

COUNTY OF KENDALL, ILLINOIS
BUDGET & FINANCE COMMITTEE
Meeting Minutes for Thursday, November 16, 2017

Call to Order

Committee Vice Chair Lynn Cullick called the Budget and Finance Committee to order at 4:07p.m., and made a motion to appoint Member Hendrix to the committee to establish a quorum to be able to conduct committee business, second by Member Kellogg. **With all members present voting aye, the motion carried.**

Roll Call

Attendee	Status	Arrived	Left Meeting
John Purcell		4:08p.m.	
Lynn Cullick	Here		
Bob Davidson		4:12p.m.	
Matt Kellogg	Yes		
Matthew Prochaska	Absent		
Audra Hendrix	Here		

Other County Board Members Present: Audra Hendrix

Staff Members Present: Latreese Caldwell, Jill Ferko, Scott Koeppel, Anne Knight, Eric Weis

Approval of Agenda – Member Kellogg made a motion to approve the agenda, second by Member Hendrix. **With three members voting aye, the agenda was approved by a vote of 3-0.**

Approval of Meeting Minutes – Member Hendrix made a motion to forward for Approval the meeting minutes from October 12, October 19, and October 26, 2017, second by Member Kellogg. **With three members present voting aye, the motion carried by a 3-0 vote.**

Member Purcell entered the meeting at 4:08p.m.

Approval of Claims – Member Cullick made a motion to forward for the Approval of Claims in an amount not to exceed \$1,546,397.94, Coroner Claims in an amount not exceed \$2,401.46, and Petit Juror Claims in an amount not to exceed \$871.64, second by Member Kellogg. **With four members voting aye, the claims were approved by a vote of 4-0.**

Member Davidson entered the meeting at 4:13p.m.

Department Head and Elected Official Reports

Jill Ferko, County Treasure/Collector – Ms. Ferko told the committee that last week she sent an email to the Board with her rework of her department budget, and did not receive any feedback from anyone, and stated she was there for feedback. Member Purcell asked if she had complied with the committee’s request for reducing the budget, and said that if she had complied with the request, there was nothing further that needed to be done for the committee.

Eric Weis, County State’s Attorney – Member Purcell asked Mr. Weis for direction on how the

committee can break his budget down. Mr. Weis stated that he asked Ms. Caldwell for documentation of how increases in some budgets occurred, how it was determined, how budget cuts were determined, and why certain budgets went up and certain budgets were decreased, but has yet to receive any type of documentation or clarification of his request. Mr. Weis stated that ninety percent of his budget is salary, and there is nowhere for him to cut in his budget to reach a flat status. Mr. Weis explained fees and fines, and court fees that are included in his revenue and are set by the State of Illinois.

Mr. Weis reminded the committee about the current SAO budget, the hiring of a first Assistant State's Attorney at the current rate, and the proposed necessary expenses that are in Mr. Weis' budget. Mr. Weis also asked what was the determining factor by the Finance Committee to recommend to the Board, who voted on it, that certain elected officials and departments would have increases, and certain ones like the State's Attorney's Office would be zero. What was the decision making as to each and every budget as to how the numbers were determined?

Mr. Purcell stated that he spoke to Mr. Weis on the phone and told him what the thinking was, and that there is not a formula that applied across the board, and that they looked at every circumstance differently because all of them are unique. Mr. Purcell stated that there is no documentation, and asked when Mr. Weis would be submitting his reduced budget to Ms. Caldwell for posting. Mr. Weis stated that at this point his current submitted budget is what he believes are the necessary and reasonable expenses to run his office, and he is not expecting any reductions to his budget.

Mr. Weis again reiterated that he has asked for documentation stating why certain budgets increased, decreased or stayed the same, and the rationale of the determination.

Reports from Other Committees

Highway Department – Matt Kellogg reported that the Highway Committee approved a credit card for the Highway Department/Fran Klaas. Mr. Klaas stated that they are frequently ordering parts on line, and that he didn't feel it was right for he and his maintenance foreman to use their own personal credit cards to make department purchases. Mr. Klaas felt that a limit of \$5000. would be sufficient for department needs.

There was consensus by the committee to forward to the County Board for the November 21, 2017 County Board meeting, the approval of a credit card with a limit of \$5000. to be issued to Fran Klaas/Highway Department.

Items of Business

- *Fiscal Year 2018 Budget Discussion* – Discussion on the Health Department employee benefit contribution, and levy amount. Chairman Purcell spoke with Dr. Tokars last week who said that the Board of Health has not discussed the contribution at their Board meeting, and that their next Board meeting is on November 21, 2017. Mr. Purcell said that the committee needs to determine direction for the staff if the Board of Health does not give an affirmative answer to the request. Discussion on the options of reducing the Health Department levy, not approving the Health Department budget, or on doing nothing if they do not comply with the County Board's contribution request.

The committee also discussed other departments/offices that annually reimburse or contribute to their employee benefits, such as GIS, the Forest Preserve District, VACKC and Animal Control.

Member Kellogg made a motion to recommend to the County Board that if the Health Department does not include the reimbursement of \$457,000 in their budget by Wednesday, November 22, 2017, that the Board will reduce their levy to \$300,000, second by Member Cullick. **With Members Davidson, Kellogg, Cullick and Purcell voting yes, and Member Hendrix voting present, the motion passed by a vote of 4-1. Mr. Purcell asked Ms. Caldwell to send an email to Dr. Tokars with this new request and information on Friday, November 17, 2017.**

Discussion on the Coroner budget and expenditure of funds over the approved budget, the Coroner's need for Board approval to spend funds over the pre-approved budget including the areas of office equipment, scene and investigation equipment, special fund, training, and clothing allowance. Member Davidson voiced his concerns that the Coroner has not ever approached the Board regarding additional expenditures without Board approval.

Member Purcell asked if the committee would like emails sent to all department heads and elected officials for explanations of why they are over budget in certain areas including special funds. **There was consensus that Ms. Caldwell would send emails to those departments/offices that are 1000% or more over budget to explain why they are over in certain areas.**

There was consensus by the committee to schedule an additional Special Meeting for Wednesday, November 22, 2017 at 9:00a.m. immediately following the Animal Control meeting

Public Comment – None

Questions from the Media – Jim Wyman, WSPY Radio asked about meeting with the Health Department earlier so that the Board isn't coming down to crunch time every year with the levy and the funds coming back for benefits?

Items for Committee of the Whole - None

Items for the County Board

Approval of Claims in an amount not to exceed \$1,546,397.94, Coroner Claims in an amount not exceed \$2,401.46, and Petit Juror Claims in an amount not to exceed \$871.64

Approval of a credit card with a limit of \$5000. be issued to Fran Klaas/Highway Department

Approval for the County Board to reduce the Health Department levy to \$300,000, if the Health Department does not include the reimbursement of \$457,000 in their budget by Wednesday, November 22, 2017

Executive Session – Not needed

Adjournment – Member Cullick made a motion to adjourn the Budget and Finance Committee meeting, second by Member Hendrix. **The meeting was adjourned at 5:48p.m. by a 5-0 vote**

Respectfully submitted,

Valarie McClain
Administrative Assistant and Recording Secretary