

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, February 3, 2016 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chair Ben Owens; Members: Erik Rankin, Chuck Erickson, Carlo Robustelli, Catherine Metsker, Richard Buchanan,

Members Absent: Member David Selzer

Other Members Present:

Staff Present: Mr. Bill Wasson, County Administrator; Ms. Hannah Eisner, Assistant County Administrator; Mr. Don Knapp, First Assistant Civil State's Attorney; Ms. Julie A. Morlock, Recording Secretary;

Department Heads/Elected

Officials Present: Ms. Marshall Thomson, Director, Animal Control; Ms. Cindy Wegner, Director, McLean County Nursing Home, Ms. Kathy Michael, County Clerk; Mr. Jason Chambers, State's Attorney; Ms. Michelle Anderson, County Auditor; Ms. Teri Payne, Director Employee Wellness

Others Present:

Chairman Owens called the meeting to order at 4:30 PM

Chairman Owens presented the minutes of the December 15, 2015 special meeting and January 6, 2016 regular meeting of the Finance Committee for approval.

Motion by Robustelli/Buchanan to approve the Minutes of the December 15, 2015 special meeting and January 6, 2016 regular meeting of the Finance Committee.
Motion carried.

Ms. Becky McNeil, County Treasurer presented her monthly reports. She went through the Sales Tax, Income Tax and Personal Property Tax Receipts for the Month of January and indicated we received \$921,000 in revenue compared to \$910,000 a year ago. She stated that the report also shows a comparison for 5 periods of revenue which indicate that February 2015 through January 2016 revenue was up 3.6% compared to last year. Ms. McNeil moved on to the Investment Report and stated she is in the process of moving a lot of funds around because of some changes that are taking place with Illinois funds, US Bank and Epay. Mr. Buchanan requested time to sit down with the Treasurer's office and Auditor's office to go over information to get a better understanding of future reports.

Motion by Metsker/Buchanan to place on file the Treasurer's Reports.
Motion Carried.

Chairman Owens presented on behalf of Becky McNeil and the Treasurer's office a request to approve Resolutions Authorizing the Chairman of the McLean County Board to Execute Deeds of Conveyance for Parcel #08-03-476-003.

Motion by Robustelli/Rankin to recommend approval of Resolutions Authorizing the Chairman of the McLean County Board to Execute Deeds of Conveyance for Parcel #08-03-476-003.
Motion Carried.

Chairman Owens presented on behalf of Ms. McNeil and the Treasurer's office a request to approval a contract with GovTech Services, Inc. for online property tax payments and escrow processing services.

Motion by Buchanan/Rankin to recommend approval of a contract with GovTech Services, Inc. for online property tax payments and escrow processing services.
Motion Carried.

Mr. Rankin asked Ms. McNeil and Ms. Anderson to provide documents on the County Health Department's reserve balance. Ms. Anderson indicated that she could provide the information next month. Ms. Metsker asked if they could provide revenue projections in the same fund. Mr. Wasson suggested that they get a report on the receivables as well from the Health Department. Ms. McNeil clarified that it would be as of December 31, 2015 and stated that she would work with the Administrator's office to provide that information. Mr. Owens asked for receivables from all areas. Ms. Metsker asked if the Health Department invested their own money. Ms. McNeil stated their funds are in the "other pooled fund investments" and next month she could break it down by fund. Chairman Owens asked if there were any further questions for the Treasurer; hearing none, he thanked her.

Chairman Owens stated that Ms. Michael would not be present for the meeting. Ms. Metsker asked about the ballot situation. Mr. Knapp indicated that there were challenges to some of the Presidential candidates so while all of our local ballots were ready to go, we have to wait for the State to certify the top of the ballot and there was a questions whether the State would rule on the candidate challenges in time for us to get the ballots to the printer to be open for the first day of early voting. He stated that by statute we have to open early voting tomorrow with or without ballots. Ms. Metsker asked if we are still required to have same day registration. Mr. Knapp stated that yes we are required to have same day registration. Chairman Owens asked if any of the Committee members had any further questions regarding her reports; hearing none he moved on to Ms. Anderson, the Auditor.

Ms. Michelle Anderson, McLean County Auditor had one item for information which was to let the Committee know that the Internal Revenue Service had changed their mileage rate for 2016. She stated that per the travel policy, they follow the IRS rate instead of a rate set by the County.

