

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, December 4, 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, Carlo Robustelli, Jacob Beard and Josh Barnett

Members Absent: None

Other Members Present: None

Staff Present: Ms. Camille Rodriguez, County Administrator; Mr. Eric Schmitt, Assistant County Administrator; Ms. Cassy Taylor, Assistant County Administrator, Ms. Jessica Woods First Assistant Civil State's Attorney; Ms. Julie A. Morlock, Recording Secretary;

Department Heads/Elected

Officials Present: Ms. Becky McNeil, Treasurer, Ms. Marshell Thompson, McLean County Animal Control

Others Present:

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

Chairman Soeldner presented the Minutes of the October 15, 2019 special meeting and November 6, 2019 regular meeting of the Finance Committee for approval.

Motion by Metsker/Barnett to approve the Minutes of the October 15, 2019 special meeting and November 6, 2019 regular meeting of the Finance Committee.
Motion carried.

Chairman Soeldner confirmed there were no members of the public or employees.

Ms. Thompson, Director Animal Control presented for action a request to approve a Veterinary Services Funding Agreement between Jayne L. and David Eric Menssen Critter Care Perpetual Charitable Trust and the County of McLean. Ms. Thompson indicated the trustees have agreed to increase the amount by \$60,000 for 2020. She stated these funds are for medical treatment for adoptable animal. Ms. Wollrab asked them to confirm trust is not held by us. Ms. Thompson confirmed. Mr. Beard asked about Woodford County Animal Shelter and if we have an agreement with them. Ms. Thompson indicated they are in discussions with them.

Motion by Barnett/Wollrab to recommend for approval a Veterinary Services Funding Agreement between Jayne L. and David Eric Menssen Critter Care Perpetual Charitable Trust and the County of McLean
Motion Carried.

Ms. Thompson presented for action a request to approve an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2020 Combined Annual Appropriation and Budget

Ordinance General Fund 0001, Animal Control Department 0032. Ms. Thompson indicated this is for the funds from the agreement above to be added to the budget.

Motion by Wollrab/Robustelli to recommend approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2020 Combined Annual Appropriation and Budget Ordinance General Fund 0001, Animal Control Department 0032.
Motion Carried.

Ms. Thompson presented her monthly reports and updates on past events. Chairman Soeldner asked if there were any further questions, hearing none, he thanked her.

Ms. McNeil, McLean County Treasurer presented for action a request to approve a Resolution Authorizing the County Board Chair to Disburse Funds on a Defaulted Surrender on Mobile Home MB-00-0124. She indicated owner was working with Trustee with a payment plan but defaulted on payment plan, so Trustee wants to disburse what we can and then if tax payer wants to renegotiate, then would consider. Ms. Wollrab ask if owner loses home at this point. Ms. McNeil indicated they have not lost it at this time. She said this was not sold at auction because there was an agreement in place but could be sold in the future.

Motion by Barnett/Metsker to recommend approval of a Resolution Authorizing the County Board Chair to Disburse Funds on a Defaulted Surrender on Mobile Home MB-00-0124
Motion Carried.

Ms. McNeil presented for action a request to approve a Resolution Authorizing the County Board Chair to Assign Tax Sale Certificate of Purchase on Mobile Home OC-00-0006. Ms. McNeil indicated we do not acquire a tax deed, we assign the tax sale certificate to an individual who bids on it and that individual can take certificate to the department of motor vehicles and obtain a title to the mobile home.

Motion by Beard/Barnett to recommend approval of a Resolution Authorizing the County Board Chair to Assign Tax Sale Certificate of Purchase on Mobile Home OC-00-0006
Motion Carried.

Ms. McNeil presented for action a request to approve Resolutions Authorizing the County Board Chair to Surrender/Cancel Tax Sale Certificates of Purchase on Real Estate 28-33-429-005, Mobile Home SG-00-0121 and Mobile Home NM-00-0710A. She provided information on the parcels where owners who worked out payment plans and have paid in full what they owed.

Motion by Metsker/Beard to recommend approval of Resolutions Authorizing the County Board Chair to Surrender/Cancel Tax Sale Certificates of Purchase on Real Estate 28-33-429-005, Mobile Home SG-00-0121 and Mobile Home NM-00-0710A
Motion Carried.

Ms. McNeil presented her monthly reports. She went over the Tax Summary Report including PPRT, sales tax revenue and shared sales tax information and tax distributions. She indicated she would bring information regarding abatements next month. She went over Motor Fuel Tax information. She then went over the investment report and indicated that there was not much change in this report. Ms. McNeil went over the Blue Cross Blue Shield report including expenses as compared to last year. She then went over the Nursing Home Fund report including revenue and expenses. She explained increase in expenses including fee paid and payment of invoices that were delayed getting to her office. She indicated interfund transfer would happen in January.

