

Approved 1/09/2018

**CHAMPAIGN COUNTY BOARD
COMMITTEE OF THE WHOLE MINUTES**

**Finance; Policy, Personnel, & Appointments; Justice & Social Services
Tuesday, December 12, 2017
Lyle Shields Meeting Room**

MEMBERS PRESENT: Jack Anderson, Brad Clemmons, Lorraine Cowart, Shana Crews, Aaron Esry, Stephanie Fortado, Jim Goss, Stan Harper, Josh Hartke, Robert King, Brooks Marsh, Jim McGuire, Diane Michaels, Kyle Patterson, Patti Petrie, Jon Rector, Giraldo Rosales, Chris Stohr, Stephen Summers, James Tinsley, C. Pius Weibel

MEMBERS ABSENT: Max Mitchell

OTHERS PRESENT: Deb Busey (Interim County Administrator), John Farney (Auditor), Gordy Hulten (County Clerk), Duane Northrup (Coroner), Tami Ogden (Deputy County Administrator/Finance), Kay Rhodes (Administrative Assistant), SAK Nursing Home Management Team

CALL TO ORDER

Weibel called the meeting to order at 6:31 p.m.

ROLL CALL

Rhodes called the roll. Anderson, Clemmons, Cowart, Crews, Esry, Fortado, Goss, Harper, Hartke, King, Marsh, McGuire, Michaels, Patterson, Petrie, Rector, Rosales, Stohr, Summers, Tinsley, and Weibel were present at the time of roll call, establishing the presence of a quorum.

APPROVAL OF AGENDA/ADDENDA

MOTION by Rosales to approve the Agenda/Addenda as amended removing items IX-E:4-5 from the agenda; seconded by Hartke. **Motion carried with unanimous support.**

APPROVAL OF MINUTES

MOTION by Esry to approve the minutes of the November 14, 2017 Committee of the Whole meeting; seconded by King. **Motion carried with unanimous support.**

PUBLIC PARTICIPATION

Cathy Emanuel spoke about the Nursing Home Board of Directors. David Laker discussed the nursing home. Claudia Lennhoff discussed mental health services for the community, which are available at Rosecrance.

COMMUNICATIONS

Harper welcomed the Interim County Administrator, Deb Busey back to county government.

JUSTICE & SOCIAL SERVICES

Monthly Reports

The monthly reports and the Reentry Program Quarterly report were received and placed on file.

Other Business

There was no other business.

Chair's Report

King discussed the recent Racial Justice Task Force report and recommendations, which were presented on November 14, 2017, to the Committee of the Whole.

FINANCE

Treasurer

Monthly Report

The Treasurer's November 2017 monthly report was received and placed on file.

Cash Flow Projection Presentation

County Auditor, John Farney, presented the information on behalf of the County Treasurer. Farney stated that the nursing home's cash balance as of December 12, 2017 was \$264,493.86. The average payroll for the nursing home is \$238,071.65, reflecting a slight increase.

Farney said that the nursing home's revenue is the greatest area of concern. He pointed out that the revenue in November 2017 was down by approximately \$280,000, compared to the average for the year. However, so far revenue collected for December 2017 is approximately \$583,000, reflecting the receipt of a large insurance payment. Farney stated that the projected ending cash balance for FY2017 is a deficit of approximately \$27,000.

Farney stated that the General Fund cash balance is currently at \$4.8 million. He pointed out that the end of the year cash balance projection for the 080 Fund Only is \$4.1 million. The total amount of transfers and loans to the nursing home from the General Fund in FY2017 is over \$1.2 million.

Farney explained that the FY2018 General Corporate cash flow projections show that the areas of concern in March and April of next year with a projected fund balance of \$1.2 million.

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This amount is less than the total amount of payroll during these months and the County will need to consider loans from the Public Safety Sales Tax Fund. Loans have not been necessary for the last two years. Real estate payments will begin to replenish the fund balance starting in May 2018. Farney stated that the FY2018 Nursing Home Fund cash flow projections show a growing deficit throughout the year. Discussion followed.

