

Minutes of the Finance Committee

The Finance Committee of the McLean County Board met on Wednesday, January 8, 2020 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: Chairman John McIntyre

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. Marshall Thompson, McLean County Animal Control; Ms. Michelle Anderson, Auditor

Others Present:

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

Chairman Soeldner presented the Minutes of the October 14, 2019 and November 19, 2019 special meetings and December 4, 2019 regular meeting of the Finance Committee for approval.

Motion by Metsker/Barnett to approve the Minutes of the October 14, 2019 and November 19, 2019 special meetings and December 4, 2019 regular meeting of the Finance Committee.

Motion carried.

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

Ms. McNeil, McLean County Treasurer presented for action a request to approve a Resolution Authorizing the McLean County Board Chair to Execute a Deed of Conveyance for Parcel 14-33-351-001. Mr. Soeldner asked her to confirm the person who buys will have ownership and the former owner will have nothing to do with property. Ms. McNeil confirmed.

Motion by Barnett/Wollrab to recommend approval of a Resolution Authorizing the McLean County Board Chair to Execute a Deed of Conveyance for Parcel 14-33-351-001

Motion Carried.

Ms. McNeil, presented for action a request to approve a Resolution Authorizing the McLean County Board Chair to Surrender & Cancel Tax Sale Certificates of Purchase for Parcel 21-03-103-008. She said the property owner has worked out an arrangement to pay taxes. Mr. Soeldner asked her to confirm there was interest and penalties to be paid. Ms. McNeil confirmed.

Motion by Beard/Metsker to recommend approval of a Resolution Authorizing the McLean County Board Chair to Surrender & Cancel Tax Sale Certificates of Purchase for Parcel 21-03-103-008.
Motion Carried.

Ms. McNeil presented her monthly reports. She went over the Summary of Tax Revenue report numbers. She indicated that tax revenue is up, but shared sales tax down as compared to last year. Ms. McNeil reminded that for the next few months they would be working with two year's budgets 2019 and 2020. Ms. McNeil indicated the changes in Motor Fuel Tax has provided McLean County needed additional funds. Ms. McNeil went over the investment report and indicated not much change in rates. Mr. Barnett complemented her on utilizing small banks. Ms. McNeil stated they help us collect taxes so like to invest with them. Ms. McNeil went over the Blue Cross Blue Shield report and indicated the December expenses were higher and pointed that the stop loss helped the County. Ms. Wollrab asked if payments received in February for claims incurred in November would be accrued back. Ms. McNeil indicated Blue Cross Blue Shield does not provide us with accrual information, but she could follow up with them. Mr. Beard asked how much this will affect future insurance rates. Mr. Schmitt confirmed it would affect rates as recommendation takes into account the previous 18 months. Ms. McNeil indicated the County built up the Employee Benefit Fund to prepare for being self-assured. Ms. Wollrab asked them to review the pharmacy benefits to see if they could get a better deal. Ms. Rodriguez asked her to confirm she wanted Administration to issue an RFP for pharmacy services and then perform a cost analysis with current plan. Ms. Wollrab confirmed. Ms. McNeil went over the Nursing Home report including revenue and expenses. Ms. McNeil stated she would bring abatement information next month.

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

Ms. Kathy Michael, County Clerk was not present, but Mr. Soeldner indicated her reports were in the packet and that if anyone had any questions, they should contact the County Clerk. Ms. Rodriguez indicated administration has been working with the County Clerk on space and equipment needs for the election.

Ms. Marshall Thompson, Director, Animal Control Program presented her monthly reports and updates on past events. Mr. Soeldner asked if she was purchasing radios. Mr. Schmitt indicated they are getting quotes for several departments to make that purchase. Chairman Soeldner asked if there were any further questions, hearing none, he thanked her.

Ms. Michelle Anderson, County Auditor presented for action a request to retain the Actuarial Firm. She indicated we are required to get an actuarial evaluation for our post employment benefits. She also indicated this year we only have to provide a bi-annual update instead of a full evaluation, so the rate is lower than last year.

Motion by Beard/Robustelli to recommend approval of request to retain the Actuarial Firm.
Motion Carried.

