

Minutes of the Finance Committee

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

Members Present: Chairman David Sezler, Members Erik Rankin, Chuck Erickson, Catherine Metsker, Jim Soeldner

Members Absent: Scott Murphy and Laurie Wollrab

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; Mr. Eric Schmitt, Administrative Services Director

Department Heads/Elected

Officials Present: Ms. Marshall Thomson, Director, Animal Control; Ms. Becky McNeil, Treasurer; Ms. Kathy Michael, County Clerk,

Others Present: Josh Schaefer, Auditor's Office; Denise Cesario, County Clerk's Office; Mark Bounds, Recorder's Office

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

Chairman Selzer presented the Minutes of the October 18, 2016 special meeting and the November 2, 2016 regular meeting of the Finance Committee for approval.

Motion by Soeldner/Erickson to approve the Minutes of the October 18, 2016 special meeting and the November 2, 2016 regular meeting of the Finance Committee.

Motion carried.

Chairman Selzer asked Staff to review historical information to confirm whether it should be an action item or an informational item to accept and place on file the financial records of the Treasurer. Mr. Wasson stated that has historically been an information item but staff would look to see if there was a statutory requirement for us to act on this. Ms. Eisner indicated that the Code requires the Treasurer to file a monthly report with the County Clerk and the Chairman of the County Board summarizing financial status of their office. Mr. Knapp stated that he would confirm but thought that this process of formally accepting and placing on file is to show that she has met her statutory duty.

Ms. Becky McNeil, County Treasurer, presented to the Committee the tax revenue report and went over the numbers presented therein. Ms. McNeil presented to the Committee the Investment Report and indicated that there was not much change in these figures

from last month. Ms. McNeil also indicated that she would have a report next month on property tax levy, receivables as of December 31, and how the State is doing. She also thought she might have an update on PPRT. Mr. Selzer asked if she thought there would be delays caused by the change in Comptroller. Ms. McNeil indicated she had not received notice of anything changing. Chairman Selzer asked if there were any further questions; hearing none, he thanked Ms. McNeil.

Motion by Rankin/Erickson to accept and place on file the County Treasurer's Monthly Financial Reports.
Motion Carried.

Ms. Thomson presented for action a request to approve an amendment to the McLean County Code amending Chapter 165 Animals and Chapter 205 Fees. Mr. Soeldner asked about the term dangerous and vicious dogs and the fee associated with that. Ms. Thompson indicated that the Illinois Animal Control Act defines those terms and there are also definitions in Town of Normal and City of Bloomington and that owners do pay a tag fee and have to maintain vaccinations. Mr. Soeldner asked her to confirm that it is legal to own a vicious dog. She confirmed it is legal. Mr. Soeldner asked if the fees highlighted where not covered before. Ms. Thompson indicated that they did have those fees but they were under the Board of Health fees. Ms. Eisner stated that fees came in to play because City and Town felt it was better for the public to be aware of a vicious dog by requiring it to wear a specific tag. Mr. Soeldner said he thought it a good idea to tag them but maybe not a good idea to allow them in public. Ms. Eisner stated that a vicious dog cannot be in public. Mr. Erickson asked if the definition of register was new. Ms. Eisner stated that there was not a definition of register in the code previously. Mr. Erickson also asked about the status of having registration take place at the veterinarian offices and if this definition refers to that. Ms. Eisner stated that it does refer to registration through a Vet, but basically this just helps when the Code refers to animals needing to be registered. Ms. Thompson stated that most of the Vets are voluntarily participating with the online registration and collecting fees. Mr. Rankin asked if intent was to remain voluntary or to make it mandatory. Ms. Thompson indicated that we have a high percentage who are voluntary. Mr. Wasson stated that the goal is to get total voluntary compliance. Ms. Metsker asked how they are getting the word out about this service to Veterinarians and the public. Ms. Thompson indicated that one of her staff continues to contact each Veterinarian with the goal to have all contacted in the next 6 months. Mr. Soeldner asked about the term "dogs running at large". Ms. Eisner stated this is not a change to practice but is additional wording added to cover our practice. Mr. Soeldner asked her to confirm that to retrieve a dog, the owner would have to pay for the cost of altering animal if found wandering at large a second time. Ms. Thompson confirmed owner would have to pay to have them altered. She also indicated that when animal control find them the first time, they have the owner sign a document so they are aware that should their dog be caught again they will have to pay for altering. Ms. Metsker asked if there is a fine for them running at large a second time if animal is already altered. Ms. Thompson indicated that the state has a \$25 impoundment fee. Mr. Erickson complemented Ms. Thompson on

the work she has done and stated that he thought the move from under the purview of the Health Department has been a good move.

