

## Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, April 3, 2019 at 4:30 p.m. in Room 400 of the Government Center, 115 East Washington Street, Bloomington, IL.

Members Present: Chairman Jim Soeldner, Members Catherine Metsker, Chuck Erickson, Laurie Wollrab and Jacob Beard

Members Absent: Members Carlo Robustelli and Scott Murphy

Other Members Present: Chairman McIntyre and Member Watchinski

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

Department Heads/Elected

Officials Present: Ms. Kathy Michael, County Clerk;

Others Present: Mr. Mark Bounds, County Clerk Recording Division; Mr. Zach Dietmeier, Vice President – Marketing and Communications for the Economic Development Council

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

Chairman Soeldner presented the Minutes of the March 6, 2019 regular meeting of the Finance Committee.

Motion by Beard/Metsker to approve the Minutes of the March 6, 2019 regular meeting of the Finance Committee for approval.

Motion carried.

Chairman Soeldner confirmed there were no members of the public.

Ms. Marshall Thomson, Director of Animal Control presented for action a request to approve an Animal Control Center Agreement with the Town of Normal. Mr. Soeldner asked if this is a continuation agreement. Ms. Thomson confirmed. Mr. Soeldner asked how we determined the fee amount. Ms. Thomson went over what they considered including staff time. She said there was a 2% increase from last year agreement. Ms. Wollrab joined the meeting at 4:34 p.m. and asked if there was an agreement with Bloomington as well. Ms. Thomson indicated the agreement with Bloomington would come for renewal in May, and they were currently discussing it with Bloomington. Ms. Metsker asked about the provision regarding out of pocket expenses for the Town for impoundment of animals. Ms. Woods indicated that was new language because there were some instances in the past year where animals were held for a long period of time pending administrative review to determine if the dog was dangerous or vicious. Mr. Wasson stated there are multiple agencies involved so this allows the Town of Normal some leverage when dealing with those other agencies to move the process along.

Motion by Metsker/Beard to recommend approval of an Animal Control Center Agreement with the Town of Normal.

Motion Carried.

Ms. Thomson presented for action a request to approve a contract with the Town of Normal for Animal Control Warden Services. Ms. Thomson went over services provided.

Motion by Wollrab/Metsker to recommend approval of a contract with the Town of Normal for Animal Control Warden Services.

Motion Carried.

Ms. Thomson presented her monthly reports. Ms. Thomson indicated they would be putting out their annual duck and goose statement. Chairman Soeldner asked if there were any further questions, hearing none, he thanked her.

Ms. Kathy Michael; County Clerk presented her monthly reports. Ms. Michael indicated the election had gone well and they were moving into planning for the 2020 election. She indicated the final reports would be done by the end of April. Mr. Soeldner asked if we had any numbers on surrounding Counties. Ms. Michael indicated she did not have turnout numbers for other counties. Ms. Metsker thanked her for the extra report. Ms. Metsker asked Mr. Bounds about the transfer tax information. Mr. Bounds indicated that every transfer is subject to a transfer tax and currently the County is able to take in conveyances that are exempt, no transfer tax is being collected, through our electronic recording system. He indicated that in June our software will be upgraded so that we can accept non-exempt/taxable transfers electronically from remote submitters such as title companies and attorney's offices. He indicated that will lessen the foot traffic in and out of the building. Ms. Metsker asked him to confirm that our application does not currently allow that. Mr. Bounds confirmed. Ms. Metsker asked how the payment process currently works. Mr. Bounds indicated that currently no payment is needed as they are exempt, but the upgrade will allow them to pay on line directly to the treasurer.

Ms. Wollrab asked her lay out process for budget considerations this year. Ms. Michael indicated it would be the same process as in the past with meetings with Administration then submit a plan to Finance and the full County Board. Ms. Wollrab asked her about the plans she mentioned and when she thought she might have those for the Finance Committee to consider. Ms. Michael indicated she would have to review the calendar but felt they would be done in the same month or two as last year. Mr. Beard asked her if there were any issues reported to her regarding lines at ISU during the election this week. Ms. Michael indicated turnout was low, so there were no lines. She indicated the judges started talking about ideas regarding ways to work with lines in the 2020 election. Mr. Beard asked her about ways they are trying to get word out about registering ahead of time. Ms. Michael provided an example of the benefit of same day registration law, but indicated it does take 15 to 20 minutes to register and vote whereas if they are registered it takes about 5 minutes. She said they are working to be prepared for same day registrations and she is having conversations with President Dietz at ISU. She indicated that President Dietz he has asked if they could have more early voting sites. She said they are also going to try to push vote by mail as well as early registration. She said they are working to come up with more ideas on how to inform students and public about early registration/voting.

