

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, September 7, 2016 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chairman James Soeldner, Members Erik Rankin, Chuck Erickson, Carlo Robustelli, Catherine Metsker, David Selzer and Laurie Wollrab

Members Absent: None

Other Members Present: Mr. John McIntyre

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

Department Heads/Elected

Officials Present: Ms. Marshall Thomson, Director, Animal Control; Ms. Becky McNeil, Treasurer

Others Present: Jeff Gilmore, Benefit Planning Associates

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

Chairman Soeldner presented the Minutes of the June 20, 2016 special meeting and the August 3, 2016 regular meeting of the Finance Committee for approval.

Motion by Selzer/Rankin to approve the Minutes of the June 20, 2016 special meeting and the August 3, 2016 regular meeting of the Finance Committee
Motion carried.

Chairman Soeldner confirmed there were no appearances by members of the public.

Mr. Erickson joined the meeting at 4:33 p.m.

Ms. Becky McNeil, County Treasurer requested approval of Resolution Authorizing the Chairman of McLean County Board to Execute Deeds of Conveyance for Parcel Numbers 21-16-405-002 and 27-19-400-006.

Motion by Selzer/Robustelli to recommend approval of Resolution Authorizing the Chairman of McLean County Board to Execute Deeds of Conveyance for Parcel Numbers 21-16-405-002 and 27-19-400-006.
Motion Carried.

Ms. McNeil discussed the process for the program and discussed the surplus auction that occurred.

Ms. McNeil went over property tax receipts and tax revenue numbers including the Shared Sales Tax revenue. Mr. Soeldner asked if the Mental Health/Public Safety Sale Tax figures were above expectations. Mr. Wasson stated that Mental Health/Public Safety Sale Shared Tax figure is slightly above expectations, but County Sales Tax amounts are below expectations. Mr. Selzer asked them to confirm we still do not have access to specific business information. Mr. Wasson confirmed that. Ms. McNeil discussed adding mobile homes into the tax sale for this year. Ms. Wollrab asked her to confirm we had not done mobile homes before and why doing now. Ms. McNeil said that because of a change in statute we now do not have to have the VIN number for the mobile home to go to tax sale. Ms. Metsker asked about our notification to mobile home owners about this process. Ms. McNeil indicated they had sent notice in July and August and would do so again in September. She stated that in October they would do publication and send a certified delinquent letter. She stated that this is above and beyond the statute that only requires that they send a certified letter and do publication. Ms. Metsker asked if there was interest in acquiring mobile homes. Ms. McNeil said probably not many, but if no interested party then trustee will bid with the goal to get tax payer to redeem. She said that she expects there to be a lot of clean up on taxes for mobile homes. Ms. McNeil went over the Investment Report. She also reported that grant programs with the State are current except for one of the redeploy programs.

Motion by Robustelli/Wollrab to accept and place on file the reports from the Treasurer.

Motion Carried.

Mr. Wasson presented for action on behalf of the County Auditor a request to approve a contract with Baker, Tilly, Virchow, Krause, LLP for auditing services with McLean County and an Addendum A to Business Associate Agreement with Baker, Tilly, Virchow, Krause, LLP. Mr. Wasson stated that it is standard practice to renew the contract for three years if we are satisfied with services provided and then at the end of that term issue an RFP and likely go with new outside auditor to make sure we are getting a new perspective. He stated that the Auditor, Treasurer and the Administrative staff recommend we continue our contract with Baker, Tilley. Mr. Selzer asked if we require proof from our Auditors of their liability insurance. Mr. Wasson stated that he did not believe we have done so in our RFP process. Ms. Wollrab asked if they audit the Nursing Home and what information they look at for the Nursing Home. Mr. Wasson stated that they do the audit for the nursing home and he would have to ask the Auditor and report back to Ms. Wollrab.

Motion by Metsker/Robustelli to recommend approval of contract with Baker, Tilly, Virchow, Krause, LLP for auditing services with McLean County and Addendum A to Business Associate Agreement with Baker, Tilly, Virchow, Krause, LLP.

Motion Carried.

Marshell Thomson, Director Animal Control presented for action a request to approve an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2016 Combined Annual Appropriation and Budget Ordinance for Animal Control. Mr. Wasson indicated that any changes in the 500 personnel categories required a budget amendment instead of a transfer.

Motion by Robustelli/Wollrab to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2016 Combined Annual Appropriation and Budget Ordinance for Animal Control.
Motion Carried.

