

FINANCE COMMITTEE MEETING MINUTES

February 19, 2019

The Finance Committee of the St. Clair County Board met on February 19, 2019 in the County Board Conference Room. The meeting was called to order by Lonnie Mosley at 6:30 p.m.

Members Present:

Lonnie Mosley, Asst. Chairman
Paul Seibert
C. Richard Vernier
John West

Members Absent

Marty Crawford, Chairman (excused)
June Chartrand (excused)
Carol Clark (excused)

Others Present:

Mark A. Kern, Chairman, County Board
Debra Moore, Administration Dept.
Bob Allen, County Board
Ken Easterley, County Board
Frank Bergman, Human Resources
Laura Frederick, Purchasing Dept.
Tom Knapp, Sheriff's Dept.
Andy Lopinot, Treasurer's Office
Sue Schmidt, County Board Office
Herb Simmons, EMA Dept.
Rod Thompson, Becker, Hoerner&Ysursa

The Pledge of Allegiance was recited.

There were no Public Comments or Questions asked at this Meeting.

Upon a motion by Mr. West and seconded by Mr. Seibert, it was unanimously agreed to approve the Meeting Minutes from January 28, 2019.

Upon a motion by Mr. Vernier and seconded by Mr. West, it was unanimously agreed to approve Purchasing and Central Services Purchase of Three New Police Package Vehicles for \$95,760.

Upon a motion by Mr. West and seconded by Mr. Seibert, it was unanimously agreed to suspend action regarding the Property and Recreation Committee's Request to Accept Bid for the Engelman Park Improvements Project, due to cancellation and rescheduling of the Property and Recreation Committee meeting.

Upon a motion by Mr. Vernier and seconded by Mr. West, it was unanimously agreed to approve the Regular Transfers. ATTACHED IS A COPY OF THE TRANSFERS.

Upon a motion by Mr. Vernier and seconded by Mr. Seibert, it was unanimously agreed to approve the Treasurer's Monthly Report and Funds Invested.

Upon a motion by Mr. West and seconded by Mr. Vernier, it was unanimously agreed to approve Expense Claims – Claims Subcommittee.

Upon a motion by Mr. West and seconded by Mr. Vernier, it was unanimously agreed to enter into Executive Session at 6:41 p.m. All Committee Members attending were present during the Executive Session, in addition to Chairman Mark Kern, Tom Knapp, Bob Allen, Laura Frederick, Frank Bergman and Andrew Lopinot.

Upon a motion by Mr. Vernier and seconded by Mr. West, it was unanimously agreed to return to Open Session at 6:52p.m. All Committee members were present.

Upon a motion by Mr. Vernier and seconded by Mr. West, it was unanimously agreed to approve the settlement of the Workers' Compensation claim filed by James Perrine in the amount of \$27,119.50, and authorize counsel to present said settlement to an arbitrator of the Illinois Workers' Compensation Commission for judicial approval as discussed in the executive session.

Upon a motion by Mr. West and seconded by Mr. Seibert, it was unanimously agreed to approve a final action in regards to approving the settlement with Mr. Michael Lanzante in the amount of \$5,993.13 in the matter of *Michael Lanzante v. St. Clair County*, 19-CV-002952, currently pending before the Illinois Workers' Compensation Commission.

Upon a motion by Mr. Vernier and seconded by Mr. West, it was unanimously agreed to approve the settlement of the Workers' Compensation claim filed by Brianne Funk in the amount of \$4,644.00, and authorize counsel to present said settlement to an arbitrator of the Illinois Workers' Compensation Commission for judicial approval as discussed in the executive session.

As in information item, St. Clair County Treasurer Andrew Lopinot explained the Treasurer's Investment Policy. No action was required.

Sue Schmidt discussed the lowering of St. Clair County's bond rating from AA to AA-. She expects no impact from the change and believes the cause can be attributed to the State of Illinois' changes to rating criteria and St. Clair County's need to respond to unfunded state mandates that impact revenues.

Upon a motion by Mr. West and seconded by Mr. Seibert, it was unanimously agreed to adjourn the meeting at 7:00 p.m.

