FINANCE AND GOVERNMENT OPERATIONS COMMITTEE  
Wednesday, March 13, 2019

PRESENT:  D. Moore, J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard  
ABSENT:  G. Glasper  

February minutes were approved by all members present.

PURCHASE APPROVALS:

Administrative Services renews contract for #10 envelopes for various county offices, option year #3. Individual invoices to be paid by ordering department.
$5,475.00  Community Development is purchasing an Economic Development Institute Course for 3 Employees.
$7,423.80  County Clerk is purchasing (30) Microsoft Office Standard 2019 Licenses.
$16,752.00  County Clerk is purchasing (24) OKI B432dn Monochrome Printer plus 20” Extension Kit & 2nd Paper Tray.
$18,090.00  County Clerk is purchasing (30) Lenovo ThinkCentre M720s Desktop Computers.
$4,002.00  Detention Home is purchasing Onsite & On Call Medical Services, November 2018-January 2019.
$20,314.00  Facilities Management is purchasing Janitorial Supplies for a 6 month period, TO BE ORDERED AS NEEDED. Not to exceed $20,000.00.
$26,084.12  Facilities Management is purchasing Replacement Jail Kitchen Equipment.
$5,000.00  Information Technology is purchasing (4) Expand Intradyn 500GB Licensing and (4) Expand Standard Support, 1 year.
$6,281.60  Mental Health is renewing Association of Community Mental Health Authorities of Illinois Membership Dues for 2019.
$22,400.00  Sheriff is purchasing Custom Crash Reporting Interface.
$25,630.00  Sheriff/Court Security is purchasing (1) New Model Year 2019 Transit 8 Passenger Wagon.
$6,375.98  Special Service Area #1 is purchasing Annual Maintenance Agreement on 13 Stationary & 7 Portable Generators, option year #2.
$17,191.33  Special Service Area #1 is purchasing Repair to FLYGT CP 3201.180 Pump at Lift Station 12.
$9,665.00  Treasurer is purchasing Real-Time Auction Management System Services.

D. Moore inquired about the bid form and the quantities of envelopes ordered for #10 envelopes.

D. Moore inquired about the registration fee and additional travel/board expenses pertaining to the Economic Development Institute course for (3) Community Development employees. T. McRae suggested that for future trips, all expenses including travel, board, tuition, etc, be included in one amount. Mr. Chapman inquired about providing post training credentials.
D. Moore inquired about which budget the County Clerk printers were coming out of. He also inquired about which budget the County Clerk desktop computers were coming out of.

D. Moore inquired about which users will have access to the Crash Reporting Interface. Captain Decker briefly explained an informal agreement on compensation reimbursement for the total cost of this product.

D. Moore inquired if the 2019 Transit 8 Passenger Wagon is a new or replacement vehicle. This request was approved last month but due to a funding source change, is back for re-approval.

D. Moore inquired which budget the maintenance agreement is coming out of for SSA #1. He also inquired which budget line item the Lift Station pump repair is coming out of. Mr. Falk addressed these concerns.

Mr. McRae moved, seconded by Mr. Michael, to approve the purchase approvals as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.

Mr. Faccin commended Mr. Chapman on his mention of making post training credentials available. He also noted that training should stay as local and as cost conscious as possible.

There was discussion on the capability of uploading certificates into the training module of the Paycom system.

**PURCHASING RESOLUTIONS:**

1. Resolution to Purchase One New Model Year 2019 Ford F150 4x4, 6’6 Bed, Super Cap Truck for the Coroner.
2. Resolution to Purchase Professional Services: Medical Care at the Madison County Detention Home for One (1) Year.
3. Resolution to Award a Contract for Janitorial Supplies for a Six (6) Month Period for the Madison County Jail.
4. Resolution to Purchase a Four (4) Year Renewal of Regional Microwave Network Maintenance for the Sheriff.

*The Resolution to Extend Professional Services: Network Administrator Services and the Resolution to Award Contract for Lawn Care Services were pulled from the agenda.

D. Michael inquired about the 2019 Ford F150 resolution for the Coroner. There was discussion on the needs for this vehicle and whether it is essential or not.