Ms. Thomson presented her monthly report and updated the Committee on events they have participated in. Mr. Soeldner asked if Animal Control still had the horses they had rescued. She indicated that they were able, through the bid process, to place the horses with new homes. Ms. Thompson also updated the Committee on positives, including public awareness about Animal Control Department, which occurred as a result of the sale of the horses. Ms. Wollrab asked about registrations and the increase in numbers. Ms. Thompson indicated they were working with Veterinarians to make the registration process electronic. Chairman Soeldner asked if the Committee had any further comments or questions; hearing none, he thanked Ms. Thompson

Chairman Soeldner indicated that Ms. Michael was not present as they were conducting election judge training, but her report was in the packet. He stated she had emailed him and indicated that things were going well with the election process and would have an update for the Committee next month. Ms. Metsker said that Committee needed to acknowledge that she and her staff have been at festivals to increase awareness and try to get people to register early.

Mr. Wasson presented on behalf of the Health Department a request to approve a Resolution amending the Fiscal Year 2016 McLean County Full-Time Equivalent Position Resolution. Mr. Wasson said this is personnel cleanup as the position was originally approved for a full time position, but the Health Department elected to hire a person part time because they felt this person was the best candidate for the position. Mr. Selzer asked for clarification on which line the salary was being paid out of. Mr. Wasson said that Treasurer has been overriding to pay it out of the part-time line item and so we have asked the Health Department to bring this to Committee to correct this. Mr. Robustelli indicated this position was discussed in the budget process and the Committee had been told at that time that this position was essential, must be full time and that current networking staff could not understand the needs of the Health Department. Mr. Wasson stated that the initial request was for someone within the Health Department to help customers and staff with basic computer questions as IT needed to be available to handle other more labor intensive matters. He stated that the Health Department then asked for a reclass for this position last year which Administration did not recommend. Mr. Robustelli asked him to confirm that this was the same person they hired before they asked for a reclass. Mr. Wasson said that it is the same person they hired. Ms. Metsker

asked about internal equity between jobs. Mr. Wasson stated we have other individuals in the same classification. Mr. Selzer asked about full-time vs. part-time. Mr. Wasson said that this has always been full time approved position, but they filled it on part time basis. Mr. Selzer asked why we needed someone embedded in the department when we have a good IT department to handle matters. Mr. Wasson stated the person they have reportedly does good work and stays in communication with the IT Department even though they do not report to IT. Mr. Selzer questioned where we draw the line on having individuals in departments instead of in IT. Mr. Wasson stated that on rare occasions we have had people in special departments such as the Health Department in the past and gave the example of GIS which was later moved to IT. Ms. Metsker questioned whether they created the position around the person instead of trying to find a person to fill a needed position. Mr. Soeldner asked if Administration was recommending we approve this. Mr. Wasson stated Administration recommended approving this for the payroll process. Ms. Wollrab stated this goes to a broader issue and how we hire people and having a uniform process. Mr. Wasson said that Health Department did not feel this was a major variation on what was requested. Mr. Robustelli said that he felt Committee was concerned about the decentralization of the IT department. Mr. Selzer stated that he would feel better if Health approved this first and then Executive Committee approved this at a Stand-up meeting. Mr. Wasson said that was possible. Ms. Wollrab asked that even though the Health Department has the authority to hire, don't we have liability if they are doing something that is. Mr. Robustelli asked if the State's Attorney's office was counseling them on these procedures and processes. Mr. Wasson said they were counseling them but did not know that they have been counseled relative to this specific position.

Motion was made by Selzer/Rankin to recommend approval a Resolution amending the Fiscal Year 2016 McLean County Full-Time Equivalent Position Resolution.

Motion Withdrawn.

Motion made by Selzer/Rankin to table discussion and approval of Resolution amending the Fiscal Year 2016 McLean County Full-Time Equivalent Position Resolution until a Stand-up meeting before the County Board meeting.

Motion Carried.