Motion by Metsker/Rankin to recommend approval of an amendment to the McLean County Code amending Chapter 165 Animals and Chapter 205 Fees.
Motion Carried.

Ms. Thomson presented her monthly report to the Committee. Ms. Thompson shared with the Committee that a group collected 30 cats in a week for adoption through their service. Mr. Wasson indicated that cats are much harder to get placed for adoption than dogs. Mr. Rankin asked if she had connected with the new PetSmart about adoption through their facility. Ms. Thompson indicated that she is open to working with them, but nothing has been formalized at this time. Mr. Selzer asked how many cats they currently have in house. Ms. Thompson indicated about 60 but had about 90. Chairman Selzer asked if the Committee had any comments or questions; hearing none, he thanked Ms. Thomson.

Ms. Kathy Michael, County Clerk presented her monthly reports. She reported they are still wrapping up items from the election and are working to start things for the elections in 2017. She indicated they had a meeting scheduled in the next week with Administration to go over final budget numbers from the election. Ms. Michael stated things went well during the elections with no long wait times. Ms. Michael also let the Committee know that the State has indicated they will reimburse us for election judges. Mr. Selzer let her know that the Auditor reported that her office was over budget in several budget lines. Ms. Michael indicated those related to elections and would be addressing next month. Ms. Soeldner asked her if she had an increased number of questions regarding the township caucuses. Ms. Michael indicated there were no more than usual. She indicated the State has gotten better in spelling out what the Townships are supposed to do which has made it easier. Ms. Metsker complimented Ms. Michael on her website and being able to get forms and information on the website so that she did not have to come in to the office. Chairman Selzer asked if there were any further questions for Ms. Michael, hearing none, he thanked her.

Mr. Josh Schaefer representing the Auditor, presented for action a request to approve a Commerce Bank Corporate Resolution to obtain a Credit Card Account. Mr. Selzer asked him to confirm that this is a result of a change in staff when Josh joined the Auditor's office. Mr. Schaefer confirmed it was. Ms. Metsker asked him to confirm that this is to be a credit card administrator and not necessarily to have a credit card. Mr. Schaefer confirmed that was correct.

Motion by Soeldner/Rankin recommend approval of a request to approve a Commerce Bank Corporate Resolution to obtain a Credit Card Account.
Motion Carried.

Mr. Selzer indicated that Mr. Schaefer had presented audit reports for the Committee in the Packet. Ms. Metsker asked him to explain the audit reports for the funds that are automatically collected by the Court. Mr. Schaefer indicated all audits are required by statute and they are confirming the funds were collected, put in the correct account, spent money on approved items and also confirming the expenses are signed off on by the appropriate person. Ms. Metsker asked who implements discrepancies. Mr. Schaefer indicated that they send audit summary to person who signs off on the bills to make sure they know what to correct. Mr. Rankin also recommended to Ms. Metsker the website ILGA.Gov as a great resource regarding Funds.

Mr. Wasson presented the employment report and indicated one position filled under the purview of the Finance Committee last month. Chairman Selzer asked if there were any questions, hearing none, he thanked Mr. Wasson.

Chairman Selzer presented the Finance Committee bills for review and approval as transmitted by the County Auditor. The Finance Committee bills include a Prepaid Total of \$1,298,403.83 and a Fund Total that is the same.

