

## Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, May 2, 2012 at 4:00 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chairman Owens, Members O'Connor, Butler, Wollrab, McIntyre and Rankin

Members Absent: None

Other Members Present: None

Staff Present: Mr. Bill Wasson, County Administrator; and Ms. Judith LaCasse, Recording Secretary, County Administrator's Office

Department Heads/  
Elected Officials  
Present:

Ms. Becky McNeil, County Treasurer; Mr. Matt Riehle, Director, Nursing Home; Ms. Michelle Anderson, County Auditor; Ms. Jennifer Ho, Risk Management; Ms. Kathy Michael, County Clerk; Mr. Jack Moody, Director, Facilities Management; Mr. Ron Dozier, State's Attorney; Mr. Will Scanlon, Trial Court Administrator - Eleventh Circuit Court; Mr. Don Everhart, Circuit Clerk

Others Present: Ms. Monica Paul, Chief Deputy County Auditor

Chairman Owens called the meeting to order at 4:00 p.m.

Chairman Owens presented the minutes of the April 4, 2012 Finance Committee Meeting for approval.

Motion by Butler/O'Connor to approve the Minutes of the April 4, 2012 Finance Committee Meeting.  
Motion carried.

Ms. Becky McNeil, County Treasurer, presented the Financial Reports for the period ending April 30, 2012, as distributed.

Ms. McNeil pointed out that the Property Tax bills went out on Friday and almost \$400,000 has been received in the Treasurer's Office.

Ms. McNeil reviewed the Summary of Tax Vouchers for Sales, Income, Local Use and Personal Property Replacement Tax, as follows:

<b>April 2012 Vouchers:</b>		<u>April 2011 Vouchers</u>	
Sales Tax	\$342,213.56	347,680.61	-1.6%
Revenue Sales Tax	56,786.45	106,782.94	-46.8%
Local Use Tax	22,523.03	21,943.04	2.6%
Income Tax	167,920.34	147,296.37	14.0%
PPRT	<u>316,719.08</u>	<u>300,725.71</u>	<u>5.3%</u>
Total	\$906,162.46	924,428.67	-2.0%

**Monthly Comparison**

April 2012 Vouchers	906,162.46	
April 2011 Vouchers	<u>924,428.67</u>	
Difference	(18,266.21)	-2.0%

**YTD Comparison**

YTD 2012 Vouchers	3,122,543.57	
YTD 2011 Vouchers	<u>3,048,456.90</u>	
Difference	74,086.67	2.4%

**Budget Comparison**

2012 Annual Budget:	\$8,930,000.00
Budgeted Revenue thru 4/30/12:	\$3,040,416.67

YTD Actual Vouchers                      \$3,122,543.57

Amount Over (Under) Budget:                      **\$82,126.90              2.7%**

Ms. McNeil advised that the General Fund received in excess of \$1.6 million in payments from the State of Illinois during the month of April. She noted that 80% of the \$831,000 that was deferred last month out of 2011 came in April. Ms. McNeil added that the County received two months of Income Tax, two months of State's Attorney salary reimbursement, three months of Probation salaries, and three months of Public Defender's salary reimbursement. She reported that today we are tracking about \$1.3 million, including the Nursing Home.

Ms. McNeil presented the Consolidated Summary Balance Sheet, which is a tentative look at where the County is as of April 30, 2012. She pointed out that the County Auditor will present a report on the implementation of GASB 59 where the County had to roll various funds into the General Fund. Ms. McNeil noted that this is the last month that she will present the funds as they have been in the past.

Ms. McNeil stated that Assets are at \$19,317,809.88; Liabilities are \$11,934,294.45 and the Fund Balance ended last year at \$11,369,948.06. She indicated that through the month of April that Fund Balance has now dropped to \$7,383,515.43. Ms. McNeil provided the following statement regarding the General Governmental Fund Balance:

“Fund equity is a combination of assets and liabilities. Fund equity is NOT all available in the form of cash. As of April 30, 2012, \$4.7 million of our fund equity was available in cash compared to \$9.2 million as of December 31, 2011. The rest is the net of our receivables and liabilities.”

Ms. McNeil advised that this shows that during the first four months of the year, the County relies on that Fund Equity and that cash in order to meet expenses.