Respectfully submitted,

Debra Moore, Director of Administration
St. Clair County

FEBRUARY 10, 2019 EXPENSE TRANSFERS

2018

		FROM:		TO:	
General Fund-County Board				General Fund-County Board	
100-1001-60130	Payroll-Appointments/Commission	(1,765.99)		100-1001-60100	Payroll-Full time
100-1001-63150	Advisory & consulting	(42,989.80)		100-1001-61000	Office supplies
100-1001-62200	Dues and memberships	(6,057.52)		100-1001-62220	Bank fees
		(50,813.31)		100-1001-68050	Court orders and related payments
				100-1001-68200	Birth & death certificates
				100-1001-69000	Community Development-Blue Ditch
					50,813.31
General Fund-Human Resources (Monster contract)				General Fund-Human Resources (Monster contract)	
100-1010-61020	Books, manuals & periodicals	(289.00)		100-1010-63630	Maintenance contract-software
100-1010-61000	Office supplies	(1,020.19)			7,100.00
100-1010-62000	Training	(4,104.00)			
100-1010-62100-05	Travel other	(200.00)			
100-1010-63100	Administrative services	(400.00)			
100-1010-60650	Health & Life Insurance	(1,086.81)			
		(7,100.00)			
General Fund-Animal Control (Animal Clinic)				General Fund-Animal Control	
100-1030-60110	Payroll Part-time	(2,610.41)		100-1030-60200	Overtime
				100-1030-60320	Standby pay
					2,560.41
					50.00
					2,610.41
General Fund-Auditor (Grant)				General Fund-Auditor (Grant)	
100-1040-62000	Training	(249.21)		100-1040-60100	Payroll Full-time
100-1040-61020	Books, manuals & periodicals	(500.00)			749.21
		(749.21)			
General Fund-Treasurer (Auction machines)				General Fund-Treasurer (Auction machines)	
100-1060-60100	Payroll Full-time	(7,327.29)		100-1060-68510	Program expense
100-1060-60110	Payroll Part-time	(650.71)			7,978.00
		(7,978.00)			

General Fund-County Clerk					
100-1065-60100	Payroll Full-time	(8,438.50)	General Fund-County Clerk	100-1065-60110	Payroll Part-time
					8,438.50
General Fund-County Clerk Elections (Paid 2019 in 2018)					
100-1066-60120	Payroll Election-Judges	(36,415.57)			
100-1066-65050	Rental expense	(5,836.00)			
100-1066-65110	Waste Disposal	(1.67)			
		(42,253.24)			
					42,253.24
General Fund-States Attorney (State increased SA salary mid year)					
100-1075-60100	Payroll Full-time	(1,832.45)			
100-1075-61000	Office supplies	(316.37)			
		(2,148.82)			
					1,832.45
					316.37
					2,148.82
General Fund-Jury Commission (Change from full time to part time position)					
100-1086-60100	Payroll Full-time	(4,802.25)			
					4,802.25
General Fund-Coroner (Autopsy shortfall)					
100-1095-60100	Payroll Full-time	(4,983.97)			
100-1095-61400	Program supplies	(1,392.86)			
100-1095-62100	Travel	(85.68)			
100-1095-62200	Dues and memberships	(25.00)			
100-1095-65150	Telephone	(1,150.31)			
		(7,637.82)			
					1,411.23
					6,226.59
					7,637.82