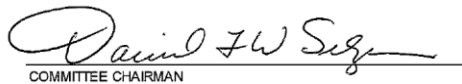
Motion by Rankin/Metsker to approve the presented bills.
 Motion carried

MCLEAN COUNTY BOARD COMMITTEE REPORT
 AS OF 12/1/2016
 EXPENDITURE SUMMARY BY FUND

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Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$224,269.41	\$224,269.41
0131	I.M.R.F. FUND		\$365,357.92	\$365,357.92
0133	CO-OPERATIVE EXTENSION		\$89,471.22	\$89,471.22
0134	HISTORICAL MUSEUM		\$11,264.22	\$11,264.22
0135	TORT JUDGEMENT		\$100,938.47	\$100,938.47
0137	RECORDER DOCUMENT STORAGE		\$2,382.39	\$2,382.39
0164	CO CLERK DOC STORAGE		\$276.90	\$276.90
0168	COLLECTOR AUTOMATION FUND		\$3,293.00	\$3,293.00
0512	EMPLOYEE BENEFIT PLAN		\$501,150.30	\$501,150.30
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			\$1,298,403.83	\$1,298,403.83


 COMMITTEE CHAIRMAN

Chairman Selzer indicated he would entertain a motion to move into executive session pursuant to 5 ILCS 120/2(c)(2) of the Open Meetings Act: Collective negotiating matters between public body and its employees or their representatives, or deliberations concerning salary schedule for one or more classes of employees. He asked that Staff, Committee members and any other Board members remain.

Motion by Soeldner/Rankin to move to executive session pursuant to 5 ILCS 120/2(c)(2) of the Open Meetings Act: Collective negotiating matters between public body and its employees or their representatives, or deliberations concerning salary schedule for one or more classes of employees.

Motion Carried.

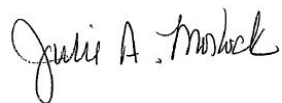
The Committee entered their Executive Session at 5:12 p.m.

The Executive Committee returned to open session at 5:29 p.m.

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

Meeting adjourned at 5:30 PM

Respectfully Submitted,

A handwritten signature in cursive script that reads "Julie A. Morlock".

Julie A. Morlock
Recording Secretary

McLean County Treasurer's Summary of Tax Revenue

November Vouchers	2016	Change Over Prior Year	2015
County Wide Sales Tax	\$ 410,625.66	-7.2%	\$ 442,349.16
County Sales Tax (Un-Inc)	\$ 49,944.75	53.4%	\$ 32,553.30
Local Use Tax	\$ 36,345.58	11.4%	\$ 32,633.48
Income Tax	\$ 113,909.16	-12.7%	\$ 130,542.18
PPRT	N/A		N/A
Total	\$ 610,825.15	-4.3%	\$ 638,078.12

Monthly Comparison

November 2016 Vouchers	\$ 610,825.15	
November 2015 Vouchers	\$ 638,078.12	
Difference	\$ (27,252.97)	-4.3%

YTD Vouchers	2016	Change Over Prior Year	2015
County Wide Sales Tax	\$ 4,648,998.67	0.3%	\$ 4,634,934.93
County Sales Tax (Un-Inc)	\$ 535,385.95	-2.5%	\$ 549,220.81
Local Use Tax	\$ 420,421.70	9.5%	\$ 383,858.84
Income Tax	\$ 1,785,664.55	-9.0%	\$ 1,962,554.98
PPRT	\$ 1,428,600.67	-11.8%	\$ 1,620,122.65
Total	\$ 8,819,071.54	-3.6%	\$ 9,150,692.21

YTD Comparison

YTD 2016 Vouchers	\$ 8,819,071.54	
YTD 2015 Vouchers	\$ 9,150,692.21	
Difference	\$ (331,620.67)	-3.6%

Budget Comparison

2016 Annual Budget	\$ 10,763,540.00
Budgeted Revenue thru 11/30/16	\$ 9,935,929.00

2016 YTD Actual Vouchers \$ 8,819,071.54

Over (Under) Budget	\$ (1,116,857.46)	-11.2%
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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	
September	(June Rcpts)	\$ 130,960.65	\$ 200,069.13	
October	(July Rcpts)	\$ 122,878.84	\$ 181,457.65	
November	(Aug Rcpts)	\$ 126,166.01	\$ 179,436.12	
Total		\$ 973,383.15	\$ 1,582,133.74	\$ 2,555,516.89