Ms. McNeil reported that the Fund Equity to date is \$7,383,515.43.

Ms. McNeil reviewed the Treasurer’s Investment Report. She noted that there continues to be very little activity. Ms. McNeil indicated that a CD came due and she rolled it into the cash account because the rates were so bad. The current investment environment is such that it makes it possible to keep the cash liquid in order to offset fees and meet the County’s needs.

Ms. McNeil reported that the total cash on hand is \$30,985,481.55.

Motion by O’Connor/Rankin to accept and place on file the Month-end Financial Reports from the County Treasurer’s Office for the month ending April 30, 2012, as submitted.  
Motion carried.

Chairman Owens asked if there were any questions or comments. Hearing none, he thanked Ms. McNeil.

Mr. Matt Riehle, Director, Nursing Home, reviewed his Monthly Reports. He stated that there was nothing unusual to point out in the reports.

Mr. Riehle indicated that there is some activity in regard to Senate Bill 3088, the Provider Tax, or “Granny Tax” as some people call it. He stated that this is a bill where the State of Illinois is trying to add an additional \$6.07 per occupied bed per day, minus Medicare bed, which is in addition to the \$1.50 that the Nursing Home has always paid. Mr. Riehle stated that the \$6.07 will be used to increase the Federal Matching Percentage that will come back to the nursing homes in terms of Public Aid reimbursement thereby increasing the Nursing Home rates. He indicated that the State has to use a rate formula to more accurately reimburse the nursing homes, which would

bump the McLean County Nursing Home fee up to about \$120 from \$110 (the different is about \$9.18). Mr. Riehle indicated that for a Nursing Home that has 75% of its residents on Public Aid, it is slightly beneficial. He stated that in the rough calculations he put together, from July 2011 through December 2011, the tax will cost the County approximately \$140,000 and the increase in reimbursement is approximately \$160,000 for an estimated total of a \$17,000 increase.

Mr. Riehle advised that the big problem with this bill taking effect is that the State would have to make this retroactive rate pay to the facilities and the State does not have the money to pay the facilities. He added that September's payment was just received a couple months ago. Mr. Riehle stated that the Nursing Home will be fine if the current method is maintained, and, if they enact this bill, the Nursing Home will be marginally better.

Mr. Riehle reported that, according to the County's lobbying agents and County Nursing Home groups, he has received assurances that the budget talks should not have any detrimental impact to county nursing facilities. He added that if none of this works out, the State may extend payment cycles out to 300 days.

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

Ms. Michelle Anderson, County Auditor, provided an update on the GASB 54 Implementation, noting that the standard was included in the December 31, 2011 Comprehensive Financial Report (CAFR) that will be presented next month. She explained that the Governmental Accounting Standards Board (GASB) issued Statement Number 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, in February 2009, which was effective for the County Beginning with Fiscal Year ending December 31, 2011. Ms. Anderson stated that this Statement changes how the County reports fund balance in the governmental funds in order to improve the usefulness, including the understandability, of governmental fund balance information. GASB 54 provided more clearly defined categories to make the nature and extent of the constraints placed on a government's fund balance more transparent, and clarifies the existing governmental fund type definitions.

Ms. Anderson advised that with the implementation of GASB 54, the County will now present its fund balance in the governmental funds on one of five categories, as follows:

1. Nonspendable Fund Balance – Includes amounts that cannot be spent because they are either (a) not in a spendable form or (b) legally or contractually required to be maintained intact. Examples relevant to the County include prepaid items and inventory.

2. Restricted Fund Balance – Used when constraints of the resources are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments, or (b) imposed by law through constitutional provisions or enabling legislation.
3. Committed Fund Balance – This category includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the government's highest level of decision-making authority. Amounts committed cannot be used for any other purpose unless the government removes or changes the use by taking the same type of action it employed to previously commit those amounts. Formal action should occur prior to the end of the reporting period.
4. Assigned Fund Balance – Amounts that are constrained by the government's intent to be used for a specific purpose.
5. Unassigned Fund Balance – This is the residual classification for the general Fund. The General Fund should be the only fund that reports a positive unassigned fund balance amount.