Ms. Metsker thanked her and her staff for streamlining the statement of economic interest process. Ms. Michael indicated she would pass that along to her staff. Ms. Michael also thanked the Information Technologies department for their help in the streamlining of that process. Ms. Michael indicated she was trying to save money in other areas as she would probably be bring three options to the Committee regarding a budget for the 2020 election for their consideration that would be an increase to her budget. Chairman Soeldner asked if there were any further questions regarding the County Clerk reports; hearing none, he thanked her.

Mr. Soeldner indicated that Ms. McNeil was unable to attend the meeting this evening and presented on her behalf a request to approve a Resolution Approving a Deed of Conveyance on Parcel 19-21-330-004. Mr. Soeldner indicated this was a similar request to ones considered in the past.

Motion by Wollrab/Beard to recommend approval of a Resolution approving a Deed of Conveyance on parcel 19-21-330-004.  
Motion Carried.

Mr. Soeldner indicated they would have a stand up to accept and place on file the Treasurer's reports.

Mr. Wasson presented critical hire requests for the State's Attorney's office and Court Services. He also indicated that an additional request had been presented for the State's Attorney office for the refill of Ms. Samantha Wally's position as she has taken a position as the City Manager for the City of LeRoy. Ms. Metsker indicated she was ok adding that to the critical hire requests and the Committee concurred.

Motion by Wollrab/Beard to recommend approval of the critical hire requests.  
Motion Carried.

Mr. Wasson presented for action a request to approve an Ordinance Amending Ordinances which Established and Encompassed Contiguous Portions of Territory within the Bloomington Normal McLean County Gibson City Ford County Enterprise Zone (and all Amendatory Ordinances thereto). Mr. Zack Dietmeier was invited to the table. Mr. Wasson stated this item follow up to agreements put in place as incentives when Brandt came to the Community. Mr. Dietmeier indicated this is the similar to expansion done for Destihl brewery in 2016. Mr. Soeldner asked if there is a currently a maximum territory we can use for the enterprise zone. Mr. Wasson stated that a couple of years ago they established a new enterprise zone so space is not a concern about the present time. Ms. Metsker asked about land covered. Mr. Soeldner went over land on the map. Mr. Erickson asked if area included up to Gibson City was the ethanol plant. Mr. Wasson confirmed. Mr. Erickson asked them to confirm this agreement was for Brandt. Mr. Wasson confirmed. Ms. Wollrab asked them to confirm this is for the Brandt Company to add on to the current facility. Mr. Dietmeier confirmed. Ms. Wollrab asked if this changes any of the goals they had in the original agreements. Mr. Dietmeier indicated it does not alter the goals they are required to meet. Mr. Wasson further explained that one of the major benefits is a sales tax rebate for construction materials for the development, so when they expand the facility they will get the rebate. Mr. Beard asked if this now matches the footprint of property owned. Mr. Dietmeier confirmed it does. Mr. Soeldner asked them to

confirm that if they add more property we would have to come back to add that to the enterprise zone. Mr. Dietmeier confirmed.

Motion by Beard/Wollrab to recommend approval an Ordinance Amending Ordinances which Established and Encompassed Contiguous Portions of Territory within the Bloomington Normal McLean County Gibson City Ford County Enterprise Zone (and all Amendatory Ordinances thereto)  
Motion Carried.

Mr. Wasson presented for action a request to approve an Ordinance Abating the Levy of 2018 Property Taxes for Brandt Industries USA Ltd and Brandt Properties USA Ltd in Accordance with the 2017 Economic Incentive Agreement. Mr. Dietmeier indicated this is for the 2018 tax abatement as agreed upon and that Brandt had exceeded all of the goals including improvement goals and employment goals. Mr. Soeldner asked if Brandt has expressed whether the move to the US and McLean County had benefited their Company. Mr. Dietmeier indicated they have expressed that the move has opened up new markets in the South and South East. Mr. Erickson asked him to confirm what the benchmark was for employees. Mr. Dietmeier indicated it was 50 for year one and confirmed they are at 85-90 employees now. Mr. Erickson asked him to confirm qualifications such as full time employment to meet benchmark. Mr. Dietmeier indicated it was a full time equivalency. Mr. Erickson said he voted for the Brandt incentive based on Brandt continuing to meet their benchmarks. Mr. Beard asked him to confirm that materials supporting benchmark numbers are presented to the Economic Development Council similar to Rivian. Mr. Dietmeier confirmed. Mr. Soeldner asked if anyone who wants to confirm that information could contact the EDC. Mr. Dietmeier confirmed. Mr. Soeldner asked if Normal was the only entity that did not support the abatement. Mr. Dietmeier confirmed.

Motion by Metsker/Beard to recommend approval of an Ordinance Abating the Levy of 2018 Property Taxes for Brandt Industries USA Ltd and Brandt Properties USA Ltd in Accordance with the 2017 Economic Incentive Agreement.  
Motion Carried.

