

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Tuesday, July 3, 2018 at 3:00 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chairman David Selzer, Members Erik Rankin, Chuck Erickson, Catherine Metsker, Jim Soeldner, Scott Murphy and Laurie Wollrab

Members Absent: None

Other Members Present: Chairman John McIntyre and Members Susan Schafer, Jacob Beard, George Gordon, William Caisley, Ryan Scritchlow

Staff Present: Mr. William Wasson, County Administrator; Mr. Donald Knapp Assistant County Administrator, Mr. Eric Schmitt, Administrative Services Director; Ms. Jessica Woods Assistant Civil State's Attorney; Ms. Julie A. Morlock, Recording Secretary;

Department Heads/Elected

Officials Present: Marshall Thomson, Animal Control Director; Rebecca McNeil, County Treasurer; Michelle Anderson, County Auditor, Jon Sandage, McLean County Sheriff, Jason Chambers, State's Attorney

Others Present:

Chairman Selzer called the meeting to order at 3:00 PM.

Chairman Selzer presented the Minutes of the June 6, 2018 regular meeting and May 15, 2018 special meeting of the Finance Committee for approval.

Motion by Wollrab/Murphy to approve the Minutes of the June 6, 2018 regular and May 15, 2018 special meetings of the Finance Committee.
Motion carried.

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

Ms. McNeil presented her monthly financial reports. Ms. McNeil went over the tax revenue report including county sales tax, shared sales tax and property tax numbers. Mr. Selzer asked if she had heard what effect the Supreme Court ruling would have on us locally. Ms. McNeil stated she had not heard anything yet. She presented information on the Investment Report stating that the Illinois Investment Fund rate is still doing well. Ms. McNeil presented the CDAP Fund balance and stated there are two loans under the CDAP program both in good standing. Mr. Rankin asked if there was a plan for the CDAP loan funds. Mr. Wasson stated that the CDAP sub-committee and the County Board passed a resolution to use part of the money for a low interest loan program. Mr. Rankin asked if any work had been done to start to develop that. Mr. Selzer stated that we are still utilizing EDC to get word out about the program, but thought we were going to come up with new program criteria. Mr. Soeldner stated that when it came from the CDAP sub-committee it was his understanding that it was going to go back to Finance Committee to finalize program criteria. Mr. Selzer asked Ms. McNeil to confirm that

restrictions were removed and funds were part of the general fund now. Ms. McNeil stated that it is listed with our unrestricted funds but we keep the actual funds in a separate account because of the two loans still under that program.

Ms. McNeil went over the Blue Cross Blue Shield self-insured plan numbers. She stated that expenses are up this year but compared to when we were still contracting with Blue Cross Blue Shield numbers are still down. Ms. McNeil went over the Employee Benefits Fund totals and stated that staff had worked for several years to build this fund so that we could go to a self-insured plan. Mr. Soeldner asked if numbers are adjusted yearly. Mr. Wasson stated that each year the numbers are evaluated with the budget and renewal process. Ms. Wollrab asked if anyone had looked at outsourcing the pharmacy program. Mr. Wasson stated that we have not looked at in detail, but have looked at other plans who have experienced some challenges. He stated that we would probably want to wait until we have more historical data to determine highs and lows with program before we take on the additional risk.

Ms. McNeil stated that the next report was the Nursing Home Fund. She stated that the numbers have been reported through the month of May and went over those numbers. She stated that the revenue and the cash position compared to last year appears to show some stability.

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

Motion Carried.

Ms. Kathy Michael, County Clerk was not present, but Ms. Denise Cesario was in attendance to present for action a request to approve the List of Election Judges.

Motion by Metsker/Murphy to recommend approval of the List of Election Judges.

Motion Carried.

Chairman Selzer indicated that the County Clerk's reports were in the packet and asked if there were any questions; hearing none he moved on to the County Auditor.

