

## **Minutes of the Executive Committee Meeting**

The Executive Committee of the McLean County Board met on Tuesday, October 14, 2008, at 4:30 p.m. in Room 400, Government Center, 115 E. Washington Street, Bloomington, Illinois.

Members Present: Chairman Sorensen, Members Owens, Gordon (arrived 4:36 p.m.), Hoselton, Bostic, Renner (left at 4:50 p.m.) and Segobiano

Members Absent: Member Nuckolls

Other Members Present: None

Staff Present: Mr. John Zeunik, County Administrator; Mr. Terry Lindberg, Assistant County Administrator; Mr. Bill Wasson, Director, Administrative Services; Ms. Jude LaCasse, Assistant to the County Administrator

Department Heads/  
Elected Officials Present: Mr. Craig Nelson, Director, Information Technologies

Others Present: Ms. Michelle Anderson, Financial Reporting Specialist, County Auditor's Office; Mr. Joseph L. Good, Applicant for Appointment to District 6 Seat; Mr. John D. McIntyre, Applicant for Appointment to District 6 Seat

Chairman Sorensen called the meeting to order at 4:30 p.m.

Chairman Sorensen advised that Mr. Gordon would be a few minutes late for the meeting and had requested that the presentations by the candidates for the District #6 County Board seat be postponed until his arrival.

Chairman Sorensen presented the minutes from the September 9, 2008 Executive Committee Meeting and the August 19, 2008 Stand-up Committee Meeting for approval. Hearing no corrections to those minutes, Chairman Sorensen advised that the minutes would stand approved as presented.

Chairman Sorensen presented the Reappointments, Appointments and Resignations to the Committee for approval.

Motion by Segobiano/Renner to Recommend Approval of the Reappointments, Appointments and Resignations as recommended by the Chairman.  
Motion carried.

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Mr. Owens stated that he appreciated the opportunity that the County has allowed him to serve on the Board of the Mid-Central Community Action, Inc. He noted that the Board is term limited and he cannot be reappointed. Mr. Owens reported that Mid-Central Community Action has made great strides in the past eight years and it is doing wonderful work in the community.

Chairman Sorensen presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, General Fund 0001, County Board Department 0001.

Motion by Segobiano/Renner to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, General Fund 0001, County Board Department 0001.

Motion carried.

Chairman Sorensen presented a request for approval of a Proclamation declaring November 19, 2008 as GIS Day 2008.

Motion by Owens/Bostic to Recommend Approval of a Proclamation Declaring November 19, 2008 as GIS Day 2008.

Motion carried.

Mr. Ben Owens, Vice Chairman, Finance Committee, presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, General Fund 0001 – County Clerk's Office 0005.

Motion by Owens/Renner to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, General Fund 0001 – County Clerk's Office 0005.

Motion carried.

Chairman Sorensen asked if there were any questions or observations. Hearing none, he thanked Mr. Owens.

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Mr. Tari Renner, Chairman, Justice Committee, presented a request for approval to accept a grant in the amount of \$333,002.00 from the Department of Justice for the McLean County Drug Court for Court Services Department.

Motion by Renner/Segobiano to Recommend Approval to accept a Grant in the amount of \$333,002.00 from the Department of Justice for the McLean County Drug Court for Court Services Department.  
Motion carried.

Mr. Segobiano commented that the public should be made more aware of the accomplishments and positive effects that the Drug Court program is having on the citizens in the County.

Mr. Renner presented a request for Approval of an Intergovernmental Agreement between the City of Bloomington, the County of McLean and the Town of Normal Regulating the use by the County of McLean and the Town of Normal of the Police Shooting Range Facility of the City of Bloomington for the Sheriff's Department.

Motion by Renner/Owens to Recommend Approval of the renewal of an Intergovernmental Agreement between the City of Bloomington, the County of McLean and the Town of Normal regulating the use by the County of McLean and the Town of Normal of the Police Shooting Range Facility of the City of Bloomington for the Sheriff's Department.  
Motion carried.

Mr. Renner announced that the Justice Committee will complete their budget reviews at the Justice Committee's November meeting, which has been moved to Tuesday, October 28<sup>th</sup> to avoid holding a meeting on Election Day.

Chairman Sorensen asked if there were any questions. Hearing none, he thanked Mr. Renner.

Ms. Diane Bostic, Chairman, Property Committee, presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, General Fund 0001, Facilities Management Department 0041. She noted that this is for the repair of the Juvenile Detention Center exterior deck.

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Motion by Bostic/Owens to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, General Fund 0001, Facilities Management Department 0041.