Ms. Rodriguez presented for action a request to approve the critical hire requests received. Ms. Rodriguez went over positions that were added since the packet was created including a position in the Treasurer's office, a sanitarian position in the Health Department, an office manager at the Nursing Home and an Assistant County Administrator position. Ms. Rodriguez indicated that the Sanitarian position is a challenging position to fill as there are not many universities who have accredited programs. She stated the Nursing Home might be making some adjustments to the office manager position and that the Auditor volunteered to help until the position is filled.

Mr. Soeldner asked the Treasurer to confirm she wanted to change the position to a lower class. Ms. McNeil confirmed she wanted to take it from a Class 10 to a Class 9 as this was the right time to change it from a supervisory position that was not needed in the Treasurer's office. Mr. Robustelli asked them to confirm this person is different than person who does bills at the nursing home and if this was the position mentioned at Health Committee. Ms. Anderson indicated person leaving does the posting of payments and the write off's and a separate person does the billing and mailing of statements and bank reconciliation. Ms. Rodriguez confirmed this is the same position mentioned at the Health Committee meeting. Mr. Robustelli stated they had discussed some reorganization of billing since there are more behavioral health matters and wondered if this position should be in Administration to do some things from Nursing Home and Behavioral Health. Ms. Rodriguez indicated they have discussed that option. Ms. Anderson stated that if cost could be split for Medicaid/Medicare specialist with other departments that would help.

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

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

Mr. Patrick Hoban, the Director of the Economic Development Council to provide an update on the Revolving Loan Program. Mr. Hoban indicated there has not been an application for the Micro Loan program in the five months he has been here. He indicated he has been following up to see why that might be and are looking at ways the program might be restructured to bring interest. Mr. Hoban then provided his professional and educational background. Mr. Robustelli stated he recalled when the revolving loan program was presented it was with the understanding it would be reviewed each year. Mr. Robustelli stated he felt the program was not clear on what we want from an applicant and what we were trying to do with the program. He indicated he would welcome his input and expertise on how to help promote jobs and business in the community and especially in the rural areas. Mr. Hoban indicated he also felt that we need to make sure we are marketing the program to the appropriate industries.

Mr. Hoban went over his vision for the Economic Development Council including developing resources, developing local businesses and developing investment. He stated that developing resources includes things like the one voice trip and tracking all utilities information/resources so we have all information that might be requested for potential projects. He stated that it also is gathering workforce readiness information and working on workforce attraction to attract workers we do not have in the community such as psychologist, nurses, etc. He then discussed

developing the businesses where he has tried to meet with local business to see if in growth mode and barriers that might be in place, working with Illinois State University and Wesleyan to put students in touch with local businesses and working on entrepreneurship development. He then discussed developing investment and working on a standardized incentive plan. He stated they want to have guidelines showing what the community is looking for and incentives they could offer businesses. He also indicated that he has been gathering information on BN Advantage and how best to proceed with it. He stated that they are also working on a project management system and showed an example of the dashboard where they record time and project information. Mr. Hoban also provided an Enterprise Zone update.

Mr. Soeldner asked if he had information that compared us to other counties. Mr. Hoban indicated they do not share information but use employment statistics and building permits. Ms. Metsker asked if information on Enterprise Zone was just for Bloomington Normal or rural as well. Mr. Hoban indicated it involves all communities. Ms. Metsker asked if he works with TIF districts. Mr. Hoban indicated that is provided by the municipalities. Mr. Erickson indicated there was an editorial to the Pantagraph and hoped that everyone at EDC would read as it discussed offering incentives such as reducing regulations or streamlining process to help businesses relocate or build here. Mr. Erickson stated that he might want to check what the Board passed as the County document for BN Advantage did not match what the Town and City did. Mr. Hoban indicated they are looking at non-incentive strategies and that many projects do not involve incentives.

Mr. Robustelli agreed with streamlining and said he would be open to constructive criticism on how we can do things better with our planning process as it does not seem to be an easy process. He stated he appreciated Mr. Hoban trying to gather information to have on hand for potential businesses and suggested working with all resources in the Community such as the Chamber. Mr. Hoban indicated is going to work to make Bloomington Normal EDC an accredited organization. He stated he would be interested in doing a study on how long it takes to develop a business and indicated they are already working with the Chamber and other resources. Ms. Metsker stated that he had mentioned an audit of the utilities and asked that he look at small communities as there are communities that do not have internet which makes it difficult to grow or start a business in the rural areas. Mr. Soeldner stated he discussed with Mr. Hoban attending the Mayor's association meeting or small villages and township meetings.