Ms. Michelle Anderson, County Auditor presented for action a request to accept and place on file the management letter of advisory comments and single audit report for the year ended December 31, 2017. She indicated this was a continuation of the reports from Baker Tilly last month. She went over the report that indicated no findings on the internal controls over financial reportings. She stated that next was the report on compliance over federal grants and programs and indicated there was a minor finding in this area. She stated that it was a deficiency that involved one check for replacement of emergency management radios. She stated finding does not say that money was spent incorrectly, just says that it was not reviewed by a second person. Ms. Anderson went over the list of expenditures of federal awards and individual programs. Mr. Selzer asked if they have a way to determine if individuals receiving WIC through the County are also receiving assistance from a Township. Ms. Anderson stated she knew they have a lot of checks and balances but was not sure what the specific checks and balances were for the WIC program. Ms. Anderson then explained the indirect cost rate and our election of the 10% dominimus rate. Mr. Rankin asked her to explain the indirect cost

rate. Ms. Anderson provided further explanation on indirect rates and compared that to business overhead. She stated that most of our grants do not cover our costs, so this would not apply to us, but if we do not put down that we can elect it then in the future that option is not open to us. Mr. Wasson stated that in the past the reasoning has been that we want to use the grant funds for the services and not for administrative costs, but we want to protect our right to use the 10% recovery in the future if we received a sizeable grant amount.

Motion by Murphy/Wollrab recommended accepting and placing on file the management letter of advisory comments and single audit report for the year ended December 31, 2017.

Motion Carried.

Ms. Anderson also provided a general report and stated it had come to her attention that a vendor was selling items to employees for personal use and was not charging the employees sales tax. She stated that they are currently working with vendor to have invoices sent to employees to pay the tax. She stated that education materials have been sent to department heads to give to their employees and had already heard back from over half of the departments that training had taken place. Mr. Selzer commended the Auditor and State's Attorney on how the matter was handled.

Chairman Selzer indicated that Marshall Thomson of Animal Control was not present, but her reports were in the packet. Ms. Metsker asked about the increase in temporary registrations and what they were used for. Mr. Wasson stated that while he was not certain, Staff felt those were for non-profit rescue organizations to maintain animals until they are adopted by permanent owners. Ms. Metsker asked for further information regarding the drop in the numbers of bat bites.

Mr. Bill Wasson, County Administrator went over the Employment activities

Chairman Selzer presented the Finance Committee bills for review and approval as transmitted by the County Auditor. He stated that the Finance Committee bills include a Prepaid and Fund Total of \$675,481.38.

MCLEAN COUNTY BOARD COMMITTEE REPORT

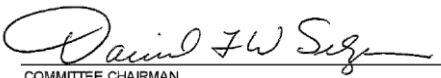
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AS OF 7/1/2018

EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$53,603.45	\$53,603.45
0135	TORT JUDGEMENT		\$3,056.90	\$3,056.90
0137	RECORDER DOCUMENT STORAGE		\$596.01	\$596.01
0164	CO CLERK DOC STORAGE		\$229.17	\$229.17
0512	EMPLOYEE BENEFIT PLAN		\$617,985.85	\$617,985.85
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			\$675,481.38	\$675,481.38


 COMMITTEE CHAIRMAN

Motion by Erickson/Wollrab to approve the presented bills in the amount of \$675,481.38.

Motion carried.

Chairman Selzer stated that there was an open house at Stohler Farm that is utilizing new technology for a barn for raising cattle and we generate beef in this county for 4 million quarter pounders which shows that it is increasing in this area of the state and wanted to note it here in finance because it does make a financial impact to our community and the family has taken a risk.

Chairman Selzer asked if there was any other business to come before the committee. Hearing none he asked for a motion to go into closed session pursuant 5ILSC 120/2(c)(2) of the open meetings act for the purpose of discussing collective negotiating matters between public body, its employees, or representatives or the deliberations concerning salary schedule of one or more class of employees. He stated that the closed session would include Finance Committee members, staff, States Attorney and the Sheriff.

Motion by Murphy/Metsker to enter into closed session pursuant 5ILSC 120/2(c)(2) of the open meetings act for the purpose of discussing collective negotiating matters between public body, its employees, or representatives or the deliberations concerning salary schedule of one or more class of employees.

Motion Carried.

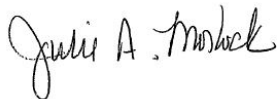
The Finance Committee entered into closed session at 3:39 p.m.

The Finance Committee returned to open session at 4:17 p.m.

Mr. Wasson stated that at the last CDAP meeting it was noted the Finance Committee would take up discussion of this program. Mr. Wasson stated that Staff would bring recommendations to the Committee.

Chairman Selzer asked if there was anything further to come before the Committee; hearing nothing, he adjourned the meeting at 4:19 p.m.

Respectfully Submitted,



Julie A. Morlock
Recording Secretary