

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

MINUTES OF TUESDAY, APRIL 13, 2010

Committee Chair Marc Munaretto called the meeting to order at 9:30 a.m. The following Committee Members were present: Marc Munaretto; John Hammerand; Tina Hill; Lyn Orphal; Scott Breeden; Mary Donner; and Daniel Ryan. Also in attendance: John Labaj, Deputy County Administrator; Peter Austin, County Administrator; Cindy Kozlowski, Financial Analyst; Pam Palmer, Auditor; Kenneth Koehler, County Board Chairman; interested public; and press.

Marc Munaretto, Chairman	
Scott Breeden	Mary L. Donner
John Hammerand	Tina Hill
Lyn Orphal	Daniel P. Ryan

MINUTES

Ms. Donner made a motion, seconded by Mr. Ryan, to recommend approval of the minutes of the Finance & Audit Committee meeting of March 23, 2010 and the Joint Finance & Audit Committee and Human Resources Committee minutes of April 6, 2010. The minutes were approved as submitted with a unanimous voice vote of all ayes.

PUBLIC COMMENT: Mr. Cal Skinner addressed the Committee and asked that each application for TARP funding identify the owners and indicate what each owner owns.

PRESENTATION: None.

NEW BUSINESS:

Resolution authorizing allocating Recovery Zone Volume Cap and approving a project for McHenry County Sportsplex LLC for the purposes of the American Recovery and Reinvestment Tax Act of 2009. Chairman Munaretto reminded the members that this Resolution was approved by the Committee on December 27, 2009 and therefore would not need to be readopted today. He stated that the applicant has met the criteria that was established and this item can now move forward to the full County Board for consideration. He reported that the Village of Lakewood has filed for annexation and issues are moving in the right direction to move this item forward to consideration. Mr. Hammerand questioned if any additional information on ownership had been received. In response, it was noted that no additional information on ownership had been received. After discussion, the Committee agreed to place this item on the April 20, 2010 County Board agenda for consideration.

Resolution authorizing allocating Recovery Zone Volume Cap and approving a project for Equity One Development Corporation for the purposes of the American Recovery and Reinvestment Tax Act of 2009: Ms. Hill made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing allocating Recovery Zone Volume Cap and approving a project for Equity One Development Corporation for the purposes of the American Recovery and Reinvestment Tax Act of 2009. Chairman Munaretto reported that this Resolution has been reviewed by the State's Attorney and meets the criteria to allocate Volume Cap funds. After discussion, a roll call vote was called. The motion carried with six ayes (Breeden, Donner, Orphal, Ryan, Hill and Munaretto) and one nay (Hammerand).

Resolution authorizing settlement of Workers' Compensation Claim #08-3210-19: Ms. Hill made a motion, seconded by Mr. Breeden, to recommend the County Board approve a Resolution authorizing settlement of Workers' Compensation Claim #08-5100-06. Mr. Labaj reviewed the claim which involved a Health Department RN Case Manager who sustained an injury when making a home visit. Mr. Labaj explained that corrective actions have been taken and the employee has returned to full time work. After discussion, a roll call vote was called. The motion carried with all members voting aye (Breeden, Orphal, Donner, Hammerand, Hill, Ryan and Munaretto).

Resolution authorizing the collection of additional fees to finance a drug court program: Ms. Orphal made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing the collection

of additional fees to finance a drug court program. After discussion, a roll call vote was called. The motion carried with six ayes (Breedon, Donner, Orphal, Hill, Ryan and Munaretto) and one nay (Hammerand).

Resolution authorizing entering into a contract with EO Integrated Systems, Inc. for control board upgrades in the County Jail: Mr. Ryan made a motion, seconded by Mr. Breedon, to recommend the County Board approve a Resolution authorizing entering into a contract with EO Integrated Systems, Inc. for control board upgrades in the County Jail. The motion carried with all members voting aye on a roll call vote (Breedon, Donner, Orphal, Hammerand, Hill, Ryan and Munaretto).

Resolution authorizing the appointment of the Chief County Assessment Officer: Mr. Austin addressed the Committee and reviewed the recruitment and interview process that was conducted for this position. After discussion, Ms. Hill made a motion, seconded by Ms. Donner, to recommend the County Board approve a Resolution authorizing the appointment of the Chief County Assessment Officer with the correction to clarify vacation time. On a roll call vote, the motion carried with all members present voting aye (Breedon, Donner, Orphal, Ryan, Hammerand, Hill and Munaretto).

OLD BUSINESS: None.

REPORTS TO COMMITTEE:

Auditor's Report: Ms. Palmer joined the Committee and submitted the eighth part to the Auditor's Office in Action Series. She reviewed this section which addressed Grant Accounting and the procedures and processes involved when a department receives a grant. She stated that she is working with the Associate County Administrator to improve on the grant procedures and to develop an automatic method to complete forms and inventory grants. She also reported that many counties have a cost allocation plan which provides for a reimbursement of some indirect administrative costs. She would like to have the Committee discuss this possibility in the future. Chairman Munaretto stated that the Committee would keep this suggestion on their radar and asked that Ms. Palmer research costs and look at the pros and cons to this issue. Ms. Palmer also reported that the CAFR is moving forward and is ahead of schedule at this time. She also noted that she has filled the Internal Auditor position and that individual will begin work at the end of the month. She then asked the Committee if they would like to move forward with going out for bids on an outside auditor. The Committee noted that the current outside auditor has held that position for the past four years and it is time to move forward and begin the bidding process. Ms. Palmer will work with the Purchasing Department and Administration to move this issue forward.

Contingency Reports: None.

EXECUTIVE SESSION: None

ADJOURNMENT

Noting no further business, Mr. Hammerand made a motion, seconded by Mr. Breedon, to adjourn the meeting at 10:27 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

- Resolution authorizing settlement of Workers' Compensation Claim #08-3210-19
- Resolution authorizing the collection of additional fees to finance a drug court program
- Resolution authorizing entering into a contract with EO Integrated Systems, Inc for control board upgrades in the County Jail
- Resolution authorizing allocating Recovery Zone Volume Cap and approving a project for McHenry County Sportsplex LLC for the purposes of the American Recovery and Reinvestment Tax Act of 2009
- Resolution authorizing allocating Recovery Zone Volume Cap and approving a project for Equity One Development Corporation for the purposes of the American Recovery and Reinvestment Tax Act of 2009
- Resolution authorizing the appointment of the Chief County Assessment Officer