Mr. Beard stated that with regard to the revolving loan program he had been uncomfortable at the time with what he saw as underwriting a business and taking business from banks. He said he would be interested in ideas that help local communities develop infrastructure. Mr. Hoban indicated they would be putting together a brain storming session and would make sure they are invited. Chairman Soeldner asked if there were any other questions or comments; hearing none, he thanked him for the presentation and time.

Ms. Rodriguez provided an update on the EJIS project including group meetings, evaluations by MTG with stakeholders and evaluations of possible system options. She indicated if Members had any questions, they could contact Administration.

Chairman Soeldner asked for update on revenue side of Cannibas. Ms. Rodriguez indicated they were waiting for the Zoning Board meeting to be concluded and plan to bring recommendations next month. She indicated they are also working on policy changes.

Ms. Wollrab asked for update on billing payments. Ms. Rodriguez indicated still not receiving invoices as regularly as had hoped and they still have a department that is concerned about how things are being entered the ledger. She indicated staff is speaking with NewWorld regarding how we could utilize that system to reduce paperwork and have an information dashboard.

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

MCLEAN COUNTY BOARD COMMITTEE REPORT

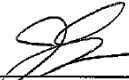
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AS OF 12/30/2019

EXPENDITURE SUMMARY BY FUND

Finance Committee

FUND	FUND TITLE	PENDING TOTAL	PREPAID TOTAL	FUND TOTAL
0001	GENERAL FUND		\$113,190.42	\$113,190.42
0131	I.M.R.F. FUND		\$520,570.58	\$520,570.58
0133	CO-OPERATIVE EXTENSION		\$99,990.35	\$99,990.35
0134	HISTORICAL MUSEUM		\$12,101.63	\$12,101.63
0135	TORT JUDGEMENT		\$5,142.92	\$5,142.92
0137	RECORDER DOCUMENT STORAGE		\$3,347.00	\$3,347.00
0512	EMPLOYEE BENEFIT PLAN		\$455,902.95	\$455,902.95
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			\$1,210,245.85	\$1,210,245.85



COMMITTEE CHAIRMAN

Motion by Metsker/Wollrab to approve the presented transfer and bills with prepaid total and fund total amount of \$1,210,245.85.

Motion carried.

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

FUND 0401	Budget	2019 Revenue	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly	Monthly						
MAJOR			January	February	March	April	May	June	July	August	September	October	November	January	February	March	April	May	June	July	August	September	October	November		
REVENUE	\$ 3,903,456	3 Due from St of IL /PA	\$ 267,471	\$ 251,726	\$ 173,706	\$ 330,862	\$ 156,712	\$ 203,770	\$ 339,899	\$ 245,968	\$ 330,014	\$ 316,422	\$ 234,243	\$ 204,627	\$ 146,662	\$ 232,068	\$ 270,556	\$ 206,127	\$ 215,970	\$ 248,585	\$ 239,104	\$ 166,780	\$ 82,723	\$ 229,499		
SOURCES	\$ 1,185,250	1 Due from Private Pay	\$ 60,908	\$ 57,273	\$ 54,000	\$ 77,169	\$ 87,004	\$ 65,458	\$ 42,259	\$ 54,216	\$ 80,845	\$ 52,759	\$ 11,587	\$ 7,442,956	Totals	\$ 533,005	\$ 455,661	\$ 459,774	\$ 673,587	\$ 449,842	\$ 485,198	\$ 630,743	\$ 539,288	\$ 577,640	\$ 451,904.60	\$ 475,330.03
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FUND 0401 REVENUES & EXPENSES	Monthly Revenue	Monthly Expenses	Difference
January	\$ 538,357	\$ (252,367)	\$ 285,990
February	\$ 464,768	\$ (490,261)	\$ (25,492)
March	\$ 467,848	\$ (934,727)	\$ (466,878)
April	\$ 705,436	\$ (605,231)	\$ 100,205
May	\$ 458,166	\$ (1,166,569)	\$ (708,403)
June	\$ 496,503	\$ (635,655)	\$ (139,153)
July	\$ 638,172	\$ (791,230)	\$ (153,057)
August	\$ 549,018	\$ (780,762)	\$ (231,745)
September	\$ 581,295	\$ (537,378)	\$ 43,917
October	\$ 455,009	\$ (951,026)	\$ (496,017)
November	\$ 477,571	\$ (789,175)	\$ (311,603)

