

**FINANCE COMMITTEE MEETING**  
**January 29, 2018**  
**5:15 P.M.**

**MEMBERS PRESENT**

Kevin Greenfield  
Patty Cox  
Debra Kraft  
John Jackson  
Jay Dunn

**MEMBERS ABSENT**

Tim Dudley  
Greg Mattingley

**COUNTY PERSONNEL PRESENT**

Ed Yoder, Treasurer  
Mike Baggett, State's Attorney's Office  
Carol Reed, Auditor  
Mary Eaton, Recorder  
Josh Tanner, S of A  
Rocki Wilkerson, Workforce Investments  
Mike Day, Coroner  
Lt. Kris Thompson, Jail  
Lt. Jon Butts, Sheriff's Department  
Lt. Tony Brown, Sheriff's Department  
Jeannie Durham, County Board Office

**CALL TO ORDER**

The meeting was called to order by Chair Greenfield, at the Macon County Office Building.

**APPROVAL OF MINUTES**

Ms. Cox made a motion to approve minutes of the last meeting, seconded by Mr. Jackson and the motion carried 5-0.

**CLAIMS**

Motion to approve the report of the finance claims as presented made by Mr. Dunn seconded by Ms. Kraft and the motion carried 5-0.

**REPORTS**

Chairman Greenfield announced that he would be switching things around on the agenda a little due to some prior commitments some of the presenters have.

***Sheriff***

***Macon County Board Resolution Approving A Donation from the Howard G. Buffett Foundation to Purchase and Implement a New Records Filing System***

Lt. Butts explained that this would be for a new filing system that will replace some of the old ones.

Mr. Jackson made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Kraft and the motion carried 5-0.

***Macon County Board Resolution Approving Donation from the Howard G. Buffett Foundation to Purchase a New Exchange Server***

Lt. Butts explained that the new server will take the place of the old one. It will eventually be available to all county offices departments. The total cost is \$50,744.49.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Jackson and the motion carried 5-0.

***Macon County Board Resolution Approving Donation from the Howard G. Buffett Foundation to Purchase A Web Server***

Lt. Butts explained that the current one is about 8 years old. The total cost is \$5,562.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Jackson and the motion carried 5-0.

***Macon County Board Resolution Approving Increase in Appropriations in the FY 17 Court Security Budget***

Lt. Butts explained that he had met with Auditor Reed last week at which time there was a \$26,000 negative balance in the Court Security line. There is a \$44,000 revenue balance due to the retirement of a couple of senior officers from the Court Security program, a couple of buy-outs, and the overlap of new officers. He said they are asking for \$26,000 which would cover the salaries, but there is the fund balance to cover it.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Dunn and the motion carried 5-0.

***Audit Sub-Committee*** – No report

***Auditor***

***Macon County Board Resolution Approving a Two Year Agreement with IPMG for Worker's Compensation Third Party Administration Services***

Mr. Jackson made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Kraft and the motion carried 5-0.

***Macon County Board Resolution Approving One Year Agreement with IPMG for Claims Management Services, LLC for General Liability Third Party Administration Services***

Mr. Dunn made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Kraft.

Chairman Greenfield asked if this was only a one year agreement. Ms. Reed confirmed saying that this is for one year. This is only the 2<sup>nd</sup> year with this company and they are still just feeling their way around with them. The first one for the General Liability was for 2 years.

The motion carried 5-0.

***Macon County Board Resolution Approving Insurance Proposal from United Fire and Casualty for Property and Inland Marine Coverage 2018-2019***

Ms. Reed explained that this is also for one year and the cost is \$25,452. It went up about 3%.

Mr. Jackson made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Macon County Board Resolution Approving an Increase in the Mileage Reimbursement Rate***

Ms. Reed explained that the county follows the IRS regulation. It went from 53.5 cents per miles to 54.5 cents per mile this year.

