

## Minutes of the Executive Committee Meeting

The Executive Committee of the McLean County Board met on Tuesday, October 9, 2001 at 4:30 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Sweeney, Members Sommer, Sorensen, Bass, Gordon, Segobiano, Berglund

Members Absent: Members Salch, Pokorney

Other County  
Board Members  
Present:

Member Rodman

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. Mike Gallagher, Technical/Operations Manager, Information Services

Others Present:

None

Chairman Sweeney called the meeting to order at 4:30 p.m. Chairman Sweeney presented the minutes of the September 11, 2001 and September 18, 2001 meetings for approval.

Motion by Sommer/Berglund to approve and place on file the minutes of the September 11, 2001 and September 18, 2001 meetings. Motion carried.

The minutes of the September 11, 2001 and September 18, 2001 meetings were approved and placed on file as presented.

Chairman Sweeney, Chairman of the Executive Committee, stated that there are four reappointments, three appointments, and two resignations upon which the Committee's advice and consent is sought.

Motion by Berglund/Gordon to recommend approval of the Appointments, Reappointments, and Resignations as presented by the Chairman. Motion carried.

Mr. Mike Gallagher, Technical/Operations Manager, Information Services, presented the monthly status report from the Information Services Department. He explained that since the

September 2001 meeting, several activities have been noted by the Information Services Department. The purchase of an integrated justice server was completed; redemption packages were reviewed with the County Clerk's Office; representatives from the Information Services Department attended the Illinois County Information Manager's Association Meeting; purchased and installed the first modules to be in compliance with GASB34 for the County's financial system; coordinated McLean County's participation in the State of Illinois Digital Summit; and, set project priorities for the remainder of 2001. He noted that Mr. Craig Nelson, Director, Information Services, was presently attending the Digital Summit.

Mr. Gallagher noted that since the last status report the Information Services Department has completed the installation of PCs; completed installation methodology for the Virtual Private Network; and, contained the Nimda virus, which was a threat to the County's computer network.

He explained that the Information Services Department also deployed a new, subject-driven home page; trained several County employees in the use of the Microsoft Access computer program; and, continued to provide tax cycle, payroll and budget support. The department also worked with the Sheriff's Office in creation of a Palm Pilot based traffic citation system, as well as beginning the testing of addresses received from the 911 database. Additionally, the department created an intranet help desk submission system so that Information Services could assist employees with computer-related questions.

Mr. Joseph Sommer, Chairman of the Justice Committee, presented a Request for Approval of an Emergency Appropriation Ordinance Amending the Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance for the Grant received from the Illinois Emergency Management Agency ("IEMA") for the Emergency Services and Disaster Agency ("ESDA"). The grant is in the amount of \$6,560.00.

Motion by Sommer/Gordon to recommend approval of the Emergency Appropriation Ordinance Amending the Fiscal Year 2001 Combined Annual Appropriation and Budget Ordinance: IEMA Grant for ESDA.  
Motion carried.

Due to the fact that both Mr. Eugene Salch, Property Committee Chairman, and Ms. Diane Bostic, Property Committee Vice Chairman, were both unavailable to attend the Executive Committee meeting, the Property Committee's sole action item will be presented to the Executive Committee in a Stand-Up meeting.

Mr. George Gordon, Chairman of the Land Use and Development Committee, stated that the Committee has no action items. He noted, however, that a Request for Approval for TomCin, Inc. to Vacate a Portion of Cloverhill Circle, Clover Hills subdivision, Dry Grove Township, was

granted a continuance to be considered at the next Land Use and Development meeting, to be held on November 8, 2001.

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Mr. Matt Sorensen, Chairman of the Finance Committee, stated that the Finance Committee had no items for action. Several items will be presented to the full Board. He noted that one of the items to be presented to the Board is a CDAP Revolving Loan application submitted by TLH Enterprise, Inc. d/b/a Ramada Hotel in Bloomington. Additionally, a collective bargaining agreement between the County and the Fraternal Order of Police will be presented to the Board for approval.

Mr. Segobiano asked what is the status of all of the CDAP loans that are currently outstanding. Mr. Sorensen responded that all of the loans that are outstanding are current in their repayment schedule. He noted that the CDAP fund balance is approximately \$125,000.00.

Mr. "Duffy" Bass, Chairman of the Transportation Committee, presented the Request for Approval of the Pipeline Road Project – Section 01-00073-06-FP. He explained that this request is for the approval of the agreement with the Illinois Department of Transportation ("IDOT") for the construction of Pipeline Road/Interstate 55 Interchange and the Motor Fuel Tax Appropriation Resolution in the amount of \$2,100,000.00. Of that amount, according to the Supplemental Intergovernmental Agreement with the Town of Normal, they will reimburse the County for one-half of the cost, which is \$1,050,000.00.

Motion by Bass/Sommer to recommend approval of the Request for Approval of Pipeline Road Project – Section 01-00073-06-FP which Includes the IDOT Agreement for Construction of Pipeline Road – I-55 Interchange; MFT Appropriating Resolution; and the Supplemental Intergovernmental Agreement with the Town of Normal for construction of Pipeline Road. Motion carried.

Mr. Bass stated that IDOT will make access available from I-55 onto and off of Pipeline Road in all directions. Construction on the project is anticipated to begin in 2002.