Chairman Owens presented on behalf of Ms. Marshall Thompson and the Animal Control Department a request to approve an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance for Animal Control General Fund 0001, Department 0032. Ms. Metsker commented that based upon her visit to Animal Control and all of the things they do there, the purchase of a pressure washer seemed to be a wise investment for Animal Control. Ms. Thompson agreed that it would make things a lot easier and was a good investment as it is a commercial pressure washer that allows them to include disinfectant and has a dryer on it so that it will help with safety issues as well.

Motion by Buchanan/Metsker to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2015 Combined Annual Appropriation and Budget Ordinance for Animal Control General Fund 0001, Department 0032.
Motion Carried.

Chairman Owens presented on behalf of Ms. Thompson a request to approve both a three year agreement with the Town of Normal and the County of McLean for Animal Control Services and a three year agreement with the Town of Normal and the County of McLean for Animal Control Warden Services. Mr. Rankin asked why the ones last month were only for 1 year. Mr. Wasson indicated we are working toward multi-year agreements across the board. Mr. Buchanan asked about the City of Bloomington. Ms. Thomson indicated that Bloomington is expected to come next month.

Motion by Rankin/Metsker to recommend approval of both a three year agreement with the Town of Normal and the County of McLean for Animal Control Services and a three year agreement with the Town of Normal and the County of McLean for Animal Control Warden Services.
Motion Carried.

Ms. Marshall Thomson, Director, Animal Control presented her monthly reports. Chairman Owens asked if the Committee had any questions of Ms. Marshall; hearing none, he thanked her.

Ms. Cindy Wegner, Administrator of the McLean County Nursing home presented her monthly report. Chairman Owens asked if there were any questions for Ms. Wegner; hearing none, he thanked Ms. Wegner. Mr. Owens pointed out that the Rules Committee met and that if it passes the full Board, the Nursing Home would no longer report to the Finance Committee but would instead report to the Health Committee. Mr. Buchanan asked for clarification on the number of discharges vs the number of

admissions. Ms. Wegner stated that there were more discharges than admissions. Ms. Metsker thanked and complimented the staff for the help they provide to her when she goes out to provide communion to residents.

Chairman Owens presented on behalf of Ms. Ho and the Risk Management Department a request to approve the proposed insurance program for Policy Year 2016. Ms. Metsker asked why we have a 25% increase over 2014 costs. Mr. Wasson stated that the lease agreement with the PBC that expired for the Law & Justice Center included in the Bond Issue an amount for the PBC to pay for the property insurance and that is no longer part of subsequent leases and Bond Issues. Ms. Ho stated that since 2003 the County gets the insurance for the PBC buildings, which includes the L&J and the Deck and the PBC reimburses us for their portion because it is easier to manage a claim with our own carrier. Ms. Ho indicated that part of the 25% increase is the inclusion of the L&J. Ms. Metsker asked about the excess liability insurance for the nursing home. Ms. Ho stated that the Nursing Home is a specialty risk and they have their own primary insurance but the additional coverage is for certain things such as slips, trips or falls of residents. Ms. Metsker asked about the increase in premium for worker's compensation and when we would see a reduction. Ms. Ho indicated that we would probably not see a reduction. She said that Worker's Compensation in Illinois for public entities is hard to underwrite and because we have class of employees i.e. the Sheriff's Department where their line of work raises the chance of worker's compensation claims. Ms. Metsker questioned that the report made it sound like it increased because of claims history. Mr. Owens asked about the property claims at the Highway Department and wanted to know if that affected our premium. Ms. Ho indicated it was a factor in changing carriers, but the new carrier was more competitive in rates and coverages and that was the deciding factor not the claim. Chairman Owens indicated that her quarterly report was in the packet and asked if there were any questions for Ms. Ho; hearing none he thanked her.

Motion by Robustelli/Rankin to recommend approval of the proposed insurance program for Policy Year 2016.
Motion Carried.

Ms. Teri Payne, Health Promotion presented for action a request to approve the Employee Wellness Program Budget. Ms. Cathy Colverston-Anderson, the Assistant Director at McLean County Health Department and Ms. Nicole Aone, supervisor for the program introduced themselves and then turned it over to Ms. Payne. Ms. Payne went through accomplishments of the program last year where the focus moved from tracking participation in activities to measuring program outcomes. She stated that one of the goals was to reach more of the population so they went to all departments and purchased an online wellness platform that was easy to use and has the ability to be customized per department. She went through the attachments she provided including the budget, calendar of activities for this coming year and feedback received on programs provided this last year. She stated that they are looking to add an employee wellness page on the County intranet to provide information without sending out a lot of

