

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
MONDAY, APRIL 10, 2017
AGENDA
6:00 PM**

1. Call to Order

2. Roll Call – Russell Cotton (Chairman), Jason Jording (Vice-Chairman), Richard Hill, Bryant Kempf, Randy Roethler

3. Approval or Correction of Minutes

- a. March 13, 2017 Regular Minutes

4. Public Input

5. Approval of Claims

6. Treasurers Report

7. Budget

- a. Discussion of Date for Proposed Budgets to Be Forwarded to Committee

8. New Business

- a. County Audit for FY16 – Adam Pulley with Clifton Larsen Allen
- b. Circuit Clerk Audit for FY15 – Adam Pulley with Clifton Larsen Allen
- c. County Clerk, consideration in budget for two elections in 2018

9. Unfinished Business

- a. Forward Revised Purchasing Ordinance to Board
- b. Raffle Ordinance Modification/Elimination
- c. Woodford County Health Department - potential relocation / rent reduction
- d. County Salary and Raise Policy
- e. Review and Discussion of Elected Official Salaries
- g. Economic Development Property Tax Levy (55 ILCS 5/5-1035.2)
- h. Feasibility of Itemized Property Tax Bills by Individual Levy
- i. Requirement for Audit to be on File Prior to Approving Block Grant Funding
- j. Woodford County Plan of Action Concerning Economic Development
- k. Historical Labor Costs for the County/Projected Labor Costs through 2025 – Discussion of Strategies to Control These Costs

10. Other

11. Executive Session

12. Any Action Coming Out of Executive Session

13. Adjournment

**FINANCE COMMITTEE
COUNTY BOARDROOM
MONDAY, MARCH 13, 2017
6:00 PM
MINUTES**

1. Call to Order

Meeting was called to order by Mr. Cotton.

2. Roll Call

Present: Mr. Cotton (Chairman), Mr. Jording (Vice-Chairman), Bryant Kempf, Richard Hill, Randy Roethler. A quorum was declared present.

3. Approval or Correction of Minutes

a. February 15, 2017 Minutes

Motion to approve by Mr. Jording. Second by Mr. Roethler. Motion passed unanimously.

4. Public Input

None.

5. Approval of Claims.

Motion to approve by Mr. Jording. Second by Mr. Kempf. Mr. Jording noted that two of the claims were collision claims due to deer strikes. Mr. Jording stated Public Safety is considering ways to mitigate claims. Motion passed unanimously.

6. Treasurers Report

The Treasurer presented her report to the Committee. Mr. Cotton questioned the starting amount of the revolving loan fund. Mr. Cotton also stated he is going to meet with the Treasurer to determine how highway is planning to put money aside for future purchases. Mr. Roethler asked whether highway appeared at the February meeting to discuss the funds. Mr. Jording stated highways budget was too complicated. Mr. Jording stated that the idea of putting money into a fund for future purchases is a good idea which should be pursued.

The Treasurer also presented the Moody's credit rating for the County. Woodford County's credit is AA1, very high. The Treasurer also reported we are eight from the bottom in pay of Illinois' counties.

7. Budget

a. Discussion of Overall Budget Amount and Department Targets

Mr. Jording stated the County Board made no objection to the Committee's proposal for budget targets. Mr. Jording stated that targets should be the current number, minus the 27th pay period, plus 1.5% for payroll. Mr. Cotton stated it would be zero growth for the discretionary lines. Sheriff questioned whether the 1.5% would apply to union contracts. Mr. Jording stated there are other offsets in the budget. For instance, Mr. Jording stated the County raised the court security fee which should offset tax revenues. Mr. Jording pointed out there are places where extra money could potential be taken from, for instance the jail roof replacement line. Mr. Cotton discussed that the option existed to put in the amount of the union contracts for union employees and 1.5% for non-

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union. Mr. Jording stated that puts the County in the right direction, noting that the prior Boards under different control were increasing taxes 5% every year, but last year's targets brought that number down. Mr. Roether expressed his concern that when the jail is paid for, we need to be looking ahead to the public safety sales tax being repealed.

The Health Department Director provided the background on how the health department is funded. Mr. Cotton suggested that the department's budget needs to be separated to understand how to make a proper decision. Mr. Roethler concurred. Mr. Jording noted that there is an upcoming issue with the health department's rent. The Health Department Director detailed some of the other issues with the Health Department's facility. The Assistant States Attorney also advised the Committee that the Circuit Clerk's facility lease is month to month. The Health Department lease is \$3,038/month. The Circuit Clerk's lease is \$1,000/month. Mr. Kempf questioned how much space the Health Departments needs and where the County could house the Health Department within its facilities. Mr. Cotton noted the County owns the Woodford County Mutual Building, but it is only used as a closet.

