

FINANCE AND AUDIT COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road
Woodstock IL 60098

MINUTES OF TUESDAY, JANUARY 8, 2008

Committee Chairman Marc Munaretto called the meeting to order at 9:30 a.m. The following Committee Members were present: Marc Munaretto; Marie Chmiel; Tina Hill; Lyn Orphal; and Barbara Wheeler. Mr. Ryan arrived at 9:35 a.m. John Hammerand was absent. Also in attendance: Ralph Sarbaugh, Associate County Administrator – Finance; John Labaj, Deputy County Administrator; Peter Austin, County Administrator; Pam Palmer, Auditor; interested public; and the press.

Marc Munaretto, Chairman	
Marie M. Chmiel	John Hammerand
Tina Hill	Lyn Orphal
Daniel P. Ryan	Barbara Wheeler

MINUTES

Ms. Hill made a motion, seconded by Ms. Wheeler, to recommend approval of the December 11, 2007 committee minutes. The minutes were approved as submitted with a unanimous voice vote of all ayes.

PUBLIC COMMENT: None

PRESENTATION: None

NEW BUSINESS

Resolution authorizing a cost of living adjustment to the State's Attorney's salary and an emergency appropriation in the State's Attorney's FY 08 budget and Resolution authorizing an adjustment to the Public Defender's annual salary and an emergency appropriation in the Public Defender's FY 08 budget : Ms. Hill made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution authorizing a cost of living adjustment to the State's Attorney's salary and an emergency appropriation in the State's Attorney's FY 08 budget and a Resolution authorizing an adjustment to the Public Defender's annual salary and an emergency appropriation in the Public Defender's FY 08 budget. After a brief discussion, a roll call vote was taken. The motion carried with all members present voting aye (Wheeler, Chmiel, Orphal, Hill and Munaretto).

Resolution authorizing participation in the USGS Joint County Aerial Project 2008: Ms. Orphal made a motion, seconded by Ms. Wheeler, to recommend the County Board approve a Resolution authorizing participation in the USGS Joint County Aerial Project 2008. This is a project that will be done jointly with Cook, Lake, DuPage, Kane and Will counties. It is anticipated that the final costs will be much lower than \$160,000. On a roll call vote, the motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

Resolution authorizing participation in the Illinois Department of Natural Resources Joint County Lidar Project 2008: Ms. Wheeler made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution authorizing participation in the Illinois Department of Natural Resources Joint County Lidar Project 2008. On a roll call vote, the motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

Resolution authorizing a budget line item transfer to the Senior Services Grant Fund FY 07 budget: Ms. Hill made a motion, seconded by Ms. Wheeler, to recommend the County Board approve a Resolution authorizing a budget line item transfer to the Senior Services Grant Fund FY 07 budget. Mr. Labaj explained the Resolution will provide for an over-ride to the budget for 07 to pay grant dollars. The cut-off date will happen before it goes to the County Board on the 15th. It was noted that the problem should be resolved for 2008. After discussion, a roll call vote was called. The motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

Resolution authorizing a budget line item transfer in the Non-Departmental FY 07 budget: Ms. Hill made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the Non-Departmental FY 07 budget. This will address year-end closeouts. On a roll call vote, the motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

Resolution authorizing a budget line item transfer in the Valley-Hi Nursing Home FY 08 budget: Ms. Orphal made a motion, seconded by Ms. Chmiel, to recommend the County Board approve a Resolution authorizing a

budget line item transfer in the Valley-Hi Nursing Home FY 08 budget. Mr. Sarbaugh explained that this Resolution is to correct an error that occurred during the budget process, at which time Andy Frain Services fell under supplemental requests. Due to a reduction in hours the costs have been reduced to \$15,000. On a roll call vote, the motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

Resolution authorizing a budget line item transfer in the Valley-Hi Nursing Home FY 07 budget: Ms. Orphal made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the Valley-Hi Nursing Home FY 07 budget. On a roll call vote, the motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

Resolution Identifying Work Contracts to Installment Purchase Agreements: Ms. Wheeler made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution Identifying Work Contracts to Installment Purchase Agreements. On a roll call vote, the motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

Resolution Identifying Work Contracts to Installment Purchase Agreements: Ms. Hill made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution Identifying Work Contracts to Installment Purchase Agreements. On a roll call vote, the motion carried with all members present voting aye (Hill, Orphal, Chmiel, Wheeler, Ryan and Munaretto).

OLD BUSINESS: None

REPORTS TO COMMITTEE

Auditor's Report: The Department is in "audit mode." Ms. Palmer reported that the GFOA Award will be presented at the next Board meeting. Accruals will be coming forward at a February meeting.

Contingency Reports: The Statement of Activity for FY 06-07 was distributed to members.

Chairman Munaretto stated that he had a recent conversation with the Economic Development Corporation (EDC) and they had requested clarification as to how to best address requests from County Board members. The EDC wants to ensure they respond and engage their resources appropriately. Chairman Munaretto noted that such requests should come through the liaison member if possible. Ms. Hill agreed stating that such requests could come to the Committee and the Committee could direct the liaison to take whatever action is necessary to move the request forward. Mr. Austin asked if it would make sense with smaller requests. Chairman Munaretto noted that a small request can blossom into something larger and procedures should be followed for all requests, even if they are done just by a phone call to the liaison member. Such items can be done informally at the meeting through committee consensus, with no formal resolution necessary. Chairman Munaretto stated he will review the procedure with EDC.

Members noted that sometimes confusion arises with Imagine McHenry County and the EDC, noting that Imagine McHenry County is separate from the EDC although EDC staff is used to do some administrative work for Imagine McHenry County. In addition, the Planning and Development Committee is the liaison Committee for Imagine McHenry County.

Chairman Munaretto stated that the Committee may recall that two of our bond insurance companies are no longer triple rated. He noted that there may be an opportunity to buy back some bond portfolios and replace them at a lower rate. He reported that Eric Anderson is keeping a close eye on the situation.

EXECUTIVE SESSION: None.

ADJOURNMENT

Noting no further business, Ms. Orphal made a motion, seconded by Mr. Ryan, to adjourn the meeting at 10:11 a.m. The motion carried with a unanimous voice vote.

* * * * *

RECOMMENDED FOR BOARD ACTION:

Resolution authorizing a cost of living adjustment to the State's Attorney's salary and an emergency appropriation in the State's Attorney's FY 08 budget

Resolution authorizing an adjustment to the Public Defender's annual salary and an emergency appropriation in the Public Defender's FY 08 budget

Resolution authorizing participation in the USGS Joint County Aerial Project 2008

Resolution authorizing participation in the Illinois Department of Natural Resources Joint County Lidar Project 2008

Resolution authorizing a budget line item transfer to the Senior Services Grant Fund FY 07 budget

Resolution authorizing a budget line item transfer in the Non-Departmental FY 07 budget

Resolution authorizing a budget line item transfer in the Valley-Hi Nursing Home FY 08 budget

Resolution authorizing a budget line item transfer in the Non-Departmental FY 07 budget

Resolution Identifying Work Contracts to Installment Purchase Agreements

Resolution Identifying Work Contracts to Installment Purchase Agreements

:bjt