emails. Mr. Robustelli asked if the wellness program is voluntary and if there is benefit to participating in it such as insurance discounts. Mr. Wasson stated that the insurance program is separate from the wellness program and the health insurance program does provide deductible incentives if you get a physical each year and go through a health risk assessment each year. The health plan also offers incentives if you participate in wellness activities where the employees get credit for those wellness activities and have the ability to use those points for rewards. The employee wellness program is a way to also reach out to employees that do not have our medical plan. Mr. Robustelli stated that he liked the idea of orienting towards outcomes because we need to add to or maintain those participating because it is benefits us as a self-insured plan to have healthy employees. Mr. Robustelli also asked about corporate discounts for fitness clubs. Mr. Wasson explained that the health plan provides that if you pay \$25.00 a month you can use any participating fitness facility. Ms. Payne indicated that one time a year they waive the membership fee to join that club. Mr. Rankin asked about the turnout at the employee wellness fair, the number of employees taking advantage of the health screenings and what strategies they have in place to get more people to participate. Mr. Wasson stated that we have a very high participation rate of over 90% for those members in our health plan because there is a reduction in deductible to do so. Ms. Payne discuss strategies and how we get to others not in our health insurance and how we get those that are suffering from obesity and high blood pressure involved in program for better health and that they will do screening later in the year so that hopefully people who have seen their physicians can see progress which will encourage them to continue. Ms. Payne indicated that the number before them did not include BC/BS numbers for 2015. Mr. Rankin asked her to share blue cross numbers when they get them. Ms. Metsker asked if the BC/BS data was coming from their Risk Assessment. Ms. Payne confirmed the numbers are from the 2014 Risk Assessment from BC/BS. She asked how many employees are on BC/BS. Mr. Wasson indicated that it is about 50% of employees. Ms. Metsker asked about other incentives such as the Great American Smoke Out and money we put to it. Ms. Payne stated that people have to be interested in changing. We can plan the class but they have to want to come and participate. Ms. Metsker asked if they had considered having employees pay more for insurance if they smoke. Mr. Wasson stated that they had considered different levels of premiums for smokers and non-smokers. Mr. Robustelli stated we need to really look at this program so that we can help save as much as we can on our benefits.

Motion by Rankin/Robustelli to recommend approval of the Employee Wellness Program Budget.

Motion Carried.

Chairman Owens indicated the Committee would consider the three action items listed on the Agenda under the County Administration in one motion. Mr. Wasson indicated that they were reoccurring annual items for the budget to get through the first six months of the year.

Motion by Robustelli/Metsker to recommend approval of Request approval of an Ordinance Transferring Monies from the County General Fund 0001 to Children's Advocacy Center Fund 0129 and Tort Judgment Fund 0135, Fiscal Year 2016, and Request approval of a Resolution Transferring Monies from the Working Cash Fund 0002 to the F.I.C.A./Social Security Fund 0130 and the IMRF Fund 0131, Fiscal Year 2016 and Request approval of an Ordinance Transferring Monies from the Health Department Fund 0112 to the Persons with Developmental Disabilities Fund 0110, Fiscal Year 2016.
 Motion Carried.

Mr. Wasson presented his report on hiring for the County in the last 30 days. Chairman Owens asked the Committee if they had any questions for Mr. Wasson; hearing none, he thanked Mr. Wasson.

Chairman Owens presented the February 1, 2016 Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$1,242,412.89 and a Fund Total that is the same.

MCLEAN COUNTY BOARD COMMITTEE REPORT

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AS OF 2/1/2016

EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$114,234.66	\$114,234.66
0135	TORT JUDGEMENT		\$92,614.99	\$92,614.99
0137	RECORDER DOCUMENT STORAGE		\$3,140.54	\$3,140.54
0512	EMPLOYEE BENEFIT PLAN		\$1,032,422.70	\$1,032,422.70
			<hr/>	
			\$1,242,412.89	\$1,242,412.89


 COMMITTEE CHAIRMAN

Motion by Erickson/Rankin to approve the presented bills.
 Motion carried

Chairman Owens presented the Nursing Home bills for review and approval as transmitted by the County Auditor. The bills include a Prepaid Total of \$281,973.18 and a Fund Total that is the same.

MCLEAN COUNTY BOARD COMMITTEE REPORT

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AS OF 2/1/2016

EXPENDITURE SUMMARY BY FUND

Human Services Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0401	NURSING HOME		\$281,973.18	\$281,973.18
			\$281,973.18	\$281,973.18

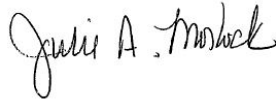

COMMITTEE CHAIRMAN

Motion by Rankin/Buchanan to approve the presented Nursing Home bills.
Motion carried.

Chairman Owens asked if there was any other business or communication to come before the Committee, hearing nothing he adjourned the meeting.

