exception of funding the modest cost of the Employee Wellness Fairs at the Health Department.

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Ms. Berglund remarked that there are two changes of note in the proposed resolution. First, is Section 12.27-2(I) under Employee Compensation, states that, "Any position which has been reclassified or has received a salary regrade during the Fiscal Year 2002 budget preparation cycle shall not be considered for reclassification or salary regrade during the Fiscal Year 2003 budget preparation cycle." Also, Ms. Berglund noted a scrivener's error in the following paragraph. It is labeled as (I), but should be labeled as (J).

The second change noted by Ms. Berglund appears on Schedule A of the Resolution. Times have been changed to shorten the times for Committees to review the budget, as well as more time to submit budget materials to the Board for its review. The proposed time for the budget to be submitted to the Board is now October 2002, rather than the customary time of September.

Mr. Zeunik explained that the original calendar that was presented to the Finance Committee followed the customary cycle, with the Recommended Budget being presented in September. The oversight Committees and the Executive Committee would then customarily have from the middle of September until the Executive Committee meeting in November to review the Recommended Budget. When the proposed resolution was presented to the Finance Committee, a recommendation was made to move the presentation of the Recommended Budget back one month to the October meeting. The Committees would then have a period from October 16<sup>th</sup> through November 8<sup>th</sup> as the time to review the budget.

Mr. Zeunik remarked that the justification for the change in the budget schedule was due to the uncertainty of the State budget. He explained that even if the Legislature adjourns on June 1, 2002, it may be up to 60 days before the County will know what is actually contained in the State budget and what impact it may have on the County. In particular, areas such as reimbursement of salaries will be of special concern. The Finance Committee's objective was to give the Administrator's Office more time to review the changes made by the State and to have more and better information to apply during the budget preparation process.

Mr. Segobiano asked what will happen to grant funded programs in the event that funding for various programs is interrupted. Mr. Zeunik responded that typically, programs would cease operation if their funding stream were interrupted. There is a possibility that this will be the case during Fiscal Year 2003, although it is premature to predict such action at this point in time.

Mr. Sommer stated that he objects to the proposed changes in the budget preparation cycle. He noted that such a shortened cycle does not allow for adequate examination of budget material. It

also places a heavy burden on certain Committees to adequately accommodate the review of the budget. He asked if additional time could be allotted.

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Mr. Zeunik stated that the present schedule could be continued, or a Special County Board Meeting could be scheduled in early October to present the budget. In that way, there could be 6 weeks to schedule Committee meetings and review the budget, rather than four.

Mr. Zeunik remarked that the Administrator's Office would comply with whatever schedule the Board selects. However, if the presentation of the Recommended Budget is moved to October, the time for consideration will be compressed. For some Committees, this time consideration may not be an issue. However, the Finance Committee and the Justice Committee may find that the compressed schedule does not allow for sufficient time to examine budget material adequately.

Mr. Rodman asked whether approval of the budget must be accomplished in November of each fiscal year, or whether the budget could be approved in December, to allow for more time to thoroughly examine it. Mr. Zeunik replied that the preferred time for budget approval is in November. This permits Motions for Reconsideration to be accommodated at the December meeting. Additionally, the Property Tax Levy is required to be filed in the County Clerk's Office not later than December 31<sup>st</sup> of each year. By adopting the budget in November, it allows the Administrator's Office sufficient time to file the Property Tax Levy Ordinance with the County Clerk's Office.

Chairman Sweeney stated that 2002 is an election year and some of the members of the current Board are not running for reelection. Therefore, if budget approval is postponed until December 2002, after the newly-elected Board members are installed in their positions, the Fiscal Year 2003 budget will be approved by some Board members who have not had the benefit of participating in the budget meetings conducted during the autumn months.

Chairman Sweeney asked if the Committee members had any further questions or comments. Hearing none, Chairman Sweeney called for the vote on the previous motion.

Motion carried.

Ms. Berglund stated that the Finance Committee would have two items for presentation to the Board. The first is a Collective Bargaining Agreement with AFSCME Local 537 for County Highway employees. The second is the Risk Management Fund Report for the First Quarter, Fiscal Year 2002.

Mr. Craig Nelson reported that the Information Services Department has now established computer network connectivity with the Regional Planning Commission. He stated that this should facilitate the handling of data to Regional Planning. They are now maintaining the cadastral map for the County. Also, Mr. Nelson reported that the software conversion to a new

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system in the Recorder's Office is progressing well. An implementation plan will be put in place on May 30<sup>th</sup>, although the actual conversion will not take place at that time.