Ms. Anderson stated that in addition to changing how the County presents/reports its fund balance, GASB 54 changed the definitions for fund categories, effectively requiring governments to look at special revenue funds, how they are funded and how they are reported. She indicated that the standard states that a majority of the revenues, needed to substantially maintain the expenditures of the fund, need to be restricted or committed for the fund to be reported as a stand-alone special revenue fund in the financials.

Ms. Anderson advised that for funds not meeting this definition, the County can continue to have a separate fund in the general ledger, for ease in tracking, but must roll them into the general fund for financial reporting purposes.

Ms. Anderson reported that after a meeting with Treasurer Becky McNeil, County Administrator Bill Wasson and she, and discussions with applicable department heads, it was determined that eight (8) funds did not meet the requirements to be reported as a special revenue fund in the financials. She noted that six were rolled into the general fund, one was rolled into the Nursing Home, and one was rolled into the Health Department Fund.

Ms. Anderson stated that the reported General Fund now includes: Working Cash Fund, Parks and Recreation Special activities Fund, Collector Tax Indemnity Fund (closed during 2011), Fairview Building Fund, Bad Check Division Fund, and Vending Machine Account Fund. (Tort Judgment, Employee Benefits, Revenue Stamps, and In & Out clearing will continue to be reported under the General Fund.)

Ms. Anderson indicated that the Health Department now includes Federal Financial Participation Program (FFP) for financial reporting purposes. The Nursing Home (the County's sole Enterprise Fund) now includes the Nursing Home Employee Vending Account.

Ms. Anderson advised that these changes will be included in the CAFR next month when it is presented by the County's Outside Auditors.

Ms. Anderson distributed and reviewed a report entitled "Fund Balance Presentation 2010 vs. 2011." She indicated that these are unaudited numbers, but she believes that the numbers are solid right now. Ms. Anderson stated that the Fund Balance 2010 (Audited) amount is \$10,323,826. She noted that with the GASB 54 implementation and the funds added to the General Fund, the Fund Balance increased by \$1,176,193, thereby increasing the new beginning Fund Balance to \$11,500,019. Ms. Anderson stated that this figure becomes the starting point for where 2011 was started.

Ms. Anderson noted that the next component is the Deferred Revenue, which is \$821,634. She stated that this is the amount the General Fund had to defer from its revenue at the end of December 31, 2011 because it had not been received within 90 days. Ms. Anderson added that for comparison purposes, she looked up the amount deferred in 2010 which was just over \$1 million, which is \$200,000 less than was deferred in this report last year.

Ms. Anderson pointed out that the Budget variances increased the Fund Balance by \$1,499,205, which is a combination of revenue more than budgeted and expenses less than budgeted.

Ms. Anderson advised that the increase in Fund Balance is \$677,571 making an unaudited Fund Balance of \$12,177,590. She indicated that this is 142 days, which is the projected fund balance divided by the true General Fund of \$31 million. It is also about 15.5% of the overall County combined annual budget. Ms. Anderson stated that the 142 days represents about 4.7 months. She noted that it is important for the General Fund to have approximately five months as the first Property Tax payments are not due in until June. That represents about 25% of the revenue for the new combined General Fund. Ms. Anderson reported that the minimum standards for accounting are 90 days and 10%, which the County easily exceeded this year. She stated that the County Board Budget Policy states that we need to have 10% of the combined annual appropriation and we actually have 15.5%

Ms. Anderson pointed out that included in the Agenda packet is the Auditor's Quarterly Report as well as several audit reports.

Chairman Owens asked if there were any questions or comments. Hearing none, he thanked Ms. Anderson.

Ms. Jennifer Ho, Risk Management, reviewed the First Quarter Risk Management Report. She advised that within the last quarter, the County achieved a first in its history of self-insurance since the inception of the program in 1992 – there were no auto physical damage claims or auto liability claims. Ms. Ho stated that, overall, the County realized a reduction of \$78,037 in its claims reserves because of favorable case outcomes. A reduction in reserves is a positive indication that the overall claims experience is improved as compared to prior years.

Ms. Ho indicated that the County did have a slight increase in work injuries by two cases, as compared to the first quarter experience in FY'2011. However, the severity of the work injuries remains within the range of the past five years.

Chairman Owens asked if there were any questions or comments. Hearing none, he thanked Ms. Ho.