Meeting adjourned at 5:39 PM

Respectfully Submitted,



Julie A. Morlock
Recording Secretary

County Treasurer's Monthly Financial Reports
Summary of Tax Revenue

January		2016	Change Over	2015
Vouchers			Prior Year	
Sales Tax	\$	418,049.26	-0.4%	\$ 419,900.78
Revenue Sales Tax	\$	55,484.78	-16.3%	\$ 66,286.26
Local Use Tax	\$	37,787.21	8.5%	\$ 34,812.22
Income Tax	\$	191,555.52	21.2%	\$ 158,066.05
PPRT	\$	218,689.50	-5.5%	\$ 231,349.06
Total	\$	921,566.27	1.2%	\$ 910,414.37

Monthly Comparison

2016	\$	921,566.27	
2015	\$	910,414.37	
Difference	\$	11,151.90	1.2%

YTD Comparison

2016	\$	921,566.27	
2015	\$	910,414.37	
Difference	\$	11,151.90	1.2%

Budget Comparison

Annual Budget	\$	10,763,540.00	
Budgeted Revenue Per Month			
Budgeted Revenue thru January	\$	987,651.00	
YTD Actual Vouchers	\$	921,566.27	
Over (Under) Budget	\$	(66,084.73)	-6.7%

Comparing 5 periods of 12 months each:

<u>Dates:</u>	<u>Revenue</u>	<u>Increase/(Decrease)</u> <u>Over Prior Year</u>
Feb 15 - Jan 16	9,839,666.21	3.6%
Feb 14 - Jan 15	9,502,219.05	-1.3%
Feb 13 - Jan 14	9,623,162.22	4.1%
Feb 12 - Jan 13	9,244,848.56	6.8%
Feb 11 - Jan 12	8,658,753.97	

County Treasurer's Monthly Financial Reports
Investment Report
01/31/16

Pooled Fund CD Investments		Amount	Type	Rate	Maturity Date
04/10/15	Illini Bank	200,000.00	CD	0.26%	04/10/16
04/17/15	Atlanta National Bank-McLean	200,000.00	CD	0.50%	04/17/16
05/07/15	Morton Community Bank -Stanford & Cropsey	200,000.00	CD	0.67%	07/07/16
07/03/15	First State Bank of Bloomington	400,000.00	CD	0.35%	07/03/16
08/02/15	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/16
08/10/15	Mid Illini Credit Union	200,000.00	CD	0.42%	08/10/16
09/14/15	Peoples State Bank of Colfax	200,000.00	CD	0.20%	09/14/16
11/04/15	Prairieland Federal Credit Union	225,000.00	CD	1.15%	05/04/17
04/03/15	Anchor State Bank-Anchor	200,000.00	CD	0.30%	04/03/16
02/11/15	State Bank of Graymont-Chenoa	200,000.00	CD	0.40%	05/11/16
11/04/15	Prairie State Bank & Trust	200,000.00	CD	0.30%	08/04/16
Total Pooled Fund CD Investments		2,725,000.00			

Other Pooled Fund Investments		Amount	Type	Rate	Maturity Date
01/31/16	Chase Bank	3,732,056.02	Op/Sweep	0.02%	Sweep
01/31/16	Heartland Bank	5,124,915.64	High Perf Op	0.07%	Flexible
01/31/16	Illinois Funds Money Market - P&Rec E-Pay	1,115.25	Money Mkt	0.03%	Flexible
01/31/16	Illinois Funds Money Market - Co Clerk E-Pay 0001 & 0164	726.69	Money Mkt	0.03%	Flexible
01/31/16	Illinois Funds Money Market Pool	703,184.57	Money Mkt	0.03%	Flexible
01/31/16	State Farm Bank	4,955,873.90	Money Mkt	0.35%	Flexible
01/31/16	Commerce Bank	5,265,922.82	Money Mkt	0.08%	Flexible
01/31/16	Chase Bank	422,004.68	Money Mkt	0.03%	Flexible
01/31/16	Chase Bank-Crt Restitution CS96CF1172 Fund 0001	211,004.93	Operating	0.03%	Flexible
Total Pooled Fund Cash Accounts		20,416,804.50			