Mr. Jording made a motion to promulgate budget targets to the departments heads using the current numbers, subtracting the 27th pay period, adding 1.5% for non-union pay and the contract amount for union pay, with the remainder of the budget reflecting a 0% increase. Mr. Jording indicated this was a reasonable plan because of the prior growth of government. Mr. Jording provided the example that between 2001-2013, although the County population only grew at 10% and median household income in the County only grew at 27%, Line 220 grew at 67%. Mr. Roethler seconded the motion. The motion passed unanimously.

8. New Business

a. County Salary and Raise Policy

Mr. Jording stated the County has no pay or raise policy. Mr. Jording stated that employees are given raises depending upon whether they have friends or political clout. The press has written about the issue. Mr. Jording stated he would accept any theory, if we implement a policy.

Mr. Cotton asked for department head input. The Treasurer stated most of her employees were union, which limits her ability to implement a merit system. Mr. Cotton noted this discussion would only be for non-union employees. Mr. Jording stated that we could use the theory in union negotiations to avoid the injustice which goes on currently where union employees get 2% raises, but non-union and department heads get 1.5%. Mr. Jording asked that to be justified. Mr. Roethler noted that it was inconsiderate of the Board to give the VAC representative a 11% raise when the remainder of the employee were given 1.5%. Mr. Hill believed VAC was distinct and needed to be paid for the work he did. Mr. Cotton noted that he could not go to his employer and expect to be paid for extra work outside of work hours. Mr. Kempf noted he is a UPS union member and his benefits are better than his supervisors. Mr. Roethler noted there are plenty of County employees going above their duties and not getting extra benefits. Mr. Roethler noted VAC was provided an extra employee. Mr. Hill stated we are dealing with salary positions and that, as they run for the office, they decided that salary was enough to do the job. Mr. Kempf stated he would like a merit based system. The Probation Department Head noted he has a merit based system in his office. Sheriff noted that when the Board

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recommends an amount, he uses that as a cap, but does not give the money to everyone. The Sheriff stated he would like to do what Mr. Jording proposed where the Board suggests a pool of money to the department head and the department head makes the determination based upon merit. The Board Chairman noted we have two years to get the philosophy correct to use in our negotiating with the unions. The Assistant State's Attorney noted the elected officials get the pot of money and do what they wish with the money.

b. Review and Discussion of Elected Officials Salaries

Mr. Cotton noted the Committee discussed this with the County pay policy and the Committee would take the issue up again at the next meeting.

c. State's Attorney Review of Purchasing Ordinance

The Assistant States Attorney reviewed several of the issues with the purchasing ordinance. The Assistant States Attorney provided a list of items to address. The ASA asked that items 6 and 7 be corrected before the new ordinance is passed. Mr. Jording noted that all the issues exist in the current ordinance which is in place. Mr. Jording suggested the Committee fix 6 and 7, then pass the ordinance. The remainder of the issues could be dealt with in future committee meetings and passed again to fix the ASA's issues. Mr. Spence is to prepare his changes for the ordinance.

9. Unfinished Business

a. Raffle Ordinance Modification/Elimination

The Committee shortly discussed the issue with the Raffle Ordinance, but deferred action until the next minute.

b. Circuit Clerk Audit Issues/Update

The Committee noted the 2015 audit will be presented at the next meeting.

c. Economic Development Property Tax Levy

The Committee deferred action until the next meeting.

d. Feasibility of Itemized Property Tax Bills by Individual Levy

The Committee deferred action until the next meeting.

e. Requirement for Audit to be on File Prior to Approving Block Grant Funding

The Committee deferred action until the next meeting.

f. Woodford County Plan of Action Concerning Economic Development

The Committee deferred action until the next meeting.

g. Historical Labor Costs for the County/Projected Labor Costs Through 2025-Discussion on Strategies to Control These Costs

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Mr. Cotton stated he is working on numbers to help address this issue.

10. Other

A discussion was had regarding how the State is mandating audits for departments receiving federal or state funding under GATA.

11. Executive Session

None.