Ms. Kathy Michael, County Clerk, stated that due to PA 97-0679 and effective July 1, 2012, all County Clerks are required to collect an additional 42.00 fee for the issuance of certified copies of death and fetal death certificates. She noted that this \$2.00 is collected on behalf of the Department of Financial and Professional Regulation for deposit into the Cemetery Oversight Licensing and Disciplinary Fund.

Ms. Michael advised that this \$2.00 is in addition to the \$2.00 fee currently charged that is deposited in the Death Certificate Surcharge Fund with the Illinois Department of Health.

Ms. Michael presented her Monthly Report for March 2012.

Chairman Owens asked if there were any questions or comments. Hearing none, he thanked Ms. Michael.

Mr. Lee Newcom, County Recorder presented his Monthly Report. He noted that there was nothing unusual to point out on the report.

Mr. Wasson presented the following list of critical personnel position requests which have been received by the County Administrator's Office through April 28, 2012. All positions listed below are budgeted and funded through the end of FY 2012. He distributed and noted that a revised list includes two additional requests.

Circuit Clerk's Office

- 1) Request to fill a 1.0 FTE Office Support Specialist I position that has been vacated.

The retirement of a staff member has left a vacated 1.0 FTE in the Circuit Clerk's Traffic Division. The vacated position primarily provides data management support – in brief, checks-in all returned files; verifies court dates in computer match case file and consolidated cases. Enters/changes bond information; adds appearances; docket entries; dispositions; and closes dismissals in EJS. Verifies daily batch receipts and payments are correct. Other duties as assigned.

County Clerk's Office

- 1) Request to Fill 1.0 FTE Program Administrator – Elections recently vacated

The County Clerk's office currently has 1.0 Program Administrator – Elections vacant. This position is necessary to provide sufficient personnel and oversight to meet critical minimum staffing levels required to comply with state statutes and guidelines.

- 2) Fill 1.0 FTE Program Administrator – Taxes recently vacated.

The County Clerk's office currently has 1.0 Program Administrator – Taxes vacant. This position is necessary to provide sufficient personnel to meet critical minimum staffing levels required to comply with state statutes and guidelines.

The Clerk's office reduced support staff by 1.0 position in the 2010 budget reductions.

State's Attorney's Office

- 1) Request to Fill a 3.0 FTE Assistant State's Attorney positions that are being vacated within the next 30 days.

The State's Attorney's Office has previously had a 1.0 FTE criminal division reduction in the January, 2010 Budget and an additional 1.0 Assistant State's Attorney FTE position reduction in June 2010. The vacated positions have taken on a portion of the redistributed workload of these two criminal division FTE reductions.



### Circuit Court

- 1) Fill 1.0 FTE Judicial Secretary Position which has been vacated.

The Circuit Court currently has 11.0 FTE judicial secretaries to serve the 13 judges and one part-time hearing officer. The Circuit Court Secretary position is responsible for data entry in the case management system, coordinating scheduling for the judge, preparing orders and other legal memoranda, coordinating jury calendars with the other justice system offices, and providing information to the public and attorneys via phone, email and in person. Circuit Court secretaries are also tasked with assisting with the oversight of the judicial libraries, department budget, marriages and other administrative tasks.

### Facilities Management

- 1) Fill 1.0 FTE Lobby Screener Position which has been vacated.

This is a full-time position staffed Monday – Friday, 6:30 a.m. until 3:00 p.m. to screen all employees and members of the public entering the Law and Justice Center. This is a critical position that works cooperatively with my office and the Sheriff's Department Court Security deputies. We have no other staff available to cover this position. Approximately 2,600 people enter the Law and Justice Center each day. Contraband items are discovered at times either on a person or in their bags and brief cases.

- 2) Fill 1.0 FTE Custodian Position which has been vacated.

This is a full-time custodian who is assigned duties to clean major elements of the 200 W. Front Street Building, has submitted his retirement papers to our department. His last day of employment is April 13, 2012. The Health Department occupies 36,000 s.f. in this building. Cleaning standards are higher than normal offices. Health Department codes dictate in-depth sanitizing each day in the clinic and patient care areas. The Facilities Management Department is currently maintaining an open custodian position and this vacant position creates 2<sup>nd</sup> open position and a critical staffing shortage.