Mr. Dunn made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Macon County Board Omnibus Resolution Approving Budget Clean-Up for FY17***

Ms. Reed explained that sometimes there is money left over in one area where you can't just spend on another area if it is not budgeted there. This moves budget money around between buckets such as from personnel to services or from services to personnel lines.

Mr. Jackson made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Board of Review***

GIS – No report

***Supervisor of Assessments –***

***Macon County Board Resolution Approving Intergovernmental Cooperation Agreement***

Mr. Tanner explained that this is to approve an agreement with Whitmore Township to handle their Township Assessor work. This is a new contract. In the past, if they had a vacancy, there was a standing contract which was very beneficial to the townships. This new contract makes it a little more evenly balanced as for as the cost. It has been reviewed by the State's Attorney's Office.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Treasurer***

***Macon County Board Resolution to Execute Deeds to Convey Property on which Taxes were Delinquent***

Mr. Dunn made a motion to forward the resolution on to the Macon County Board Consent Calendar for the Thursday, February 8, 2018 board meeting, seconded by Ms. Kraft, the motion carried 5-0.

**Citizen Remarks** – None

**OLD BUSINESS**- None

**NEW BUSINESS** –

***County Board***

***Macon County Board Resolution Authorizing Sale of Certain Parcels Owned by the County of Macon Pursuant to Tax Deed Foreclosures to the City of Decatur***

Mr. Dunn explained that there are approximately 700 and some parcels. Mr. Baggett stated that it is over 700. To clarify, he said that the resolution is not in formal form. The exhibit is still being worked on. That exhibit will set forth all 700+ parcels by pin numbers, commonly known as address, and / or legal description. He said they would be working with Mr. Dudley who has been point man on this project in getting all those listed prior to next week's board meeting. Mr. Dunn continued explaining, saying that these 700+ parcels have been going up for sale every year for many years. Most of them are not likely to ever be sold, but the city is interested in buying all of them at one time in order to look at the Neighborhood Development process of putting some of these together and hopefully develop them into some sort of project that would actually put the properties back on the tax roll. Mr. Horn from the City Council was present to answer questions. Mr. Greenfield commented that he thought it is a win / win deal. The county gets rid of them, gets a little money for them and the City gets them improved. Mr. Baggett said that this is a situation where the county does own these parcels, after the tax deed process, in trust for all of the taxing bodies. That applies to the various parcels and is different, depending on which parcel is being looked at. Mainly, it is the County, the City, the Decatur Public School System, and other various taxing bodies. We don't own them outright in that regard, but we do have the authority to do this as the trustee owner. The proposal would result in no amount of past the tax dollars being given to the taxing bodies as a result of this sale. But, as Chairman Dunn indicated, these parcels have been on the auction list for years and have never sold even at the minimum auction price of \$600. They are not going to result in a sale in anybody's expectation any time soon. We can either sell them for this and allow the city to do what they can to get them back on the tax roll or they can just sit there and not earn anybody any revenue.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Workforce Investment Solutions***

***Macon County Board Resolution Approving a Budget Amendment for Workforce Investment Solutions FY18 Budget – Workforce – Richland Consortium Adult Education & Literacy Grant***

Ms. Wilkerson explained that this grant was written jointly by Workforce and Richland as a consortium for the community. The Consortium will provide GED, GED online, English as a 2<sup>nd</sup> Language, and Bridge classes which include manufacturing, Occupation Healthcare, & Hospitality. The classes are free to the individuals that meet the criteria of the grant. The

objective is to go to work or to enter the transitional phase of post secondary. The total is \$59,634.

Mr. Dunn made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Jackson and the motion carried 5-0.