12. Any Action Coming Out of Executive Session

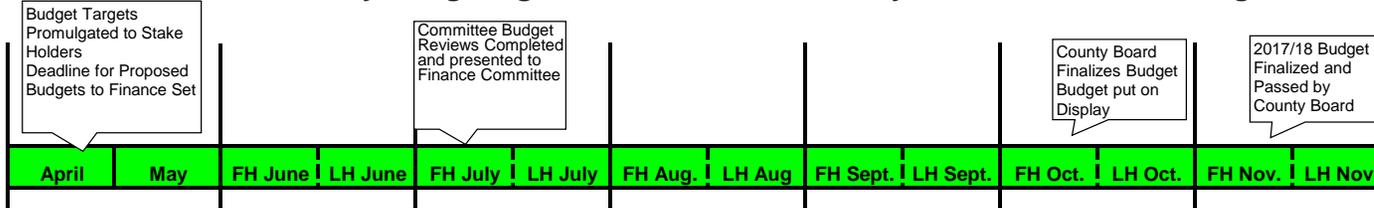
None.

13. Adjournment

Motion to adjourn by Mr. Roethler, second by Mr. Kemp. Motion passed unanimously.

DRAFT

2017/18 Woodford County Budgeting Process - For Review May Finance Committee Mtg.



Woodford County Budget Guidelines & Timeline

- April** Budget targets of 0% increase in discretionary funding set, with 1.5% increase (or contract amount) for personnel costs
Finance Committee sets budget deadlines for Stake Holders
- May** Oversight Committees review proposed budgets and forward to Finance Committee
Oversight Committees to review and suggest 5/10 year plans for facility, technology, vehicle/equipment needs
- June** Oversight Committees review proposed budgets and forward to Finance Committee
Oversight Committees to review and suggest 5/10 year plans for facility, technology, vehicle/equipment needs
- July** Oversight Committee deadline for forwarding proposed 2017/18 budget to Finance Committee for July meeting
- Aug.** Oversight Committee deadline for forwarding proposed 5/10 year plans to Finance Committee for July meeting
- Sept.**
- Oct.** County Board places proposed budget on display
- Nov.** County Board approves budget

ORDINANCE CONCERNING THE LICENSING OF RAFFLES

WHEREAS, 230 ILCS 15/2 authorizes the County to establish a system for the licensing of organizations to operate raffles; and

WHEREAS, it is in the best interests of the People of Woodford County to so establish such a system;

THEREFORE, be it resolved that licenses shall be made available in the matter following, to-wit:

I. Licenses shall be classified as follows:

Class A: Authorizes raffles for which tickets are sold and the drawing is held all within one calendar day.

Class B: Authorizes raffles for which tickets are sold and the drawing is held within a period greater than one day but less than or equal to 30 days.

Class C: Authorizes raffles for which tickets are sold and the drawing is held within a period greater than or equal to 30 days, but less than one year.

II. Nothing in this ordinance shall prevent multiple drawings from occurring within the time permitted by the license.

III. No license shall be issued unless it be to a bona fide religious, charitable, labor, business, fraternal, educational, or veteran's organization operating without profit to its members, and which as been in existence continuously for a period of five years and has had,

during that five years, a bona fide membership engaged in carrying out their objects, or, if a non-profit fund raising organization, been organized for the sole purpose of providing financial assistance to an identified individual or group of individuals suffering extreme financial hardship as a result of illness, disability, accident, or disaster, without regard to the duration of that organization's existence.

IV. The application fees for licenses shall be as follows:

Class A: \$ 5.00

Class B: \$ 10.00

Class C: \$100.00

V. For purposes of this ordinance, "raffle" means any form of lottery, as defined in Section 28-2(b) of the Criminal Code of 1961, in which the player pays or agrees to pay something of value for a chance, represented by a number or by a combination of numbers or some other medium, one or more of which chances is designated the winning chance, or the winning chance is to be determined through a drawing or by some other method based on an element of chance by an act or set of acts on the part of persons conducting or connected with the lottery, except that the winning chance shall not be determined by the outcome of a publicly exhibited sporting contest.