Mr. Hoselton asked what happens to the contingency funds of \$8,617.00 if they are not needed for the project. Mr. Zeunik replied that the funds go back into the Fund Balance for the General Fund.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

Chairman Sorensen asked if there were any questions. Hearing none, he thanked Ms. Bostic.

Mr. George Gordon, Chairman, Land Use and Development Committee, reported that the Land Use and Development Committee brings no items for action to the Executive Committee.

Chairman Sorensen asked if there were any questions. Hearing none, he thanked Mr. Gordon.

Mr. Stan Hoselton, Chairman, Transportation Committee, presented a request for approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Department Fund 0120, McLean County Highway Department 0055. He stated that this is \$1,000,000.00 that is being prepaid by the developer of the Wind Farm near Carlock.

Motion by Hoselton/Segobiano to Recommend Approval of an Emergency Appropriation Ordinance Amending the McLean County Fiscal Year 2008 Combined Annual Appropriation and Budget Ordinance, McLean County Highway Department Fund 0120, McLean County Highway Department 0055.

Motion carried.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Hoselton.

Chairman Sorensen advised that there are two candidates seeking the District #6 seat on the County Board. He announced that each candidate has an opportunity to introduce themselves to the Committee and provide a brief presentation, after which, members of the Committee may ask questions.

Mr. Joseph L. Good expressed his appreciation to the Committee for allowing him to speak. He indicated that he is a resident of Normal, Illinois, is married and has two children. Mr. Good noted that he has been attending Board meetings, and observed that the Board allocates money to different funds. He pointed out that, as a parent doling out money to children, he can attest to the challenge of making wise decisions.

Mr. Good advised that he works at Kongskilde Industries, where he is involved in the purchasing and shipping of orders. He noted that Kongskilde Industries is located in sixteen Countries. Mr. Good stated that he coordinates shipments going from one place to another.

Mr. Good indicated that he worked in his family business for over 30 years, where he started at the bottom and advanced to Director of Marketing. He added that he has also worked with different government and law enforcement agencies.

Mr. Good announced that he ran for the District #6 position in 2004. He noted that he intended to run again this year, but learned that a seat may be opening and decided to seek the appointment to the vacant seat.

Mr. Good stated that he considers it a privilege to be here and to be considered for this position.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. Good.

Mr. John D. McIntyre introduced himself, noting that he appreciates the privilege to be here, again, as it has been a number of years since he was a Board member.

Mr. McIntyre advised that his family originally was from the Bellflower area and the Farmer City area. He indicated that he went to Illinois State University where he received a Bachelor's Degree, a Master's Degree in Guidance Counseling, and an Education Administrative Certificate.

Mr. McIntyre stated that he has lived in District #6 for 34 years. He noted that he served as a teacher at El Paso High School, LeRoy High School, Epiphany School in Normal, Central Catholic High School and was principal at Colfax High School. Mr. McIntyre added that he coached football for 40 years.

Mr. McIntyre indicated that he had an insurance agency for nine years, with one office in Normal and one in Farmer City. He noted that he also ran detassling crews for 14 years in the southern part of the County. Mr. McIntyre concluded that he is familiar with the County from the rural areas to the city areas.

Mr. McIntyre advised that he and his wife, Lorraine, both retired from teaching a year ago. He stated that his wife taught at Unit 5 for a number of years. Mr. McIntyre indicated that they have three children, as follows:

- Daughter, Amy K. McIntyre-Herman received a B.S. at St. Mary's/Notre Dame; she is a Television Advertising Executive who lives in Chicago, Illinois; she has two children.
- Daughter, Kelly E. Muller received a B.S. from the University of Iowa; she is a Middle School Counselor, with two children and she resides in Charlotte, North Carolina.
- Son, Evan A. McIntyre received a B.S. from Purdue University and is a Claims Negotiator for State Farm Insurance in Winter Haven, Florida.

Mr. McIntyre noted that he was elected and served two times on the County Board. He pointed out that, when the County Board reorganized, the Board went from 27 members to 20 members. At that time, the Board members drew lots and Mr. McIntyre served only two years in his second term. Mr. McIntyre stated that he decided not to run for a third term as he was busy raising his family. He indicated that, now that he is retired, he has more time to devote as a Board member.

Mr. McIntyre stated that his tenure on the County Board was an experience that he enjoyed. He noted that he had many mentors and associates on the Board, including Mr. John Stevens, Mr. Duffy Bass, Mr. Evan Evans, Mr. Paul Segobiano and Mr. Gary Riss, former Chairman of the County Board. Mr. McIntyre indicated that he was encouraged to run for the Board the first time by Mr. Dale Dean, Rick Dean's uncle. Mr. McIntyre indicated that he served as Chairman of the Health Services Committee during his tenure as a member of the County Board.

