

FINANCE COMMITTEE

June 22, 2015

The Finance Committee of the St. Clair County Board met in the County Board Conference Room. The meeting was called to order by Chairman Ken Easterley at 6:30 p.m.

Members Present:

Ken Easterley, Chairman
Marty Crawford, Asst. Chairman
Carol Clark
Lonnie Mosley
June Chartrand
Dixie Seibert
John West

Others Present:

Debra Moore, Director of Administration
Dan Maher, Administrative Advisor
Tom Maziarz, Director of Central Services
Angela Grossmann-Roewe, County Board Member
Gen. John Hughes, Director Economic Development
Margo Holt, Scheffel-Boyle Auditing
Dale Holtmann, Scheffel-Boyle Auditing
Kahalalah Clay, Circuit Clerk

Mark Kern, Chairman SCC
Joseph Kassly, County Board Member
Tom Knapp, Sheriff Department
Tom Ysursa, Attorney
Robert Trentman, County Board Member
Bill Bemen, Visitor
Sue Schmidt, Financial Analyst

Upon motion by Mr. Mosley and seconded by Mr. West, it was unanimously agreed to approve the Minutes from May 26, 2015 Meeting.

Upon motion by Mr. Crawford and seconded by Ms. Clark, it was unanimously agreed to approve presentation of Circuit Clerk's Office Audit presented by Dale Holtmann.

Upon motion by Mr. West and seconded by Ms. Clark, it was unanimously agreed to approve authorization to seek bids to scan, prepare and destroy Circuit Clerk's Office Records.

Upon motion by Ms. Chartrand and seconded by Mr. Mosley, it was unanimously agreed to approve payment of the (2) bills presented by the Property & Recreation Committee that are listed below:

- Fournie Contracting Company Inc. - \$4,000.00 – ADA Dock Installation
- Rhutasel & Associates, Inc. - \$3,915.00 – Animal Control Survey

Upon motion by Ms. Chartrand and seconded by Mr. Crawford, it was unanimously agreed to approve the following Resolution presented by Sue Schmidt:

To initiate action to obtain release of Federal Obligations and land use requirements from the Federal Aviation Administration in regards to real property acquired with Federal Grant Assistance for Mid America St. Louis Airport.

Upon motion by Mrs. Seibert and seconded by Mr. Mosley, it was unanimously agreed to approve the following (2) Ordinances.

- Adopting a financial disclosure compliance policy of the County of St. Clair.
- Adopting a fee to support the Court Appointed Special Advocates (CASA).

Upon motion by Mr. West and seconded by Mr. Mosley, it was unanimously agreed to approve the (2) Purchasing Department requests submitted by Mr. Tom Maziarz:

- Currency Discriminator –County Clerk
- Food Bids – Detention Center

	<u>Moore Foods</u> <u>St. Louis, MO</u>	<u>US Foods</u> <u>St. Louis, MO</u>
Canned Foods	\$ 9,501.16	\$ 9,304.69
Meat Products	\$ 5,103.05	\$ 4,230.60
Dairy Products	\$ 1,959.00	\$ 2,017.29
Orange Juice	\$ 140.00	\$ 147.60
Eggs	\$ 160.00	\$ 122.68
Fruit Drinks	<u>\$ 1,008.00</u>	<u>\$ 1,020.66</u>
GRAND TOTAL	\$ 17,871.21	\$ 16,843.52

Fox River – NO BID
Montgomery, IL

Contract awarded to the lowest overall qualified bidder, ***U.S. Foods, St. Louis, MO for an estimated total of \$16,843.52.**

Upon motion by Mr. West and seconded by Mr. Mosley, it was unanimously agreed to approve removing from the Agenda the Recommendation for Inmate Commissary Service to be presented by Major Thomas Knapp, Sheriff's Department.

Upon motion by Mr. West and seconded by Ms. Chartrand, it was unanimously agreed to receive and place on file the Treasurer's Monthly Report.

Upon motion by Mr. Mosley and seconded by Ms. Chartrand, it was unanimously agreed to receive and place on file the Treasurer's Report of Funds Invested.

Upon motion by Mr. Mosley and seconded by Ms. Chartrand, it was unanimously agreed to receive and place on file the Expense Claims and Claims Subcommittee.

Upon motion by Mr. West and seconded by Mrs. Seibert, it was unanimously agreed to approve the following transfers:

<u>From:</u>		<u>To:</u>	
a) <u>Assessor</u>		a) <u>Assessor</u>	
100-1045-60100	9,000.00	100-1045-60110	9,000.00
Anderson, Robert		Part Time Money	

<u>From:</u>		<u>To:</u>	
b) <u>County Clerk</u> 100-1065-60100 Payroll Full Time	6,000.00	b) <u>County Clerk</u> 100-1065-60110 Payroll Park Time	6,000.00
c) <u>Public Defender</u> 100-1087-62000 Training	1,040.00	c) <u>Public Defender</u> 100-1087-61020 Book, Manual, Periodicals	1,040.00
d) <u>Special Grants Fund</u> 237-2370-51000 State and &Federal Revenue	4,333.75	d) <u>Special GrantsFund</u> 237-2370-68510 Program Expense	4,333.75
e) <u>Law Library</u> 268-2680-61020 Books, Manuela & Periodicals	27,000.00	e) <u>Law Library</u> 268-2680-62200 Dues & Memberships	34,000.00
268-2680-61900-03 Small Capitol Purchases	2,500.00		
268-2680-81000-02 Major Capitol Purchase	4,500.00		
f) <u>Law Library</u> 268-2680-61900-03 Small Cap. Purchase	400.00	f) <u>Law Library</u> 2685-2680-65150 Telephone	400.00

Upon motion by Mr. West and seconded by Mrs. Seibert it was unanimously agreed to approve entering into an Executive Session at 6:45 p.m.

A discussion was held on Pending Litigation.

Upon motion by Ms. Clark and seconded by Mr. Crawford, it was unanimously agreed to approve return to OpenSession from Executive Session at 6:48 p.m.

Upon motion by Mr. Easterley and seconded by Ms. Chartrand, it was unanimously agreed to approve Settlement as discussed in Executive Session.

Upon motion by Mr. Mosley and seconded by Ms. Clark, it was unanimously agreed to approve adjournment at 6:50 p.m.

Respectfully Submitted

Debra Moore, Director of Administration
St. Clair County

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