Other Investment Accounts		Amount	Type	Rate	Maturity Date
01/31/16	Commerce Bank-HD Gov Pay	330,313.42	Operating	EC	Flexible
01/31/16	Illinois Funds Public Transportation (ShowBus)Fund 0006	55,242.20	Money Mkt	0.03%	Flexible
01/31/16	Illinois Funds MM-Health Dept. E-Pay Fund 0112	0.58	Money Mkt	0.03%	Flexible
01/31/16	Commerce Bank-Payroll Clearing Fund 0604	140,936.35	Operating	0.02%	Flexible
01/31/16	Regions Bank-Liability Claims Fund 0135 Timing	81,639.07	Operating	EC	Flexible
01/31/16	Illinois Funds MM-Unclmd Prop & Probate Fund 0601	104,746.61	Money Mkt	0.03%	Flexible
01/31/16	PNC Bank-Federal Asset Forfeiture Fund 0150 & 0158	27,802.89	Operating	0.01%	Flexible
Total		740,681.12			

County Motor Fuel Fund 0123		Amount	Type	Rate	Maturity Date
01/31/16	Commerce Bank	563,423.75	Operating	0.02%	Flexible
01/31/16	Illinois Funds-Money Market	2,074,269.44	Money Mkt	0.03%	Flexible
Total Funds		2,637,693.19			

McLean County Nursing Home Fund 0401		Amount	Type	Rate	Maturity Date
01/31/16	Heartland Bank	1,076,401.76	High Perf Op	0.07%	Flexible
01/31/16	Illinois Funds-Money Market	5,659,778.19	Money Mkt	0.03%	Flexible
01/31/16	Heartland Bank-Money Market	84,695.00	Money Mkt	0.07%	Flexible
01/31/16	Commerce Bank-Residents Account	27,274.05	Operating	0.03%	Flexible
08/02/15	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/16
10/19/15	Flanagan State Bank	507,805.86	CD	1.00%	10/19/17
Total Funds		7,855,954.86			

Emergency 911 Telephone Service Fund 0450		Amount	Type	Rate	Maturity Date
01/31/16	Commerce Bank	240,885.30	Operating	n/a	Flexible
01/31/16	Commerce Bank Trust	454,725.90	Trust Acct	0.01%	Flexible
Total Funds		695,611.20			

Metro Communications Fund 0452		Amount	Type	Rate	Maturity Date
01/31/16	Heartland Bank	680,786.63	High Perf Op	0.03%	Flexible
Total Funds		680,786.63			

Township Motor Fuel Tax Fund 0501		Amount	Type	Rate	Maturity Date
01/31/16	Heartland Bank	536,236.73	Operating	EC	Flexible
01/31/16	Illinois Funds Money Market	1,192,321.09	Money Mkt	0.03%	Flexible
Total Funds		1,728,557.82			
Township Bridge Program Fund 0502		Amount	Type	Rate	Maturity Date
01/31/16	Chase Bank	1,500.66	Operating	0.01%	Flexible
Total Funds		1,500.66			
McLean County Free Eye Clinic Fund 0505		Amount	Type	Rate	Maturity Date
01/31/16	PNC	31,557.75	Operating	0.01%	Flexible
Total Funds		31,557.75			
Employee Benefit Plan Fund 0512		Amount	Type	Rate	Maturity Date
01/31/16	Heartland Bank	2,479,271.35	High Perf Op	0.07%	Flexible
Total Funds		2,479,271.35			
Baker Estate Trust Fund 0513		Amount	Type	Rate	Maturity Date
01/31/16	PNC	193,851.28	Operating	0.01%	Flexible
Total Funds		193,851.28			
Community Development Assistance Fund 0603		Amount	Type	Rate	Maturity Date
01/31/16	PNC	777,247.93	Operating	0.01%	Flexible
01/31/16	Illinois Funds Money Market	178,594.74	Money Mkt	0.03%	Flexible
Total Funds		955,842.67			
Drainage Districts		Amount	Type	Rate	Maturity Date
0529	Patton	10,858.51	Operating	0.08%	Flexible
0530	Adrian	14,294.82	Operating	0.05%	Flexible
0531	Brokaw Brining	28,505.02	Operating	0.08%	Flexible
0532	Easterbrook	66,610.44	Operating	0.01%	Flexible
0533	Gridley	15,608.59	Operating	0.01%	Flexible
0534	Kumler	7,666.13	Operating	0.04%	Flexible
0535	Mackinaw	4,266.87	Operating	0.10%	Flexible
0536	Normal-Towanda	372.67	Operating	0.08%	Flexible
0538	Prairie Creek	23,696.49	Operating	0.01%	Flexible
0539	Sangamon River	29,492.87	Operating	0.01%	Flexible
0541	White Star	8,557.81	Operating	0.08%	Flexible
0542	Turkey Creek	8,639.02	Operating	0.08%	Flexible
Total Funds		218,569.24			
TOTAL OF ALL FUNDS		41,361,682.27			