Ms. McNeil provided information on the Juvenile Detention Center. She reminded them this is funded by the office of administrative courts and so depended on allocation and unfortunately that allocation does not always fund all the services the County provides. She indicated allocation tends to run out in the month of March but that they are anticipating additional funding from AOIC for 2020. She went over revenue and expense numbers with the Committee. Mr. Soeldner asked about other counties receivables. Ms. McNeil confirmed other counties utilize our facility. He asked about delay in receipt from those Counties. Ms. McNeil indicated she has not adjusted receivables from what other counties owe us. Mr. Beard thanked her for information and asked if local property tax collected by the County goes to the operation of the JDC. Ms. McNeil confirmed and explained the process through the Public Building Commission. Mr. Beard asked about day to day operations and if the funds should be coming from the State or local property tax. Ms. McNeil went over numbers and indicated that largest expense is payroll and AOIC is supposed to fully reimburse that. Ms. Taylor indicated that AOIC only pays payroll, not fringe benefits or other expenses. She indicated they have increased funding for 2020. Ms. McNeil stated that would assist greatly. Mr. Beard asked if payroll would be covered 100% or not. Ms. Taylor stated that it would fund about 95% of staff. Ms. Metsker asked to confirm just payroll and all fringe covered by tax payers. Ms. McNeil confirmed.

Mr. Barnett asked if she could provide information on impact of tax abatements and exemptions. Ms. McNeil confirmed she could provide that information. Mr. Barnett asked her to confirm that expenses for the Nursing Home in October were higher in part due to back log of unpaid bills Auditor's office was holding. Ms. McNeil confirmed they paid more bills in October but could not say that was all the reason as she does not know when the Nursing Home submitted invoices to the Auditor's office. Mr. Barnett asked if she had seen bills coming regularly from the Auditor's office. Ms. McNeil confirmed she has.

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

Ms. Kathy Michael, County Clerk was not present, but the Chairman indicated her monthly reports were in the packet. Chairman Soeldner asked if there were any questions; hearing none, he moved to the next item.

Ms. Rodriguez presented for action a request to approve the critical hire requests received for a Building Maintenance II position and a Custodial Supervisor both in Facilities Department.

Motion by Robustelli/Beard to recommend approval of critical hire requests from the Facilities Department.
Motion Carried.

Ms. Rodriguez presented for action a request to approve the selection of CliftonLarsonAllen LLP as McLean County's external auditor for year ending December 31, 2019, with the option to add services for two additional years, 2020 and 2021, and authorize the County Board Chairman to enter into a letter agreement for those auditing services. Ms. Rodriguez stated County Administration issued a request for proposals for an external auditor as the current firm had been performing the audits for the last 6 years and Staff felt it would be best practice to issue a request for a new firm. She stated selection team consisted of herself Ms. Taylor, Mr. Schmitt, Ms. McNeil and Ms. Anderson and they utilized a scoring sheet, and all agreed on recommendation of Clifton, Larson Allen. She said they checked references with other Counties and received good reviews and they came in at lowest bid. Mr. Beard asked if Clifton was going to use same people to review each year and asked about changes that Clifton, Larson Allen have made since matter with Dixon, IL. Ms. Rodriguez said that in response to request for proposals it does appear they will be rotating staff each year and have local staff to accomplish that. Mr. Soeldner said if they approve then a contract would be put together. Ms. Rodriguez indicated that Clifton would author the letter of engagement and would provide to us to send through proper channels.

Motion by Barnett/Robustelli to recommend approval of selection of CliftonLarsonAllen LLP as McLean County's external auditor for year ending December 31, 2019, with the option to add services for two additional years, 2020 and 2021, and authorize the County Board Chairman to enter into a letter agreement for those auditing services.
Motion Carried.

Chairman Soeldner indicated they were going to look at a policy for this request to adjust health benefits for a worker's compensation recipient and asked for a motion to table this to Stand up.

Motion by Wollrab/Barnett to table the request to adjust health benefits for a worker's compensation recipient to Stand up.
Motion Carried.

Ms. Rodriguez presented her report on recent employment activities. Chairman Soeldner asked if there were any questions, hearing none, he thanked her.

Chairman Soeldner asked for an update on marijuana legalization. Ms. Rodriguez indicated administration and legal staff have been working with Building and Zoning and the Health Department to put in place action items in the coming months regarding recreational marijuana. She indicated that some information would be going to Land Use this month and hoped that taxing information would go to Finance in January. Mr. Beard asked about timing on taxing and if something needed to occur this year. Ms. Woods indicated the trailer bill addressed that issue and it now must be to the Department of Revenue by April 1st and they will start collecting July 1st. Mr. Erickson asked them to confirm that if the County Board should decide to opt out, we still can tax it at the full amount. Ms. Woods confirmed that opting out is separate from the taxing. Mr. Soeldner provided example of a facility in Ellsworth and if we opted out then we could not get

the taxes. Ms. Woods said they would not be given the license if we opt out, but if Bloomington and Normal opt in then we can tax their sales.