D. Moore inquired about which budget line the (1) Year of Medical Care for the Detention Home is coming from.

Mr. Michael moved, seconded by Mr. McRae, to approve the purchase resolutions as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.


Mr. Michael moved, seconded by Mr. Pollard, to approve the Claims and Transfer Report as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.
REFUNDS:

$69.65 Refund issued from Animal Control to 5 individuals for overpayments on registration fees.
$262.00 Refund issued from Health Department to 2 individuals for overpayments.

Mr. McRae moved, seconded by Mr. Michael, to approve the refunds as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.

MOTEL TAX:

Months collected: November 2018-January 2019

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total amount collected</td>
<td>$1,149.56</td>
</tr>
<tr>
<td>5% Admin Withheld</td>
<td>$57.48</td>
</tr>
<tr>
<td>Amount to be Distributed</td>
<td>$1,092.08</td>
</tr>
<tr>
<td>Amount to Greater Alton/Twin Rivers Bureau</td>
<td>$546.04</td>
</tr>
<tr>
<td>Amount to SW IL Tourism Bureau</td>
<td>$546.04</td>
</tr>
</tbody>
</table>

Mr. Michael moved, seconded by Mr. McRae, to approve the motel tax as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.

IMMEDIATE EMERGENCY APPROPRIATIONS:

1. Immediate Emergency Appropriation – 2019 Health Department IL Tobacco Free Program

   Mr. Michael moved, seconded by Mr. McRae, to approve the Emergency Appropriation as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.

2. Immediate Emergency Appropriation – Resolution to amend FY2019 Host Fee Grants Budget and Approve Grant to the City of Wood River for a Combined Sewer Overflow Project.

D. Moore inquired if the Host Fee fund should be increased or decreased. J Zoelzer addressed his concern by saying the budget will be increased by $100,000.00 to cover this grant.

   Mr. Pollard moved, seconded by Mr. McRae, to approve the Emergency Appropriation as presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.

MONTHLY BUDGET REPORTS:

The monthly budget reports was presented to the committee.

D. Moore voiced his concerns about various budget line items that are red in color, making them appear to be over budget. J. Zoelzer addressed his concern by explaining that an average is taken and then annualized. She said there are certain expenditures that occur in the beginning of the year that are projected out which results in an appearance of being over budget. Ms. Zoelzer gave an example of fluctuating utilities and how
they will eventually even each other out. Mr. Moore goes on to inquire about how the report is in red particularly under the payroll section. He asked that department heads, elected officials and the auditor put more income/salary details in the line items. Mr. Faccin spoke on behalf of Elected Officials that none, to his knowledge, have gone over budget. Mr. Chapman notes that a department that appears to be within budget does not mean that money is being spent appropriately. Please refer to the audio for the full discussion.

SAFETY AND RISK MANAGEMENT:

A. Schoeberle presented the following resolution:


   Mr. McRae moved, seconded by Mr. Goggin, to approve the resolution presented. The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.

A. Schoeberle provided a Quarterly Report of payments above $5,000.00 and a Quarterly Report of Open Liability Claims.

There was discussion on the number of claims and how this number compares to last year.

NEW BUSINESS:

Mr. Chapman spoke about a Facilities Subcommittee, including C. Hankins and himself. Their goal is to identify cost savings and potential divestitures. He spoke about the Wood River and Hillsboro locations noting the pros and cons of each. Mr. Chapman goes on to speak about space utilization in the Administration Building and the Court House.

Mr. Moore spoke to the committee about hiring a graduate SIUE student to do a study and develop a merit pay system for Madison County nonunionized personnel. Mr. Moore said the student would also potentially develop a training program for department heads. This would cost $15,000. Discussion was held among the committee.

   Mr. McRae moved, seconded by Mr. Trucano to move into Executive Session to Discuss Recommended Actions Related to Pending/Ongoing Litigation IAW 5 ILCS 120/2(c) (11). The ayes and nays being called on the motion to approve resulted in a vote as follows: AYES: J. Goggin, D. Michael, L. Trucano, T. McRae, R. Pollard NAYS: None.

Mr. Michael moved, seconded by Mr. Pollard to adjourn the meeting.

/mds