Budget	Year-to-date Fund 0401 Accumulated Revenues	Year-to-date Fund 0401 Accumulated Expenses
\$ 9,162,203	\$ 538,357	\$ (252,367)
	\$ 1,003,126	\$ (742,628)
	\$ 1,470,974	\$ (1,677,354)
	\$ 2,176,410	\$ (2,282,585)
	\$ 2,634,576	\$ (3,449,154)
	\$ 3,131,078	\$ (4,084,809)
	\$ 3,769,251	\$ (4,876,039)
	\$ 4,318,269	\$ (5,656,801)
	\$ 4,899,563	\$ (6,194,179)
	\$ 5,354,572	\$ (7,145,204)
	\$ 5,832,144	\$ (7,934,379)

FUND 0401 OUTSTANDING AR	Beginning 1/1/2019	January	February	March	April	May	June	July	August	September	October	November
	\$ 3,000,852	\$ 3,008,763	\$ 2,918,098	\$ 2,799,942	\$ 2,904,585	\$ 2,694,997	\$ 2,800,741	\$ 2,815,579	\$ 2,930,389	\$ 3,045,717	\$ 3,024,064	\$ 3,129,387
Year-to-date Change in Fund 0401 Outstanding AR	\$ 7,911	\$ (82,754)	\$ (200,909)	\$ (96,267)	\$ (305,854)	\$ (200,110)	\$ (185,272)	\$ (70,462)	\$ 44,866	\$ 23,212	\$ 128,535	

FUND 0401 CASH BALANCES	Beginning 1/1/2019	January	February	March	April	May	June	July	August	September	October	November
FUND 0401 CD & TRUST ACCT INVESTMENTS	\$ 2,988,017	\$ 1,882,146	\$ 1,930,590	\$ 2,353,286	\$ 2,351,789	\$ 1,747,466	\$ 1,565,572	\$ 1,846,322	\$ 1,695,832	\$ 1,682,842	\$ 896,112	\$ 506,975
FUND 0401 CASH & INVESTMENT TOTAL	\$ 1,039,027	\$ 1,039,027	\$ 1,039,027	\$ 1,039,027	\$ 1,039,027	\$ 1,039,027	\$ 1,039,027	\$ 539,027	\$ 539,027	\$ 539,027	\$ 539,027	\$ 539,027
Total	\$ 2,921,173	\$ 2,921,173	\$ 2,969,616	\$ 3,392,313	\$ 3,390,816	\$ 2,786,492	\$ 2,604,599	\$ 2,385,349	\$ 2,234,859	\$ 2,221,868	\$ 1,435,138	\$ 1,046,002
Year-to-date Change in Fund 0401 Cash & Inv Total	\$ (66,844)	\$ (18,401)	\$ 404,296	\$ 402,799	\$ (201,525)	\$ (383,418)	\$ (602,668)	\$ (753,158)	\$ (766,149)	\$ (1,552,879)	\$ (1,942,015)	

FUND 0401 EQUITY	Beginning 1/1/2019	January	February	March	April	May	June	July	August	September	October	November
	\$ 5,388,630	\$ 5,674,620	\$ 5,649,128	\$ 5,182,250	\$ 5,282,455	\$ 4,574,052	\$ 4,434,900	\$ 4,281,842	\$ 4,050,098	\$ 4,094,015	\$ 3,597,998	\$ 3,286,394
Year-to-date Change in Fund 0401 Equity	\$ 285,990	\$ 260,498	\$ (206,380)	\$ (106,175)	\$ (814,578)	\$ (953,731)	\$ (1,106,788)	\$ (1,338,532)	\$ (1,294,615)	\$ (1,790,632)	\$ (2,102,236)	