Mr. Wasson presented for action a request to approve 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 2019, an Ordinance Transferring Monies from the Health Department Fund 0112 to the Persons with Developmental Disabilities Fund 0110, Fiscal Year 2019 and an Ordinance Transferring Monies from the County General Fund 0001 to Children's Advocacy Center Fund 0129 and Tort Judgment Fund 0135 and the Emergency Telephone System Board Fund 0450 for Fiscal Year 2019. Mr. Wasson stated these are housekeeping matters done each year to cover expenses in the first six month before property taxes are received. Ms. Wollrab indicated that she liked this format, but asked if this was same format as in previous years. Mr. Wasson said this is similar to what has been provided in the past. Ms. Metsker indicated they had a conversation last month about transfers and amounts. Mr. Wasson stated these are not transfers from one category or another. Mr. Wasson clarified these are because we do not have enough money in the special revenue funds in the first six months of operations

without loaning those revenue funds money from the general fund. He indicated that monies will be paid back later in the year as property taxes are received. Mr. Soeldner asked them to confirm this not because a budget number had not been appropriately figured. Mr. Wasson confirmed.

Motion by Wollrab/Beard to recommend 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 2019, an Ordinance Transferring Monies from the Health Department Fund 0112 to the Persons with Developmental Disabilities Fund 0110, Fiscal Year 2019 and an Ordinance Transferring Monies from the County General Fund 0001 to Children's Advocacy Center Fund 0129 and Tort Judgment Fund 0135 and the Emergency Telephone System Board Fund 0450 for Fiscal Year 2019.

Motion Carried.

Mr. Wasson presented language to the Committee that would be considered next month as part of the budget policy that would require department heads to submit memos with end of the year transfers over \$25,000. He indicated they came to that number based on transfers approved in the past year. He stated if it is not end of the year they are required to bring an explanation to the Board. Mr. Soeldner said he thought they had discussed a percentage being used, but was in agreement with the language as presented. Mr. Wasson said this does not require them to provide justification within categories, but if they are going to go over budget in a particular category they need to provide an explanation. Ms. Wollrab asked if this refers to only supplies, services and capital assets. Mr. Wasson said there is a separate section on personnel. He stated those are very specifically controlled under the ordinances and even less capacity for change in the 500 lines without coming to the oversight committee. Ms. Wollrab asked if the \$25,000 would be for one category or total of several categories. Mr. Wasson stated it would be the total, whether it was one category or several. Mr. Beard asked if Department heads had given feedback on this change. Mr. Wasson indicated he had conferred with a few Departments Heads but not all of them. Ms. Metsker asked him to confirm he did not see this as burdensome. Mr. Wasson stated he does not believe it burdensome or unreasonable. Mr. Beard asked if budgets are based on what was actually spent in the last year or initial need. Mr. Wasson stated that is up to the Department to determine if need has changed from year to year when they present their budget to Staff and while they can look at their history, they do not have to come with what was spent the previous year.

Chairman Soeldner asked if there was any other business to come before the Committee. Mr. Erickson asked if the EDC could provide some information to him before the Executive Committee meeting.

1. Who determined the \$180,000 to \$200,000 salary listed for the Director of the EDC position?
2. Did the consultant recommended it?
3. What comps are being offered?
4. How many full time employees does the EDC have right now?
5. What is the EDC's present budget?

Mr. Wasson asked him to clarify what he meant by comps and if he meant benefits. Mr. Erickson indicated he meant benefits. Ms. Metsker indicated that she would like to know if the consultant is being paid a portion of the salary.

Chairman Soeldner presented the Finance Committee bills for review and approval as transmitted by the County Auditor.

**MCLEAN COUNTY BOARD COMMITTEE REPORT**

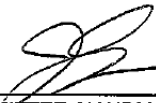
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AS OF 3/31/2019

**EXPENDITURE SUMMARY BY FUND**

**Finance Committee**

<b>FUND</b>	<b>FUND TITLE</b>	<b>PENDING TOTAL</b>	<b>PREPAID TOTAL</b>	<b>FUND TOTAL</b>
0001	GENERAL FUND		\$95,390.47	\$95,390.47
0130	SOCIAL SECURITY EXPENSE		\$726.75	\$726.75
0131	I.M.R.F. FUND		\$304,312.29	\$304,312.29
0135	TORT JUDGEMENT		\$541,112.98	\$541,112.98
0137	RECORDER DOCUMENT STORAGE		\$18,059.51	\$18,059.51
0164	CO CLERK DOC STORAGE		\$418.65	\$418.65
0512	EMPLOYEE BENEFIT PLAN		\$508,635.79	\$508,635.79
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			\$1,468,656.44	\$1,468,656.44

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COMMITTEE CHAIRMAN

Motion by Metsker/Erickson to approve the presented bills in the amount of \$1,468,656.44.

Motion carried.

Chairman Soeldner asked if there was any other business to come before the committee, hearing none he adjourned the meeting at 5:29.

Respectfully Submitted,

*Julie A. Morlock*

Julie A. Morlock  
Recording Secretary