Mr. Wasson presented for action a Request to approve a Resolution to establish rates for Health and Life Insurance Coverage for Fiscal Year 2017. Mr. Wasson stated that employee and employer rates decreased this year. Mr. Selzer asked why there was a decrease. Mr. Wasson said very good experience over the last couple of years. Mr. Selzer asked if this was in part due to wellness program as nationwide there is evidence that these programs help. Mr. Wasson said that it could be part of it. Mr. Wasson presented them with another reason the rates might have lowered. He stated that retirees can stay on our plan but have to pay the full cost of insurance and with more cost effective options on the market, many retirees have left our plan. Ms. Wollrab asked about us

changing to a self-insured plan and if that contributed. Mr. Wasson stated that it did not contribute to the rate but based on the rate of renewal we thought this was the time to move to self-insured. Ms. Wollrab asked about stop-loss. Mr. Jeff Gilmore, Benefit Planning Associates provided information on the individual stop loss and aggregate stop loss levels for the plan. Mr. Wasson stated that the employees should not see a change to the plan coverage offered.

Motion by Selzer/Wollrab to recommend approval of a resolution to establish rates for Health and Life Insurance Coverage for Fiscal Year 2017.
 Motion Carried.

Mr. Wasson presented his report on vacancies refilled for the County in the last 30 days and stated there were no positions refilled in the last 30 days under the oversight of the Finance Committee.

Chairman McIntyre let the Committee know that they would have the second meeting of the Behavioral Health Coordinating Council meeting tomorrow morning and gave them an update on progress.

Mr. Soeldner asked about getting an update on CDAP program. Mr. Wasson stated that the Enterprise Zone was approved and awaiting signature from the Governor. He stated that the CDAP program would need to have legislative changes occur before we could make significant changes with our program. Mr. Selzer said he was concerned that if we do not loan out this money the EDC was going to make the recommendation that we use this money for other projects. Mr. Wasson stated the County Board controlled whether to loan the money or use it for capital projects.

Chairman Soeldner presented the Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$1,138,968.54 and a Fund Total that is the same.

MCLEAN COUNTY BOARD COMMITTEE REPORT

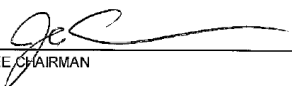
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AS OF 9/1/2016

EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$43,792.54	\$43,792.54
0131	I.M.R.F. FUND		\$543,057.50	\$543,057.50
0136	TORT JUDGEMENT		\$21,367.50	\$21,367.50
0137	RECORDER DOCUMENT STORAGE		\$2,385.86	\$2,385.86
0164	CO CLERK DOC STORAGE		\$224.75	\$224.75
0512	EMPLOYEE BENEFIT PLAN		\$528,140.39	\$528,140.39
			<hr/>	
			\$1,138,968.54	\$1,138,968.54

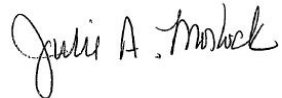

 COMMITTEE CHAIRMAN

Motion by Robustelli/Wollrab to approve the presented bills.
Motion carried

Chairman Soeldner asked if there was any further business or communication to come before the Committee; hearing none, he adjourned the meeting

Meeting adjourned at 5:38 PM

Respectfully Submitted,

A handwritten signature in cursive script that reads "Julie A. Morlock". The signature is written in black ink and is positioned above the typed name.

Julie A. Morlock
Recording Secretary

County Treasurer's Monthly Financial Reports
Summary of Tax Revenue

August			Change Over	
Vouchers		2016	Prior Year	2015
County Wide Sales Tax	\$	414,080.27	-6.7%	\$ 443,752.34
County Sales Tax (Un-Inc)	\$	49,255.60	-9.6%	\$ 54,485.48
Local Use Tax	\$	37,142.54	8.8%	\$ 34,150.04
Income Tax	\$	105,144.22	-11.1%	\$ 118,272.66
PPRT	\$	31,981.55	-13.3%	\$ 36,871.77
Total	\$	637,604.18	-7.3%	\$ 687,532.29

Monthly Comparison

August 2016 Vouchers	\$	637,604.18	
August 2015 Vouchers	\$	687,532.29	
Difference	\$	(49,928.11)	-7.3%

YTD Comparison

YTD 2016 Vouchers	\$	6,630,296.88	
YTD 2015 Vouchers	\$	6,896,463.84	
Difference	\$	(266,166.96)	-3.9%

Budget Comparison

2016 Annual Budget	\$	10,763,540.00	
Budgeted Revenue thru 08/31/16	\$	7,373,076.00	
2016 YTD Actual Vouchers	\$	6,630,296.88	
Over (Under) Budget	\$	(742,779.12)	-10.1%