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

MCLEAN COUNTY BOARD COMMITTEE REPORT

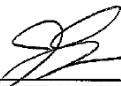
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AS OF 11/21/2019

EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$139,733.25	\$139,733.25
0135	TORT JUDGEMENT		\$21,247.89	\$21,247.89
0137	RECORDER DOCUMENT STORAGE		\$29,272.32	\$29,272.32
0168	COLLECTOR AUTOMATION FUND		\$3,486.00	\$3,486.00
0512	EMPLOYEE BENEFIT PLAN		\$498,584.49	\$498,584.49
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			\$692,323.95	\$692,323.95



COMMITTEE CHAIRMAN

Motion by Wollrab/Robustelli to approve the presented transfer and bills with prepaid total and fund total amount of \$692,323.95.

Motion carried.

Chairman Soeldner indicated that under other business there was a legal opinion from the State's Attorney's Office regarding accounting and financial policies of the County. He stated the document had been emailed and passed out at their seats. He asked if there were any questions. Mr. Erickson thanked them for getting legal opinion to them so they could have it to help them determine what they can do. He asked if them to confirm that it applies to all Auditors including successors to this office. Ms. Woods confirmed that review was done with respect to the law and not with respect to the situation in the current office. Mr. Barnett thanked legal staff for the time it took to put this together. Ms. Wollrab thanked them for their work on the matter

Ms. Wollrab asked for another legal opinion and passed out a document to the Committee. She requested a written legal opinion concerning the requirements for polling places. She said she was looking for a summary of fact to work from when these decisions come before the Board. Mr. Soeldner asked about procedure in requesting a legal opinion. Ms. Woods said there is not an action item on the agenda, so could be an informal request. Ms. Metsker asked Ms. Wollrab when she wanted to get answers on this. Ms. Wollrab stated she did not have a deadline but would like sooner rather than later in case we have another request. Ms. Metsker said she did not feel we would have a request due to timing for voting, so while she agreed did not want to wait too long, she did not feel there was an urgency to this matter. Ms. Wollrab stated they could make changes in emergency and so would like to have answers in case a situation would arise. Mr. Robustelli said he appreciated Ms. Wollrab taking the time to put together because it has been a question as to the procedure for these requests. Mr. Robustelli said that if it is the County Board's responsibility then it would be up to the County Clerk's office to do some outreach and he was curious as to what that should look like as they need good information to help make these decisions. Mr. Soeldner said a lot is spelled out through the State Board of Elections. Mr.

Erickson said we have a procedure in place to request legal opinions. He stated the Auditor matter it came before the Committee because the Auditor had submitted an Attorney General's report to the members of the Committee suggesting that she had the authority and that the County Administrator said the Board had the authority. He said he remember that he asked if it needed to be a formal request and Ms. Woods said no it could be an informal request, but he was concerned about continuing to do informal requests. He asked if this should be submitted to the Rules Subcommittee to change rules on how legal opinions could be requested. Ms. Woods stated that if they want to make a formal request then it would need to be on a future agenda so they could take a vote. Mr. Robustelli said he did not see a pattern here as this is also in response to a direct-action item they were asked to decide. He said if this was every month request then he would agree.

Mr. Beard asked if the rule also required a 60 day turn around and said he too was concerned about informal requests. He said he felt this could be a wide range issue where state law says this, but best practice indicates done slightly different so make this complicated. Ms. Wollrab agreed about best practices but said she felt we need to know what the statutes say and then work out best practices. Mr. Erickson said he understood Mr. Robustelli's point but Auditor's was a one-point issue, and this has at least eight issued being asked about here. He said he has no problem taking up next month. He said that Auditor took upon herself to send email to the Board about the Attorney General opinion which created an issue as to who had the authority to do it. He said that he and Mr. Robustelli had discussed polling place matter and felt the Committee did not understand the process, so need to resolve that issue, but the rest of the issues could be addressed later.

Mr. Soeldner stated that they could bring matter to Chairman and he could convene Rules Committee. Ms. Metsker also questioned if procedure should go to Rules and if this request could be formally presented at Stand up. Mr. Erickson said he did not mean need to go to Rules committee before we approve this request it, but process should go to Rules Committee. He said if consensus of committee then he is ok addressing this request at stand up. Ms. Wollrab said the rule is not crystal clear that the committee must vote on legal opinion request, so agreed that Rules Committee might need to consider. Ms. Metsker said it would not hurt to vote on it so would agree to put it on stand up to vote on.

Chairman Soeldner asked if there was anything else, hearing nothing he adjourned the meeting at 5:45 p.m.

Respectfully Submitted,

Julie A. Morlock

Julie A. Morlock
Recording Secretary