Property Tax Receipts

Extension	\$ 34,374,376.22	
Distributions	\$ 33,151,343.06	96.44%

McLean County Treasurer's Monthly Financial Reports
Investment Report
11/30/16

Pooled Fund CD Investments		Amount	Type	Rate	Maturity Date
08/02/16	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/17
08/04/16	Prairie State Bank & Trust	200,000.00	CD	0.30%	08/04/17
08/10/16	Mid Illini Credit Union	200,000.00	CD	0.80%	08/10/17
09/14/16	Peoples State Bank of Colfax	200,000.00	CD	0.20%	09/14/17
07/14/16	Bloomington Normal Community Bank (Morton)	500,000.00	CD	0.51%	01/14/17
05/14/16	State Bank of Graymont-Chenoa	200,000.00	CD	0.40%	03/14/17
04/03/16	Anchor State Bank-Anchor	200,000.00	CD	0.30%	04/03/17
04/10/16	Illini Bank	200,000.00	CD	0.21%	04/10/17
07/14/16	Bloomington Normal Community Bank (Morton)	200,000.00	CD	0.57%	04/14/17
04/17/16	Atlanta National Bank-McLean	200,000.00	CD	0.27%	04/17/17
11/04/15	PrairieLand Federal Credit Union	225,000.00	CD	1.15%	05/04/17
07/03/16	First State Bank of Bloomington	400,000.00	CD	0.35%	07/03/17
07/15/16	Heartland Bank	500,000.00	CD	0.35%	07/15/17
Total Pooled Fund CD Investments		3,725,000.00			

Other Pooled Fund Investments		Amount	Type	Rate	Maturity Date
11/30/16	Chase Bank	707,473.92	Op/Sweep	0.02%	Sweep
11/30/16	Heartland Bank	4,988,677.93	High Perf Op	0.07%	Flexible
11/30/16	Illinois Funds Money Market - Co Clerk E-Pay 0001 & 0164	10,708.59	Money Mkt	0.03%	Flexible
11/30/16	Illinois Funds Money Market	4,222,077.08	Money Mkt	0.03%	Flexible
11/30/16	State Farm Bank Money Market	4,964,163.30	Money Mkt	0.35%	Flexible
11/30/16	Commerce Bank Money Market	5,264,217.24	Money Mkt	0.08%	Flexible
11/30/16	Chase Bank Money Market	6,124,244.57	Money Mkt	0.03%	Flexible
11/30/16	Chase Bank-Crt Restitution CS96CF1172 Fund 0001	216,641.69	Operating	0.03%	Flexible
Total Pooled Fund Cash Accounts		26,498,204.32			

Other Investment Accounts		Amount	Type	Rate	Maturity Date
11/30/16	Commerce Bank-HD & Co Clerk Gov Pay	446,832.99	Operating	EC	Flexible
11/30/16	Heartland Bank Public Transportation Fund 0006	313,918.78	Money Mkt	0.03%	Flexible
11/30/16	Commerce Bank-Payroll Clearing Fund 0604	(301,487.42)	Operating	0.02%	Flexible
11/30/16	Regions Bank-Liability Claims Fund 0135	40,945.59	Operating	EC	Flexible
11/30/16	Illinois Funds MM-Unclmd Prop & Probate Fund 0601	141,481.23	Money Mkt	0.03%	Flexible
11/30/16	PNC Bank-Federal Asset Forfeiture Fund 0150 & 0158	38,883.24	Operating	0.01%	Flexible
Total		680,574.41			

County Motor Fuel Fund 0123		Amount	Type	Rate	Maturity Date
11/30/16	Commerce Bank	1,503,189.56	Operating	0.02%	Flexible
11/30/16	Illinois Funds-Money Market	1,973,559.58	Money Mkt	0.03%	Flexible
Total Funds		3,476,749.14			