2016 Shared Sales Tax

		Town of Normal	City of Bloomington	
April (Jan Rcpts)	\$	114,713.92	\$	153,707.15
May (Feb Rcpts)	\$	106,682.49	\$	161,933.34
June (Mar Rcpts)	\$	121,419.16	\$	188,344.40
July (Apr Rcpts)	\$	123,316.93	\$	330,275.79
August (May Rcpts)	\$	127,245.15	\$	186,910.16
Total	\$	593,377.65	\$	1,021,170.84
				\$ 1,614,548.49

Property Tax Receipts

Extension	\$	33,280,220.54	
Distributions	\$	29,786,244.63	89.5%

County Treasurer's Monthly Financial Reports
Investment Report
08/31/16

Pooled Fund CD Investments		Amount	Type	Acct ID Number	Rate	Maturity Date
08/02/15	First State Bank of Bloomington	500,000.00	CD	57450	0.35%	08/02/16
11/04/15	Prairie State Bank & Trust	200,000.00	CD	800070419	0.30%	08/04/16
08/10/15	Mid Illini Credit Union	200,000.00	CD	213610 K 353	0.42%	08/10/16
09/14/15	Peoples State Bank of Colfax	200,000.00	CD	21923	0.20%	09/14/16
07/14/16	Bloomington Normal Community Bank (Morton)	500,000.00	CD	315753 564949	0.51%	01/14/17
05/14/16	State Bank of Graymont-Chenoa	200,000.00	CD	96615036	0.40%	03/14/17
04/03/16	Anchor State Bank-Anchor	200,000.00	CD	5667	0.30%	04/03/17
04/10/16	Illini Bank	200,000.00	CD	5100000408	0.21%	04/10/17
07/14/16	Bloomington Normal Community Bank (Morton)	200,000.00	CD	315753 564947	0.57%	04/14/17
04/17/16	Atlanta National Bank-McLean	200,000.00	CD	12007289	0.27%	04/17/17
11/04/15	Prairieland Federal Credit Union	225,000.00	CD	823 13	1.15%	05/04/17
07/03/16	First State Bank of Bloomington	400,000.00	CD	57511	0.35%	07/03/17
07/15/16	Heartland Bank	500,000.00	CD	1100011954	0.35%	07/15/17
Total Pooled Fund CD Investments		3,725,000.00				

Other Pooled Fund Investments		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Chase Bank	6,927,034.85	Op/Sweep	273006999	0.02%	Sweep
08/31/16	Heartland Bank	4,952,841.76	High Perf Op	51132381	0.07%	Flexible
08/31/16	Illinois Funds Money Market - Co Clerk E-Pay 0001 & 0164	18,737.90	Money Mkt	151600006861	0.03%	Flexible
08/31/16	Illinois Funds Money Market	1,930,101.79	Money Mkt	7139169271	0.03%	Flexible
08/31/16	State Farm Bank Money Market	4,961,661.43	Money Mkt	1002618790	0.35%	Flexible
08/31/16	Commerce Bank Money Market	5,263,337.50	Money Mkt	723041961	0.08%	Flexible
08/31/16	Chase Bank Money Market	2,622,953.37	Money Mkt	2973684513	0.03%	Flexible
08/31/16	Chase Bank-Crt Restitution CS96CF1172 Fund 0001	214,597.43	Operating	1558783096	0.03%	Flexible
Total Pooled Fund Cash Accounts		26,891,266.03				

Other Investment Accounts		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Commerce Bank-HD & Co Clerk Gov Pay	404,937.96	Operating	723046510	EC	Flexible
08/31/16	Heartland Bank Public Transportation Fund 0006	55,312.43	Money Mkt	52346632	0.03%	Flexible
08/31/16	Commerce Bank-Payroll Clearing Fund 0604	141,067.18	Operating	720003204	0.02%	Flexible
08/31/16	Regions Bank-Liability Claims Fund 0135	90,902.88	Operating	25493419	EC	Flexible
08/31/16	Illinois Funds MM-Unclmd Prop & Probate Fund 0601	141,338.95	Money Mkt	251600005713	0.03%	Flexible
08/31/16	PNC Bank-Federal Asset Forfeiture Fund 0150 & 0158	38,879.90	Operating	46-1242-4283	0.01%	Flexible
Total		872,439.30				

County Motor Fuel Fund 0123		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Commerce Bank	1,378,899.60	Operating	720001082	0.02%	Flexible
08/31/16	Illinois Funds-Money Market	1,399,299.29	Money Mkt	151600010087	0.03%	Flexible
Total Funds		2,778,198.89				

