

COMMITTEE REPORT

COMMITTEE: Finance, Tax & Budgets
CHAIRPERSON: Yerda Potter
DATE/TIME: October 25, 2007. 7:00 p.m.

PRESENT:

Beth Baranski
 Jody Carroll

Alan Kent
 Ron Mapes

Yerda Potter
 Marv Schultz

Other Board members:

Others: Dan Reimer, Donna Berlage, Carol Soat, Jean Dimke

MINUTES

1. Minutes

There was no quorum, so minutes could not be approved.

2. Staff Reports

- a) Treasurer's Office. Treasurer Carol Soat stated that the tax sale will be held on Monday and they hope that the number of parcels will be down to 225. She stated that there are only six buyers registered and there is a new fee of \$250.00 to register; the buyers will get that fee back after the sale as long as they make a bid. The state statute requires that buyers are registered 10 days in advance of the sale. The total value of outstanding taxes at this time is \$470,000. She is concerned that not all the taxes will sell. Soat will make the final distribution in November following the tax sale. The auditors will be present for a planning meeting on Friday, October 26. The committee discussed the tracking of grants for the audit and the detail involved in the process.
- b) Chief County Assessment Office. Chief County Assessment Officer Donna Berlage reported that the office is continuing to work on the townships. Senate Bill 17 became a law on October 1 and there have been phone calls about the conservation stewardship program. To participate in the program, a plan must be presented to the Department of Natural Resources and if the plan is accepted the property is assessed at only 5% of market value. The committee discussed educating the public about this new law and determined that Berlage and County Administrator Dan Reimer will write an article for the newspapers. There are two new exemptions for next year. Berlage attended a supervisor of assessments meeting in Springfield and reviewed the topics with the committee. The committee discussed the upcoming meeting with the township assessors on December 4 and what topics need to be discussed. There is also a reference guide available for \$25 from the Township Officials of Illinois; or it is free if they are a member of IAA. The committee discussed sticking to the deadline dates as determined in the statutes, both for the township supervisors to turn in their work and for the open space applications due on January 31.
- c) County Clerk. Marv Schultz asked where the voting machines are being stored. County Clerk Jean Dimke stated that they are at the precincts and will come back to the courthouse for maintenance following the primary election.

3. Unfinished Business

- a) FY08 Budget process report/update
 - i. Review and approve changes to various budgets as a result of new information and the completion of the budget workshop 5-step process. Reimer summarized all the actions from the budget workshop meetings for the committee. He advised the committee of how all the worksheets are linked to the summaries. Updated budget worksheets were given to the committee. Dimke stated that she would like to have carpeting put into her offices prior to getting the new desks and furniture. She has been placing money in reserve in the Capital Equipment Replacement Fund for the Clerk's election program and has built up a reserve there because she has been able to use HAVA grant funds for her needs. She would like to use some of that reserve for carpeting in her three offices as well as installing some additional flipper door cabinets. Reimer suggested creating a new activity code for her office improvements and redistributing her scheduled expenses. The activity codes that would be changed are 390, 395, and 397. This change will be placed on the County Board agenda for action with no recommendation from the committee due to lack of quorum. The next step for the budget is to put a draft budget document together to be available for review prior to the Truth in Taxation hearing. If necessary, a special Finance Committee meeting is tentatively set for 6:15 p.m. on November 13, 2007.
- b) Certificate of insurance policy. Reimer stated that this has been discussed again at the department head meeting. They would like to meet once more before moving a recommendation to the committee. A question regarding workers compensation has been submitted to the insurance agent.
- c) Budget report/update. Rich Machala is submitting a grant application for one minivan and two medium duty transit vehicles and feels confident that the county will be awarded at least one of each type of vehicle in FY08. The General Fund revenue should be increased to accommodate the receipt of the vehicles with a corresponding increase in the Social & Environmental budget for expenditure. The consensus of the committee is to place this item on the County Board agenda with an increase of \$146,000 to the budget, pending approval by Machala. The committee discussed the procedure for the Truth in Taxation hearing on November 13.

4. New Business

- a) Consideration of two resolutions to execute a deed of conveyance of the County's interest in parcels purchased on the County's behalf by tax agent Joseph Meyer. The consensus of the committee is to place these resolutions on the County Board agenda with no recommendation from the committee.

5. Other

- a) Board member concerns – none

6. Citizens' Comments

Meeting adjourned at 8:52 p.m.