#### ***Coroner***

#### ***Macon County Board Resolution Approving Donation from the Howard G. Buffett Foundation to the Macon County Coroner's Office to Fund Drug-Related Autopsies***

Mr. Day explained that the Sheriff and his Foundation have offered to make this gracious donation of \$60,000, for which both a revenue and expenditure line will be added to the budget. This will involve a pilot program response to the Opioid and narcotic epidemic that the State of Illinois and County of Macon are facing. This \$60,000 will be utilized strictly in investigative processes that involve a potential narcotic related death. The State's Attorney has advised the Coroner's Office that they are to assist them in making a case against the drug dealers who are peddling this packaged death to people here in this county. It would increase the ability to secure a conviction on a narcotic related homicide death. This is a pilot program and will exist for one year at this point. The money that is being graciously donated will be attended to very miserly by Mr. Day himself as the office takes care of all of their money. This will be strictly used for those purposes. At a certain point, when this fund is exhausted or the fiscal year ends, it will be approached again and decide whether or not it has been an effective program. These autopsies that are being funded by this donation will nearly double the existing autopsy average. There is no money in the budget available for them. Toxicology testing through the Illinois State Police lab has been utilized for years. Now, in the event of a drug induced homicide charge, through the legislature and some people starting to get steamed through the prosecutorial process, he said the office is going to be glad enough to cooperate and see how this might positively impact the situation in Macon County. When these bodies end up on the Coroner's caseload, there is obviously nothing they can do to help them out. However, a measure of justice for their families may be able to be established if the peddlers of these substances can be caught. This is not permanent. It is not going to be set in stone. It is a pilot program.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Jackson.

Mr. Dunn said he noticed that the State's Attorney's Office grant was for 3 years and asked if, since this is just a one year grant, if this is just to see if these autopsies might make a difference somehow. Mr. Day said yes, that is exactly why it is being called a pilot program. The issue is going to have to be looked at to see if it can provide them with the additional resources to secure convictions on this particular charge and bring the drug dealers to task for their crimes. There is not guarantee in this. He said he takes this very seriously, but the general fund would not stand the strain of trying to fund these autopsies. They are not mandated by the State. These are something that would be decided upon after looking at it and then consulting with the other agencies. This does not obligate the county for anything. The only thing the county will be out via the general fund will be the labor and some office materials in processing these

additional steps. Chair Greenfield asked what happens if there is money left over. Mr. Day said he'd have to speak with the Sheriff. He said there is no way of telling how much it will be utilized. It may be exhausted, or there could be a substantial amount remaining. This is the opening avenue and a response to a terrible problem. It remains to be seen what good can be done with it. The motion carried 5-0.

***Sheriff's Department***

***Macon County Board Resolution Approving In-Kind Donation from the Howard G. Buffett Foundation to Purchase and Implement a New Jail Management System For The Macon County Jail***

Lt. Thompson explained that the current jail management system is old and will be totally obsolete and unserviceable in about a year when the only programmer left retires. The amount is \$522,730.

Mr. Dunn made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Kraft and the motion carried 5-0.

***Macon County Board Resolution Approving Donation from the Howard G. Buffett Foundation to Fund Increased Medical Services for the Macon County Jail***

Lt. Thompson explained that the cost of this \$265,000. Consultants pointed out some deficiencies in medical services. This is going to increase those services.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Dunn and the motion carried 5-0.

***Macon County Board Resolution Approving a Donation from the Howard G. Buffett Foundation to Fund a Corrections Officer Position in the Macon County Jail for a Period of Twenty-One Months***

Lt. Thompson explained that the total cost of the 21 month position is \$122,526. The Consultant pointed out that there was not adequate classification in the behavioral management system. This will be the sole duty of this officer. Mr. Jackson asked if this will just run its course over that time period. Lt. Thompson said yes, after the 21 months either the position will be lost through attrition or he would be back begging.

Mr. Dunn made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Mr. Jackson and the motion carried 5-0.

***Macon County Board Resolution Approving Donation from the Howard G. Buffett Foundation to Purchase a New Inmate Transport Van that will be Assigned to the Macon County Jail***

Lt. Thompson explained that this is a \$105,000 vehicle. It is a 2018 Ford that is already equipped and built out for the purpose of transporting inmates.

Mr. Dunn made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Kraft and the motion carried 5-0.