Health Department

- 1) Fill 2.0 FTE Office Support I Positions which has been vacated.

The OSS I positions within the McLean County WIC program fulfill a critical role in the federally funded grant program. The WIC program maintains five OSS I positions to sustain program growth and client load and clinic check in functions for the WIC, Immunization and Dental programs.

The WIC program funding is dependent on caseload achievement. A reduction in OSS I positions within the program would result in seeing fewer clients per day, effectively reducing the caseload achieved rate and putting funding for FY12 in jeopardy. The WIC program serves McLean County's most vulnerable low income population: infants, children up to the age of five and pregnant women.

The McLean County Dental Clinic is the only dental clinic in the county routinely serving residents with Medicaid (Illinois Public Aid) coverage for their dental care. Over 22,000 residents are currently covered; the Health Department dental clinic is their single option for care.

Clients are seen 5 days per week in the dental clinic; it requires two full-time OSS to provide clerical support for such a large program. Over 100 new applications for dental services are received on a monthly basis. Three dentists and two dental hygienists see children and adults each week; approximately 230 clients are scheduled on a weekly basis. OSS support is vital for intake of applications, scheduling, chart preparation, intake at the time of the appointment and check-out when the appointment is completed. The OSS is also involved in the billing process, allowing for quick submission and collection of payments.

The changeover to a new computer system and new software will create more duties for the OSS as client information must be entered into the new system.

Recorder's Office

- 1) Fill 1.0 FTE Office Support Specialist one position that has recently been vacated.

The Recorder's Office reduced FTE by 1.0 during 2010 Budget reductions. The recently vacated staff position is 1/6 of the Department's current staffing is necessary to meet day to day staffing levels.

Public Defender's Office

- 1) Request to Fill a 1.0 FTE Public Defender position that is being vacated within the next 30 days.

The Public Defender's Office has previously had a total 2.0 FTE reduction in the January, 2011 and 2012 Budget. The vacated position has taken on a portion of the redistributed workload of these two FTE reductions.

Nursing Home

- 2) Fill 1.0 FTE Licensed Practical Nurse Position which has been vacated.

The Nursing Home has filled 1 Licensed Practical Nursing position that has been vacated and filled to provide sufficient personnel to meet critical minimum staffing levels required to meet state guidelines. This position falls under the "critical patient care exemption" section of the hiring freeze guidelines.

Mr. Wasson stated that all department heads, except Mr. Howe, are available to answer any questions.

Ms. Wollrab asked if all of these positions are the result of employees leaving creating vacancies. Mr. Wasson replied that these are the result of multiple reasons, and reflects the fact that the economy is picking up and employees are leaving to go to other positions. He added that a couple of these vacancies are the result of retirements.

Motion by Wollrab/Rankin to Recommend Approval of the  
Critical Personnel Hiring Requests.  
Motion carried.

Mr. Newcom encouraged the Committee to consider implementing a procedure that would allow a crucial position to be filled prior to going through the Finance Committee and County Board for approval. He stated that there are some positions in Departmental offices that cannot wait for the current three-week process and must be filled immediately. Chairman Owens responded that requests can go to a Stand-up meeting for approval if absolutely necessary. Ms. O'Connor added that a special Finance Committee meeting could also be held.

Mr. Wasson stated that a vacancy can be posted early in order to expedite the process. Thereafter, the request would go through the current process, and if the request is denied by the County Board, the vacancy would not be filled.

Mr. Wasson presented a request for approval of the Resolution establishing the Budget Policy for Fiscal Year 2013. He noted that the only changes are the dates.

Motion by O'Connor/Butler to Recommend Approval of the Resolution Establishing the Budget Policy for Fiscal Year 2013.

Motion carried.

Mr. Wasson presented a request for approval of Schedule A – Calendar for Preparation of the Fiscal Year 2013 Budget, Five Year Capital Improvement Budget, and the Recommended Three Year Budget. He stated that the Calendar reflects the same calendar that has been used historically. Mr. Wasson noted that the date for the Department Head meeting was moved up one week last year from previous years to keep the date away from the Memorial Day weekend. He added that if there are any changes to the budget policy prior to the County Board Meeting, there will still be time to prepare information for the Department Head meeting on the 18<sup>th</sup> of May.