General Fund-Sheriff Administration					
100-1100-60000	Payroll Elected Official		(0.16)		
100-1100-60100	Payroll Full time		(4,350.22)	Overtime	882.36
100-1100-60320	Standby pay		(9.00)	Travel	203.34
100-1100-60400	Educational incentive		(0.06)		
100-1100-60410	Clothing maint allowance		(0.04)		
100-1100-61000	Office supplies		(250.00)		
100-1100-61400-03	Program supplies Other		(631.04)		
100-1100-61400-04	Program supplies Staff		(351.80)		
100-1100-62000	Training		(100.00)		
100-1100-62200	Dues & memberships		(460.00)		
100-1100-63630	Maintenance contracts-software		(300.00)		
General Fund-Sheriff Patrol					
100-1102-60100	Payroll Full-time		(13,223.79)		
100-1102-60200	Overtime		(633.63)		
100-1102-60320	Standby pay		(1,776.00)		
100-1102-60400	Educational incentive		(1,541.35)		
100-1102-60410	Clothing maint allowance		(4,194.03)		
100-1102-61380	Uniforms		(1,892.60)		
100-1102-61400-04	Program supplies-staff		(7.53)		
100-1102-62000	Training		(127.80)		
100-1102-62100	Travel		(911.44)		
100-1102-62200	Dues & memberships		(185.00)		
General Fund-Sheriff Jail					
100-1107-60100	Payroll Full time		(175,437.01)		
100-1107-60410	Clothing maint allowance		(997.17)		
100-1107-61380	Uniforms		(1,939.18)		
100-1107-62000	Training		(109.06)		
100-1107-63630	Maintenance contracts-software		(4,445.00)		
			(213,872.91)		
General Fund-Sheriff Administration					
100-1100-60200				Overtime	
100-1100-62100				Travel	
General Fund-Sheriff Patrol					
100-1102-60200				Overtime	50,373.55
General Fund-Sheriff Jail					
100-1107-60200				Overtime	
100-1107-60300				Holiday pay	106,135.41
100-1107-60320				Standby pay	5,292.83
100-1107-60400				Educational incentive	16.00
100-1107-61400				Program supplies	843.62
100-1107-62100				Travel	11,828.29
100-1107-63060				Medical and dental services	5,152.50
					33,145.01
					213,872.91

Tort						
150-1500-68050	Court ordered & related payments	(77,279.06)		Tort		
				150-1500-63050	Legal services	75,095.06
				150-1500-63090	Other professional services	2,184.00
						<u>77,279.06</u>
Dispatching Services (Flexible budget)				Dispatching Services (Flexible budget)		
175-1750-60100	Payroll Full-time	(33,237.60)		175-1750-60110	Payroll Part-time	30,673.62
175-1750-60650	Health & Life Insurance	(67,692.36)		175-1750-60200	Overtime	204,815.34
				175-1750-60300	Holiday pay	9,356.42
				175-1750-60600	FICA Employer	11,298.99
				175-1750-60610	IMRF Employer	29,752.26
				175-1750-60620	Workmen's compensation	465.10
						<u>286,361.73</u>
Offender Accountability Program				Offender Accountability Program		
180-1800-60610	IMRF Employer	(145.58)		180-1800-60650	Health & Life Insurance	145.58
State's Attorney Settlement				State's Attorney Settlement		
180-1802-60600	FICA Employer	(414.98)		180-1802-60100	Payroll Full-time	231.71
				180-1802-60620	Workmen's compensation	183.27
						<u>414.98</u>
Recorders Escrow (Employee retired)				Recorders Escrow (Employee retired)		
217-2170-60650	Health & Life Insurance	(3,516.15)		217-2170-60100	Payroll Full-time	3,516.15
Property & Recreation				Property & Recreation		
221-2211-60110	Payroll Part-time	(118.66)		221-2211-60100	Payroll Full-time	118.66
221-2211-63820	Repair & maint-grounds	(2,864.73)		221-2211-61000	Office supplies	1,055.22
				221-2211-65110	Waste disposal	1,809.51
						<u>2,983.39</u>
Landfill Surcharge(forgot to budget fringes for deputy/increase in pay part-time)				Landfill Surcharge(forgot to budget fringes for deputy/increase in pay part-time)		
241-2410-60100	Payroll Full-time	(29,594.69)		241-2410-60110	Payroll Part-time	4,410.02
241-2410-63900	Demolition expenses	(21,917.11)		241-2410-60200	Overtime	3,634.57
				241-2410-60600	FICA Employer	1,768.14
				241-2410-60610	IMRF Employer	17,990.18
				241-2410-60620	Workmen's Compensation	6,004.09
				241-2410-60650	Health & Life Insurance	8,361.76
				241-2410-61400	Program supplies	833.31
				241-2410-63720	Repair & maint-machine & equip	4,779.23
				241-2410-68510	Program expense	3,730.50
						<u>51,511.80</u>