McLean County Nursing Home Fund 0401		Amount	Type	Rate	Maturity Date
11/30/16	Heartland Bank Main Op	587,591.85	High Perf Op	0.07%	Flexible
11/30/16	Commerce Bank SS & Res Trust Deposit Acct	875,258.41	Operating		Flexible
11/30/16	Illinois Funds-Money Market	844,844.95	Money Mkt	0.03%	Flexible
11/30/16	Heartland Bank-Money Market	1,583,584.23	Money Mkt	0.07%	Flexible
11/30/16	Commerce Bank-Residents Account	29,173.26	Operating	0.03%	Flexible
08/02/16	First State Bank of Bloomington	500,000.00	CD	0.35%	08/02/17
10/19/15	Flanagan State Bank	507,805.86	CD	1.00%	10/19/17
07/15/16	Heartland Bank	500,000.00	CD	0.35%	07/15/17
07/14/16	Bloomington Normal Community Bank (Morton)	500,000.00	CD	0.57%	07/14/17
Total Funds		5,928,258.56			

Emergency 911 Telephone Service Fund 0450		Amount	Type	Rate	Maturity Date
11/30/16	Commerce Bank	413,717.88	Operating	n/a	Flexible
11/30/16	Commerce Bank Trust - Escrow Reserve held till 12/05/19	9,147.40	Escrow	0.01%	12/05/19
04/30/16	Commerce Bank Trust - Escrow Reserve FHLMC Callable	450,273.25	Escrow		12/05/19
Total Funds		873,138.53			

Metro Communications Fund 0452		Amount	Type	Rate	Maturity Date
11/30/16	Heartland Bank	571,342.52	High Perf Op	0.03%	Flexible
Total Funds		571,342.52			
Township Motor Fuel Tax Fund 0501		Amount	Type	Rate	Maturity Date
11/30/16	Heartland Bank	178,338.98	Operating	EC	Flexible
11/30/16	Illinois Funds Money Market	1,438,466.77	Money Mkt	0.03%	Flexible
Total Funds		1,616,805.75			
Township Bridge Program Fund 0502		Amount	Type	Rate	Maturity Date
11/30/16	Chase Bank	141,157.39	Operating	0.01%	Flexible
Total Funds		141,157.39			
McLean County Free Eye Clinic Fund 0505		Amount	Type	Rate	Maturity Date
11/30/16	Commerce Bank	31,571.13	Operating	0.01%	Flexible
Total Funds		31,571.13			
Employee Benefit Plan Fund 0512		Amount	Type	Rate	Maturity Date
11/30/16	Heartland Bank	1,443,995.34	High Perf Op	0.07%	Flexible
11/30/16	Heartland Bank	1,000,358.40	Money Mkt	0.12%	Flexible
07/15/16	Heartland Bank	500,000.00	CD	0.35%	07/15/17
Total Funds		2,944,353.74			
Baker Estate Trust Fund 0513		Amount	Type	Rate	Maturity Date
11/30/16	Commerce Bank	197,565.01	Operating	0.01%	Flexible
Total Funds		197,565.01			
Community Development Assistance Fund 0603		Amount	Type	Rate	Maturity Date
11/30/16	Heartland Bank	31,898.19	Operating	0.01%	Flexible
11/30/16	Illinois Funds Money Market	950,986.47	Money Mkt	0.03%	Flexible
Total Funds		982,884.66			
Drainage Districts		Amount	Type	Rate	Maturity Date
0529	Patton	14,976.29	Operating	0.08%	Flexible
0530	Adrian	16,626.35	Operating	0.05%	Flexible
0531	Brokaw Brining	37,062.21	Operating	0.08%	Flexible
0532	Easterbrook	60,757.30	Operating	0.01%	Flexible
0533	Gridley	9,297.39	Operating	0.01%	Flexible
0534	Kumler	13,214.68	Operating	0.04%	Flexible
0535	Mackinaw	13,686.09	Operating	0.10%	Flexible
0536	Normal-Towanda	954.28	Operating	0.08%	Flexible
0538	Prairie Creek	27,506.01	Operating	0.01%	Flexible
0539	Sangamon River	37,598.59	Operating	0.01%	Flexible
0541	White Star	3,720.22	Operating	0.08%	Flexible
0542	Turkey Creek	10,566.98	Operating	0.08%	Flexible
Total Funds		245,966.39			
TOTAL OF ALL FUNDS		47,913,571.55			