McLean County Nursing Home Fund 0401		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Heartland Bank Main Op	279,386.29	High Perf Op	51129151	0.07%	Flexible
08/31/16	Commerce Bank SS & Res Trust Deposit Acct	544,040.43	Operating	114077996		Flexible
08/31/16	Illinois Funds-Money Market	660,096.62	Money Mkt	151600002209	0.03%	Flexible
08/31/16	Heartland Bank-Money Market	3,082,831.29	Money Mkt	51710954	0.07%	Flexible
08/31/16	Commerce Bank-Residents Account	29,173.26	Operating	720454168	0.03%	Flexible
08/02/15	First State Bank of Bloomington	500,000.00	CD	57454	0.35%	08/02/16
10/19/15	Flanagan State Bank	507,805.86	CD	1003809	1.00%	10/19/17
07/15/16	Heartland Bank	500,000.00	CD	1100011947	0.35%	07/15/17
07/14/16	Bloomington Normal Community Bank (Morton)	500,000.00	CD	315753 564951	0.57%	07/14/17
Total Funds		6,603,333.75				

Emergency 911 Telephone Service Fund 0450		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Commerce Bank	409,174.34	Operating	619914153	n/a	Flexible
08/31/16	Commerce Bank Trust - Escrow Reserve held till 12/05/19	9,147.40	Escrow	8029 & 880548011	0.01%	12/05/19
04/30/16	Commerce Bank Trust - Escrow Reserve FHLMC Callable	450,273.25	Escrow	CUSIP 3134G3V72		12/05/19
Total Funds		868,594.99				

Metro Communications Fund 0452		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Heartland Bank	456,464.65	High Perf Op	51102229	0.03%	Flexible
Total Funds		456,464.65				

Township Motor Fuel Tax Fund 0501		Amount	Type	Acct ID Number	Rate	Maturity Date
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08/31/16	Heartland Bank	346,988.44	Operating	52347965	EC	Flexible
08/31/16	Illinois Funds Money Market	950,033.81	Money Mkt	151600226493	0.03%	Flexible
Total Funds		1,297,022.25				

Township Bridge Program Fund 0502		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Chase Bank	1,500.66	Operating	273201066	0.01%	Flexible
Total Funds		1,500.66				

McLean County Free Eye Clinic Fund 0505		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Commerce Bank	31,564.64	Operating	681052034	0.01%	Flexible
Total Funds		31,564.64				

Employee Benefit Plan Fund 0512		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Heartland Bank	2,284,042.81	High Perf Op	51129585	0.07%	Flexible
08/31/16	Heartland Bank	1,000,055.89	Money Mkt	52351962	0.12%	Flexible
07/15/16	Heartland Bank	500,000.00	CD	1100011939	0.35%	07/15/17
Total Funds		3,784,098.70				

Baker Estate Trust Fund 0513		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Commerce Bank	197,524.43	Operating	681052034	0.01%	Flexible
Total Funds		197,524.43				

Community Development Assistance Fund 0603		Amount	Type	Acct ID Number	Rate	Maturity Date
08/31/16	Heartland Bank	26,527.77	Operating	52351814	0.01%	Flexible
08/31/16	Illinois Funds Money Market	950,029.97	Money Mkt	25160000060	0.03%	Flexible
Total Funds		976,557.74				

Drainage Districts		Amount	Type	Acct ID Number	Rate	Maturity Date
0529	Patton	14,438.98	Operating	660712	0.08%	Flexible
0530	Adrian	15,882.94	Operating	660712	0.05%	Flexible
0531	Brokaw Brining	36,305.40	Operating	660712	0.08%	Flexible
0532	Easterbrook	57,263.33	Operating	660712	0.01%	Flexible
0533	Gridley	9,296.35	Operating	660712	0.01%	Flexible
0534	Kumler	15,588.95	Operating	660712	0.04%	Flexible
0535	Mackinaw	20,331.35	Operating	660712	0.10%	Flexible
0536	Normal-Towanda	2,479.33	Operating	660712	0.08%	Flexible
0538	Prairie Creek	26,465.80	Operating	660712	0.01%	Flexible
0539	Sangamon River	35,306.96	Operating	660712	0.01%	Flexible
0541	White Star	11,865.22	Operating	660712	0.08%	Flexible
0542	Turkey Creek	9,565.21	Operating	660712	0.08%	Flexible
Total Funds		254,789.82				

TOTAL OF ALL FUNDS	48,738,355.85
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