Mr. McIntyre shared some philosophies he learned over the years as a Board member, including:

- There are always two sides to every issue and you cannot form an opinion without looking at both sides;
- You must be a good listener to both sides of every issue;
- You must listen to your constituents because you are a representative for your constituents and not just for yourself.
- County Administrators are a good resource for guidance;
- No decision made by governing bodies is 100% correct; sometimes issues need to be readjusted as time goes on;
- The more prepared you are, the better chance you have of making the correct decision on an issue;
- It is necessary to make concessions occasionally;
- It is necessary to vote the facts and not just your emotions;
- Discussion and debate are part of the system and personal grudges should have no part in making decisions;

Mr. McIntyre thanked the Committee and noted that he appreciated the opportunity to speak today. He pledged his support to the County Board.

Chairman Sorensen asked if there were any questions or comments. Hearing none, he thanked Mr. McIntyre.

Chairman Sorensen stated that he will invite all of the members of the McLean County Board to review the resumes prior to the Board meeting and provide feedback to him before he makes his decision.

Mr. John Zeunik, County Administrator, advised that, at the October meeting, departmental budgets under the oversight of the Executive Committee are reviewed, namely Information Technologies and the County Administrator. In November, when the other Committees bring their recommended budgets to the Executive Committee for approval, the County Board's budget will be reviewed at that time. This includes the Property Tax Levy and the other large intergovernmental revenues.

Mr. Zeunik introduced the review of the Fiscal Year 2009 Recommended Budget for the departments that are under the oversight of the Executive Committee. He noted that Mr. Craig Nelson, Director, Information Technologies, was available to answer any questions and make comments.

**Information Technologies Department 0001-0043** can be found on pages 148-152 of the FY'2008 Recommended Budget and pages 43-46 of the Summary in the Executive Committee Packet. Mr. Zeunik reported that there Revenue has decreased from \$128,858.00 in the FY'2008 Adopted Budget to \$100,992.00 in the FY'2009 Recommended Budget, which is a decrease of 21.63%.

Expenditures are \$1,753,020.00, which is an increase of 2.43% over the FY'2008 Adopted Budget.

Mr. Zeunik advised that the largest decrease in Revenue can be found in line item account 450.0011 Transfer from Other Funds, which has decreased from \$124,858.00 in the FY'2008 Adopted Budget to \$96,992.00 in the FY'2009 Recommended Budget. He explained that, in prior years, a transfer was available from the Recorder's Document Storage Fund 0137. There are no longer sufficient funds in the Recorder's Document Storage Fund to transfer funds to Information Technologies. The revenue generated by Information Technologies is transferred from the following Special Revenue Funds outside of the General Fund:

➤ From the Circuit Clerk's Court Automation Fund 0140 - (For E*Justice Support)	\$71,992.00
➤ From the County Collector's Automation Fund 0168 - (For New World Financial and DevNet Property Tax Support)	<u>\$25,000.00</u>
TOTAL:	\$96,992.00

Mr. Zeunik stated that, when the funds were available from the Recorder's Document Storage Fund, the funds went to support the County's GIS efforts.

Mr. Zeunik indicated that there is no change in the FTE Staffing level in the FY'2009 Recommended Budget.

Mr. Zeunik reported that line item account 410.0086 Reimbursement/Computer Services has been budgeted at \$4,000.00 in the FY'2009 Recommended Budget, which is the same amount approved in the FY'2008 Adopted Budget. The revenue received in this line item is primarily from services that are provided to the Health Department on a "fee for service" basis. Mr. Zeunik pointed out that if Information Technologies produces or generates a report in response to a Freedom of Information request, then Information Technologies is permitted to charge a fee for producing or generating the report.

Mr. Zeunik stated that, under Materials and Supplies, line item account 620.0002 Computer Hardware has decreased from \$26,000.00 in the FY'2008 Adopted Budget to \$19,500 in the FY'2009 Recommended Budget. This decrease is based on a review of last year's actual expenditures and the year-to-date expenditures as of the date the Recommended Budget was prepared. Mr. Zeunik noted that line item account 621.0001 Non-Major Equipment increased from \$5,237.00 to \$5,600.00. This increase is for the purchase of six staff chairs, storage shelving and filing cabinets.

Mr. Zeunik reported that, under Contractual Services, line item account 706.0001 Contract Services has increased from \$105,000.00 in the FY'2008 Adopted Budget to \$139,000.00 in the FY'2009 Recommended Budget. This line item account includes the following expenditures: \$8,000.00 for the annual maintenance expense for Geographic Information System (GIS); \$73,000.00 annual expense for DevNet Property Tax software; \$20,000.00 for E\*Justice contract work; \$18,000.00 for Disaster Recovery contract rental for off-site cage rental; and \$20,000.00 for miscellaneous Contract expenses.