Motion by Wollrab/McIntyre to Recommend Approval of Schedule A – Calendar for Preparation of the Fiscal Year 2013 Budget, Five Year Capital Improvement Budget, and Recommended Three Year Budget.

Motion carried.

Mr. Wasson presented a request for approval of the proposed Ordinances setting salaries for Elected Officials. He reminded the Committee that when Elected Officials' salaries were set for the Sheriff, Treasurer and County Clerk, there was a pay freeze for three out of four years with a 0%-0%-4.5% and a 0%. Therefore, salaries for those positions were taken out of sequence with the positions of the Circuit Clerk, Coroner, Auditor and Recorder. Mr. Wasson stated that those four positions in both 2011 and 2012 received a 4.5% increase. Those were rates that were set and, once set, could not be changed for the term of office. To bring the salaries of the Circuit Clerk, Coroner, Auditor and Recorder back in line with the distributions that has commonly been used for the Sheriff, Treasurer and County Clerk, would require that, again, because these positions received a 4.5% and 4.5% in 2011 and 2012 to align these with the Sheriff, Treasurer and County Clerk would require a 0%-0%-0% in the first three years of the period.

Mr. Wasson referred to Exhibit B which indicates that in 2016 he projected a 1.5% increase for all of the elected positions. Exhibit B shows that for the Circuit Clerk, Coroner, Auditor and Recorder would bring salaries back in line with the other three Elected Officials and would allow for a consistent increase in 2016.

Mr. Wasson noted that a 1.5% increase is consistent with what has been provided for general staff for the last two years.

Mr. Wasson pointed out that, included in the packet, is a review of comparable counties' salaries. In the comparable salaries for the comparable positions, namely Circuit Clerk, Auditor, Coroner and Recorder, the County's salaries rank second across the comparable counties which include, Champaign, Sangamon, Peoria, Rock Island and Tazewell.

Ms. Wollrab asked how McLean County ranks by population. Mr. Wasson replied that McLean County is 4<sup>th</sup> out of the six counties. He added that these counties are standard comparable counties when doing a salary analysis.

Ms. Wollrab expressed concern that the Circuit Clerk's salary is higher than the other salaries. Mr. Wasson responded that the general policy of setting salaries for Elected Officials has been that there are three categories of elected officials, as follows:

1. Sheriff;
2. County Treasurer, County Clerk and Circuit Clerk;
3. Coroner, Auditor and Recorder.

Mr. Wasson advised that the County Treasurer, County Clerk and Circuit Clerk have been paid at the same rate and the Coroner, Auditor and Recorder are paid at a slightly lower rate. This is based upon the responsibilities of the office.

Ms. Wollrab indicated that her concern is with the Circuit Clerk's salary as compared to the other five counties. She pointed out that Peoria and Rock Island Counties have the same salary for their Circuit Clerk, Auditor, Coroner and Recorder. Chairman Owens suggested that the difference may be in the staffing needs in the other counties compared to the staffing needs in McLean County.

Mr. Wasson noted that all of these counties are going through the same process of setting salaries. He added that he has heard that some counties are recommending 2% each year and others that are recommending 0% each year.

Motion by O'Connor/Butler to Recommend Approval of the  
Proposed Ordinances Setting Salaries for Elected Officials.  
Motion carried.

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Ms. Wollrab recognized and congratulated Ms. Hannah Eisner for being named the new Assistant County Administrator. The Committee added their congratulations as well.

Chairman Owens presented the April 30, 2012 Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$1,466,225.94 and a Fund Total that is the same.

Motion by Rankin/Wollrab to recommend approval of the Finance Committee bills as of April 30, 2012 as recommended by the County Auditor.  
Motion carried.

Chairman Owens presented the April 30, 2012 Nursing Home bills for review and approval as transmitted by the County Auditor. The Nursing Home bills include a Prepaid Total of \$514,254.43 and a Fund Total that is the same.

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Motion by Butler/McIntyre to recommend approval of the Nursing Home bills as of April 30, 2012 as recommended by the County Auditor.  
Motion carried.

There being nothing further to come before the Committee at this time, Chairman Owens adjourned the Finance Committee at 4:59 p.m.

Respectfully Submitted,

Judith A. LaCasse  
Recording Secretary

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