Mr. Bass presented the Request to Approve the Local Agency Agreement for Federal Participation, the Supplemental Motor Fuel Tax Appropriation Resolution, and the 80,000 lbs. Weight Limit Resolution. The Local Agency Agreement and the Supplemental Appropriation are needed for the Towanda Barnes Road, Section 98-00113-03-FP from Route 9 to Fort Jesse Road so that this project can make the January 2002 State letting. There was also a Supplemental Resolution, distributed at the Transportation Committee meeting, which increases the amount of money up to \$1,000,000.00 in Motor Fuel Tax and \$600,000.00 in County Bridge Matching funds. The 80,000 lbs. Weight Limit Resolution will designate Towanda Barnes Road as an 80,000 lbs. truck route from Route 150 to Fort Jesse Road.

Motion by Bass/Berglund to recommend approval of the Towanda-Barnes Road Section 98-00113-03-FP, including the Local Agency Agreement  
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for Federal Participation, the Supplemental MFT Appropriating Resolution, and the 80,000 lbs. Weight Limit Resolution.

Mr. Gordon asked whether all of the subheadings under the request for approval of the Towanda-Barnes Road Section 98-00113-03-FP would be voted upon as one item, or whether separate motions would be needed for each subheading. Chairman Sweeney responded that all of the items could be considered under one motion. Hearing no further questions, Chairman Sweeney called for a vote on the previous motion.

Motion carried.

Mr. Sommer asked whether there is an interchange pending at the junction of Towanda-Barnes Road and Interstate 74. Chairman Sweeney stated that there is nothing pending at this time. He noted that a bypass from Interstate 74 to Interstate 55 north of Towanda-Barnes is contemplated, but no plans have yet been presented.

Mr. Sommer stated that the Illinois Route 9 westbound onto Veteran's Parkway has an unusually long delay and awkward timing at the stoplight. He would like to see this addressed. Chairman Sweeney stated that the State of Illinois designed this intersection 30 years ago and it was not well received at that time either.

Mr. Zeunik presented the Fiscal Year 2001 Recommended Budget for the County Administrator's Office. He noted that the Information Services budget will be presented at a later date when Mr. Craig Nelson, Director, Information Services, is available for the presentation. Mr. Nelson is attending the Digital Summit in Springfield and is unable to be present with the Committee.

Mr. Zeunik remarked that the Administrator's budget is strictly an expense budget, as it generates no revenue. Under salaries and personnel expense, the increase is from \$249,467.00 to \$258,113.00. This is a 3.47% increase over the Fiscal Year 2001 Adopted Budget. There is no recommended change in the staffing levels for Fiscal Year 2002.

Mr. Zeunik recounted that the fringe benefit expense increases from \$8,400.00 to \$9,200.00. That reflects the increase per FTE from \$2,100.00 per FTE in the 2001 Budget, to \$2,300.00 per FTE in 2002.

The 600 range line items, Material Commodities and Supplies, show a slight decrease over the Fiscal Year 2001 Adopted Budget. Contractual expenses have increased \$1,500.00 from

\$68,800.0 to \$70,300.00. Capital expenses are unchanged as it reflects the lease/purchase payment on the copier that is utilized in the Administrator's Office.

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Mr. Zeunik stated that the total Recommended Budget is \$375,063.00, which is a 2.97% increase over the Fiscal Year 2001 Adopted Budget. A summary of the significant changes in the Recommended Budget appears in the Executive Committee packet for the Committee's consideration.

Motion by Sorensen/Sommer to tentatively approve and recommend the Fiscal Year 2002 Recommended Budget for the County Administrator's Office.

Mr. Sorensen stated that he would like to move an amendment to the Administrator's Office budget. He explained that in line item 0528-0001, Deferred Compensation, the County Board had previously acted to make that amount \$8,500.00, but the Administrator's Office recommendation is for \$7,677.00. This is a reduction of \$832.00. Mr. Sorensen stated that he would like to increase the Deferred Compensation amount by \$832.00 and return it to its previously recommended amount of \$8,500.00. He stated that to offset the increase, the capital lease purchase of office equipment, shown in line item 0832-0002, be reduced from \$4,800.00 to \$3,968.00.

Motion by Sorensen/Berglund to increase the Deferred Compensation amount in line item 0528-0001 of the County Administrator's Fiscal Year 2002 Recommended Budget from \$7,677.00 to \$8,500.00

Mr. Segobiano asked for comment from Mr. Zeunik. Mr. Zeunik explained that due to the fact that all County Offices are being asked to sacrifice in their budgets, the County Administrator's Office should be expected to cut expenses wherever possible.

Mr. Segobiano asked where further cuts will be made, in the event that revenues continue to drop in the future. Mr. Zeunik explained that FY 2002 will be a difficult year in that several revenue line items that contribute to the County's General Fund may experience noticeable decreases. Much will depend upon revenues from the State of Illinois and whether sufficient revenues are forthcoming. In the event that revenues received from the State are less than the amount budgeted, contingency plans may need to be instituted. Those plans may range from a freeze on hiring, to placing a hold on all capital purchases, to further reductions in personnel.

In the past, McLean County has been fairly insulated from budget shortfalls. However, there are indications that financial conditions in the County may be significantly impacted by the State's economy. That will have a ripple effect on many County offices.

Chairman Sweeney stated that there is now an amendment on the floor. He called for a vote.

Motion carried.

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Chairman Sweeney presented the main motion, as amended.

Motion carried.

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

Motion by Sommer/Bass to recommend approval of the bills and transfers as recommended by the Auditor's Office.

Motion carried.

There being no further business to come before the Committee, the meeting was adjourned at 4:57 p.m.

Respectfully submitted,

Martha B. Ross  
Recording Secretary