Chairman Sweeney asked whether the conversion would place the Recorder's Office computers on the County's mainframe computer. Mr. Nelson responded that the Recorder's Office will not be on the mainframe computer. Rather, they are converting to a new software system.

Mr. Joe Sommer, Chairman of the Justice Committee, announced that the two Emergency Appropriation Ordinances that were scheduled for action by the Executive Committee, would need to be considered first by the Justice Committee in a Stand-Up meeting prior to the May County Board meeting. He noted that insufficient documentation was provided to the Justice Committee, and therefore, each item would need to be considered further.

Mr. Sommer noted that the Justice Committee had six other items to present to the Board at the May 2002 meeting.

Mr. Selzer asked whether the request by the Sheriff's Department to Advertise for Bids for a 400 MHz Radio System was just an authorization, or was it actual bids submitted for approval.

Mr. Sommer responded that it is an authorization to obtain bids. No action had been taken yet.

Mr. Selzer stated that he would like to thank the Justice Committee for their approval of the Resolution Requesting That Emergency Telephone Systems Board Take Immediate Action to Provide Law Enforcement Agencies in McLean County with Public Safety Radio communication System That Exceeds the Minimum Standards.

Mr. Ray Rodman, Vice Chairman of the Land Use and Development Committee, stated that the Committee has no items for action at this time. There will be one zoning case presented to the Board that is presented without recommendation from the Zoning Board of Appeals.

Mr. Gene Salch, Chairman of the Property Committee, presented a request to approve a National Tree Trust Community Tree Planting Grant, which will benefit the Park's and Recreation Department.

Motion by Salch/Pokorney to recommend approval of a National Tree Trust Community Tree Planting Grant. Motion carried.

Mr. Zeunik presented three exhibits to illustrate the status of the three (3) major State reimbursements that the County receives. Those three revenue sources are: Retailers Occupational Tax Revenue; State Income Tax Revenue; and, the Personal Property Replacement Tax.

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Mr. Zeunik stated that the Year To Date Sales Tax Revenue is currently 3.4% ahead of the previous year, and is also running slightly ahead of expectations for this point in the fiscal year. The State Income Tax Revenue is also both slightly ahead of budget and slightly ahead of projections for this point in the fiscal year.

Mr. Zeunik explained that the Personal Property Replacement Tax, which is paid by corporations and partnerships, has produced less revenue this year, than during the previous year at this time. Such a result is not entirely unexpected, given the sagging economy presently experienced throughout the country.

Mr. Zeunik remarked that the County's General Fund shows revenues of 21.47% of budget for Fiscal Year 2002. In Fiscal Year 2001 at this time, revenues were at 21.76% of budget. Therefore, no significant change is shown.

Expenses through April 30<sup>th</sup> at this time in Fiscal Year 2001, were at 30.89% of budget. Through April 30<sup>th</sup> this year, expenses are at 30.86% of budget. Mr. Zeunik noted little change in this area, as well. Overall, the County's General Fund is doing well at this point in Fiscal Year 2002.

State Reimbursements, specifically Medicaid reimbursement for the Nursing Home, is still 114-115 days late. The County is also awaiting salary reimbursements for March 2002 for the Supervisor of Assessments and for the probation officers in the Court Services Department. State Reimbursement for the State's Attorney's salary for February has not yet arrived. Reimbursement for the Title IV-D Child Support Program is awaiting April's reimbursement.

Mr. Sommer remarked that he is expecting the figures to drop in the foreseeable future. He asked whether there is an expectation that a drop in revenues and reimbursements will appear suddenly. Mr. Zeunik responded that he has expected to see some decline since January 1, 2002, and to date, the anticipated declines have not materialized. However, he stated that he would closely monitor the situation in Springfield and keep the Committee updated.

Chairman Sweeney presented the bills and transfers as recommended by the Auditor's Office for approval.

Motion by Sommer/Berglund to recommend approval of the bills and transfers as recommended by the Auditor's Office as of April 30, 2002.  
Motion carried.

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There being no further business to come before the Committee, the meeting was adjourned at 5:10 p.m.

Respectfully submitted,

Martha B. Ross  
Recording Secretary