Emergency Telephone 253-2530-61000	Office supplies	(209.40)			253-2530-61010 Postage & mailings	153.62
					253-2530-61200-01 Vehicle supplies unleaded fuel	55.78
						209.40
Court Document Storage 261-2610-63200-02	Technical services Data Processing					
					Court Document Storage 261-2610-61000 Office supplies	2,188.05
Maintenance and Child Support 265-2650-60600	FICA Employer	(180.74)				
265-2650-61000	Office supplies	(1,977.31)			Maintenance and Child Support 265-2650-60610 IMRF Employer	245.60
265-2650-95200	Grant match	(7,712.11)			265-2650-60620 Workmen's Compensation	47.75
		(9,870.16)			265-2650-60650 Health & Life Insurance	9,576.81
						9,870.16
Law Library 268-2680-60110	Payroll Part-time					
					Law Library 268-2680-60100 Payroll Full-time	0.40
					268-2680-60610 IMRF Employer	114.51
						114.91
Bailiff 269-2690-60100	Payroll Full-time					
					Bailiff 269-2690-60110 Payroll Part-time	21,397.61
Outer County Probation 285-2850-60630	Unemployment					
					Outer County Probation 285-2850-60600 FICA Employer	100.54
					285-2850-60650 Health & Life Insurance	2,152.56
						2,253.10
Probation Services 285-2851-62100	Travel					
					Probation Services 285-2851-63770 Repair & maint-vehicle	81.98
Detention 290-2900-60100	Payroll Full-time					
					Detention 290-2900-60110 Payroll Part-time	193.92
Drug Traffic Preventions 300-3000-63770	Repair & maint-vehicles					
					Drug Traffic Preventions 300-3000-61200-01 Vehicle supplies unleaded fuel	230.76

Sheriff Asset Forfeiture 315-3150-60100	Payroll Full-time	(59,208.63)	Sheriff Asset Forfeiture 315-3150-60200	Overtime	11,091.18
			315-3150-68510	Program expense	28,170.81
			315-3150-81000-08	Major capital purchases vehicles	19,946.64
					59,208.63
Commissary 330-3300-61400-05	Program supplies Inmates	(24,835.00)	Commissary 330-3300-81000-08	Major capital purchase vehicles	24,835.00
Special Grants 237-2372-60100	Payroll Full-time	(523.59)	Special Grants 237-2372-60650	Health & Life Insurance	523.59
Special Grants (Missed during budget process in 2018)			Special Grants (Missed during budget process in 2018)		
			237-2370-61400	Program supplies(HELP America Vote Grant)	24,706.38
			237-2370-61900-03	Small cap purchase DP Equip(HELP America Vote Grant)	21,117.86
			237-2370-68510	Program expense(Coroner Grant)	1,059.31
			237-2372-61000	Office supplies(Juvenile Justice Title II)	102.47
					46,986.02
STOP Grant			STOP Grant		
370-3701-60100	Payroll Full-time	(300.00)			
370-3703-60100	Payroll Full-time	(1,545.41)	370-3701-60360	Equipment Allowance	300.00
370-3703-65050	Rental expense	(75.40)	370-3703-60310	Sick pay	1,545.41
			370-3703-65150-01	Telephone Cellular	75.40
					1,920.81
Probation Grants			Probation Grants		
385-3850-60100	Payroll Full-time	(900.00)	385-3850-60360	Equipment Allowance	900.00
385-3850-62100-01	Travel mileage reimbursement	(195.00)	385-3850-62050	Conference & meetings	195.00
					1,095.00
Sheriff Grants(Bulletproof Vest Grant)			Sheriff Grants(Bulletproof Vest Grant)		
			386-3863-68510	Program services	9,073.00
Approval St. Clair County Auditor: <i>Jeffrey Spengler Jr</i>					
Approval County Administrator: <i>Donna G. M. 2/12/2019</i>					