VI. No raffle may be conducted, nor may any license be issued contrary to 230 ILCS 15/1, et. seq.

VII. a) Upon receipt of an application, the Clerk of

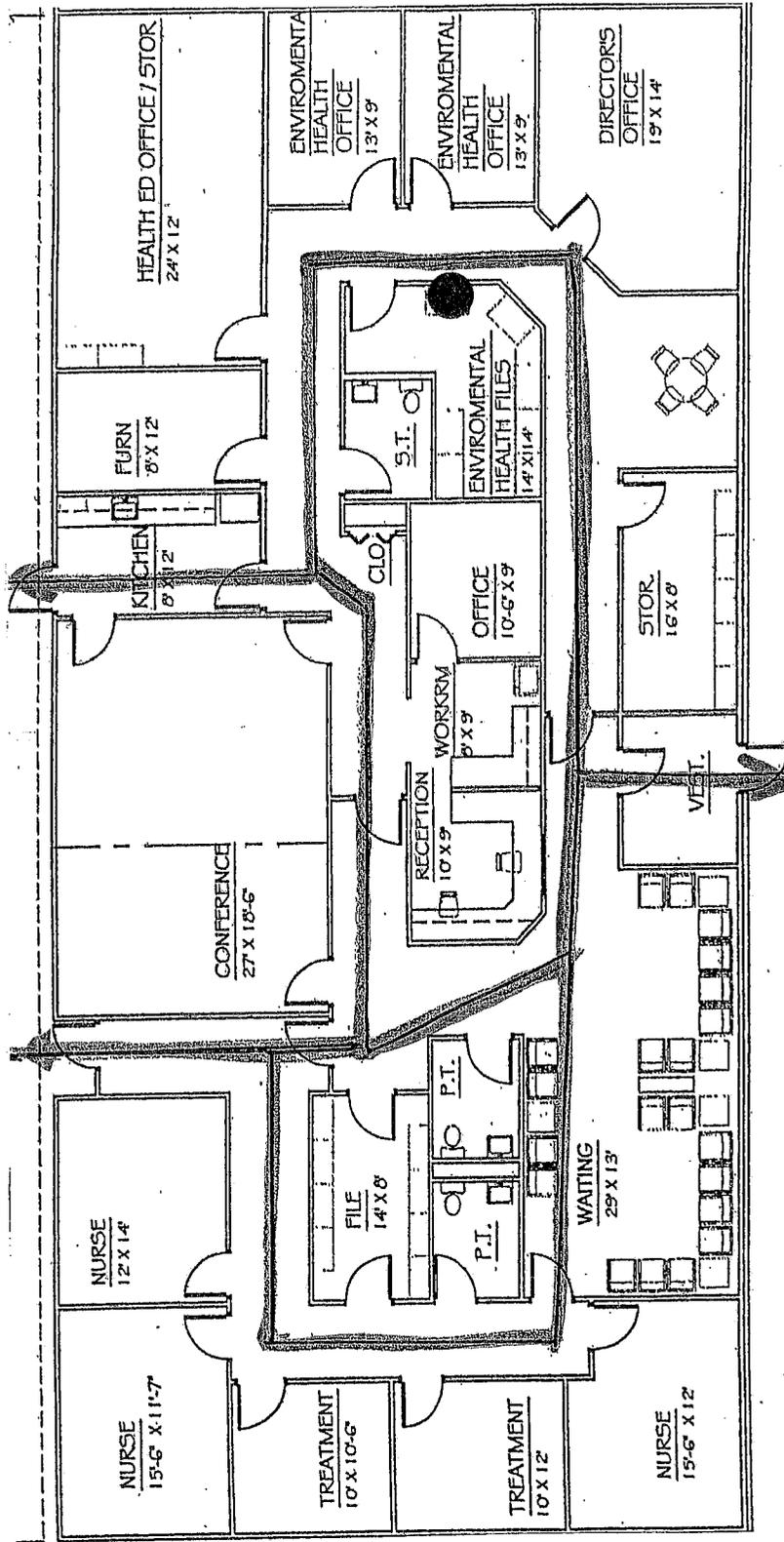
Woodford County is hereby authorized to approve applications, collect the fee therefore, and to issue licenses in accordance with this ordinance.

- b) Should the Clerk deny an application for a license, the applicant may appeal the Clerk's decision by filing a written notice of appeal with the Clerk within 14 days. The County Board of Woodford County shall review any such application and may approve or deny the same.

VIII. Any license issued pursuant to this ordinance shall be granted for the operation of such games only within the confines of Woodford County and outside the boundaries of any municipality contained within the County.

IX. This ordinance hereby repeals and supersedes the resolution of the Woodford County Board of October 13, 1987 pertaining to licensing of games of chance.

Passed by the County Board of Woodford County on this 13TH
day of February, 1996.



You are here ●