***Macon County Board Resolution Approving In-Kind Donation Of Services from the Howard G. Buffett Foundation to Engage Consultant to Develop a New Corrections Policy Manual for the Macon County Jail***

Lt. Thompson explained that the total value of the donation is \$86,500. The Sheriff's Office has always operated off of one SOP and it is patrol driven. The Corrections policy needs to be brought up to standards.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Macon County Board Resolution Approving Donation from the Howard G. Buffett Foundation to Purchase New Uniforms for Macon County Jail Correctional Officers***

Lt. Thompson explained that the total of the donation is \$45,000. It will be sustained in the future with the regular uniform line.

Mr. Jackson made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Macon County Board Resolution Approving In-Kind Donation of Services from the Howard G. Buffett Foundation to Engage Consultant for Expert Assistance to Develop Medical Policies for the Macon County Jail***

Lt. Thompson explained that the total in-kind costs and contribution is for \$20,000 which includes \$15,000 for the policies and \$5,000 for consultation.

Ms. Kraft made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Macon County Board Resolution Approving In-Kind Donation from the Howard G. Buffett Foundation of Fifteen Vests for use by Macon County Jail Correctional Officers***

Lt. Thompson explained the total value of the donation is \$17,749.80. These are ballistic vests which has never been a part of the corrections staff equipment. Some of the worst of the worst are transported to federal court, medical appointments and pretty much anywhere they are told to take them to.

Mr. Jackson made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Macon County Board Resolution Approving Donation from the Howard G. Buffett Foundation to Purchase Sixteen Pistols for the Macon County Jail***

Lt. Thompson explained that the total value of the donation is \$7,872. There are currently 9 firearms in the corrections division arsenal. They are more than 25 years old and they are hand me downs from the patrol division. The number is being increased to 16 because often times all 9 firearms are issued out there is need for more.

Mr. Jackson made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Cox and the motion carried 5-0.

***Recorder***

***Macon County Board Resolution to Amend FY17 Budget to Increase Appropriations in Document Storage Fund***

Ms. Eaton explained that this is for a server that has had to be replaced due to age.

Ms. Cox made a motion to approve forwarding the resolution on to the full board with recommendation to approve, seconded by Ms. Kraft.

Mr. Dunn asked if the resolution presented earlier in the meeting by Lt. Butts for the Sheriff's Office for a new server and his statement about it covering everyone in the county would cover her office. Ms. Eaton said they have a separate server, their own website, etc... Mr. Baggett explained that the understanding is that while the server would be for the Sheriff's Office immediately, the ultimate end game would be to expand it out to allow every department in the county to use it. That is down the road, but it is a full implementation idea. That is to have everybody in the county on the same server. As far as document storage, electronic storage, that may be broader than the server question. The Sheriff's idea is to have everybody down the road under the same umbrella. Ms. Eaton said she was agreeable to it as it would save quite a bit of cost in her office. Chair Greenfield called on Mr. Tanner for information. Mr. Tanner said that the Sheriff's donation was for an email server. He said he had spoken with Frank Miller, their IT person and the grant does cover enough email licenses for everyone in the county. The initial implementation is for the sheriff's office, but it may be within the year that the rest of the county could use it, but it is for email only. Mr. Baggett said that it would not include the document storage that Ms. Eaton was talking about. Mr. Tanner agreed. He said it is a pretty good cost savings and is one of the ways we've been trying to consolidate for a number of years, but this donation makes it easier. Mr. Baggett asked if it would have enough licenses for all 21 board members to have a county email address. Mr. Tanner said he thought so, but would let the Sheriff's Office talk to him about that. The motion carried 5-0.

**CLOSED SESSION** - None needed

**NEXT MEETING** – February 26, 2018

**ADJOURNMENT**

Motion to adjourn made by Mr. Dunn, seconded by Ms. Kraft, motion carried 5-0, and the meeting adjourned at 5:45 p.m. Minutes submitted by Jeannie Durham, County Board Office