Mr. Zeunik indicated that, under Capital Outlay, line item account 832.0002 Lease/Purchase – Office Equipment includes funding for the principal amount of the lease/purchase expense for the digital Copier. Line item account 833.0002 Purchase Computer Equipment includes funding for the following capital equipment purchases: computer workstations; wireless laptop computers - \$76,000.00; GPS device for the department - \$6,500.00. Line item account 850.0001 Capitalized assets includes funding for Core Switch - \$75,000.00; and Storage Area Network device for Disaster Recovery cage - \$40,000.00.

Motion by Segobiano/Owens to recommend tentative approval of the Information Services Department (0001-0043) FY'2009 Recommended Budget as submitted.

Motion carried.

**County Administrator's Office 0001-0002** can be found on pages 8-9 of the FY'2009 Recommended Budget and pages 47-49 of the Summary. Mr. Zeunik reported that the total expenses are \$559,273.00, which represents a 5.67% increase over FY'2008.

Mr. Zeunik reported that the significant increases in this budget are in the salary line and in the Fringe Benefit line. He explained that the position of Director of Administrative Services has been annualized in the FY'2009 Recommended Budget. Mr. Zeunik noted that this position was not budgeted for the entirety of 2008 because of the transition that occurred during FY'2008. Under the Employee Medical Life Insurance, the employer's cost for health insurance has increased from \$3,400.00 per FTE in the FY'2008 Adopted Budget to \$3,800.00 per FTE in the FY'2009 Recommended Budget.

Mr. Zeunik stated that there is no change in the staffing level in the FY'2009 Recommended Budget.

Mr. Zeunik indicated that Materials and Supplies have been budgeted at the same level as in the FY'2008 Adopted Budget. Other highlights include:

- Under Contractual Services, line item account 715.0001 Advertising/Legal Notices has increased from \$2,500.00 to \$5,000.00. This increase is based on the anticipated increase in advertising costs and job recruitment advertisements as a result of the Early Retirement Incentive Program.
- Line item account 715.0001 Dues and Membership has increased from \$2,500.00 to \$4,000.00. This increase is based on the additional dues and membership expense for the professional staff in the office (e.g. GFOA, IPELRA, NACA, ICCMA).
- Line item account 784.0001 Auditing/Accounting has decreased from \$95,000.00 to \$90,000.00. This decrease is based on the contract awarded for the County's outside audit for FY'2008 and includes the separate audit of the Circuit Clerk's Office that is required under Illinois law.

Mr. Zeunik stated that, under Capital Outlay, line item account 832.0002 Lease/Purchase Office Equipment includes funding for the lease/purchase cost for the digital copier in the County Board – County Administrator's Office.

Motion by Segobiano/Gordon to recommend tentative approval of the County Administrator's Office (0001-0002) FY'2009 Recommended Budget as submitted.

Mr. Segobiano stated that the total budget, as presented by Mr. Zeunik, shows a decrease of 2.12%. He pointed out that the Fringe Benefits increased 17.65%, which he previously discussed with Mr. Zeunik. Mr. Segobiano advised that the location of all of the specialists in McLean County has driven the cost of the County's health benefits up drastically.

Mr. Segobiano expressed his appreciation of Mr. Zeunik's effort with this budget and with the overall budget.

Chairman Sorensen called for a vote on the Motion.

Motion carried.

Chairman Sorensen presented the September 30, 2008 bills as recommended and transmitted by the County Auditor for payment. The Fund Total is \$265,747.36 and the Prepaid Total is the same.

Motion by Owens/Bostic to recommend approval of the Executive Committee bills for September 30, 2008 as presented to the Committee by the County Auditor.  
Motion carried.

Chairman Sorensen called for a motion to go into *Executive Session* to discuss a Personnel Issue.

Motion by Segobiano/Owens to Recommend the Executive Committee go into *Executive Session* at 4:58 p.m. to discuss Personnel Matters with the Committee Members and the County Administrator.  
Motion carried.

Motion by Segobiano/Owens to recommend the Executive Committee return to *Open Session* at 5:20 p.m.  
Motion carried.

Chairman Sorensen presented a request for approval of Retainer and Fee Agreement with the Law Office of Robert A. Kearney.

Motion by Segobiano/Bostic to recommend Approval of Retainer and Fee Agreement with the Law Office of Robert A. Kearney.  
Motion carried.

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There being no further business to come before the Committee, the meeting was adjourned at 5:21 p.m.

Respectfully Submitted,

Judith A. LaCasse  
Recording Secretary