MOTION by Rector to recommend County Board approval of a resolution for authorization of facsimile signatures for the Champaign County Treasurer's accounts and Champaign County Collector's accounts; seconded by Marsh. **Motion carried with unanimous support.**

MOTION by Harper to recommend County Board approval of a resolution for authorization of signatures for the Champaign County Treasurer's accounts, Champaign County Collector's accounts, and investment instruments or investment accounts; seconded by King. **Motion carried with unanimous support.**

Auditor

Monthly Report

The Auditor's November 2017 report was received and placed on file.

Nursing Home Accounts Payable Update

Farney reported that as of December 12, 2017, the nursing home's total obligations to vendors and lenders totaled \$5.1 million. This is an increase of \$451,410.06 from the previous month. For comparison, the General Corporate Fund balance on December 12, 2017 is \$4.1 million. The nursing home owes a total of \$2.1 million to its outside vendors. This is an increase of \$302,319.10 from the previous month.

The nursing home owes a total of \$2.4 million to Champaign County (various Funds). This is an increase of \$149,090.96 from the previous month. The nursing home is obligated in the form of a loan from the General Corporate Fund for \$226,802. This loan was used for boiler repair/replacement. The nursing home has not made its FY2016 debt service reimbursement to the General Corporate Fund for \$262,114 or the FY2017 Debt Service interest payment of \$21,334.99.

On August 24, 2017, the County Board authorized a loan of \$250,000 from the General Fund to Champaign County Nursing Home (Resolution No. 10097) and as of November 17, 2017, this loan is exhausted. The nursing home's debt to the County has surpassed \$2 million, and increases monthly.

Nursing Home

SAK Management presented the nursing home financial statement summary for the August through October 2017. As well as the October 2017 detailed financial report.

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Budget Amendments/Transfers

MOTION by King to recommend County Board approval of a resolution authorizing **Budget Transfer 17-00008** for Fund 080 General Corporate-Dept. 041 State's Attorney in the amount of \$3,250 to pay for temporary contractor; seconded by Rosales. **Motion carried with unanimous support.**

MOTION by Tinsley to recommend County Board approval of a resolution authorizing **Budget Transfer 17-00009** for Fund 092 Law Library-Dept. 074 Law Library in the amount of \$5,290 to cover increased book costs and the Help Desk Navigator salary; seconded by Fortado. **Motion carried with unanimous support.**

MOTION by Esry to recommend County Board approval of a resolution authorizing **Budget Amendment 17-00046** for Fund 670 County Clerk-Dept. 022 County Clerk with increased appropriations of \$1,000 with no matching revenue, to come from the fund balance for postage expenses; seconded by Cowart. **Motion carried with unanimous support.**

MOTION by King to recommend County Board approval of a resolution authorizing **Budget Amendment 17-00047** for Fund 080 General Corporate-Dept. 036 Public Defender with increased appropriations of \$1,600 and no matching revenue, to come from the fund balance to cover payout expenses for retiring long-term employee; seconded by Esry. **Motion carried with unanimous support.**

MOTION by King to recommend County Board approval of a resolution authorizing **Budget Amendment 17-00048** for Fund 080 General Corporate-Dept. 031 Circuit Court with increased appropriations of \$20,270 with no matching revenue, to come from the fund balance to cover payout to retiring employee; seconded by Harper. **Motion carried with unanimous support.**

MOTION by Harper to recommend County Board approval of a resolution authorizing **Budget Amendment 17-00049** for Fund 080 General Corporate-Dept. 042 Coroner with increased appropriations of \$22,996 and no matching revenue, to come from the fund balance for increased toxicology, autopsy, and histology expenses; seconded by King. **Motion carried with unanimous support.**

MOTION by Anderson to recommend County Board approval of a resolution authorizing **Budget Amendment 17-00050** for Fund 621 State's Attorney Drug Forfeitures-Dept. 041 State's Attorney with increased appropriations of \$5,000 and no matching revenue, to come from the fund balance for educational and training expenses; seconded by King. **Motion carried with unanimous support.**

MOTION by Cowart to recommend County Board approval of a resolution authorizing **Budget Amendment 17-00051** for Fund 679 Child Advocacy Center-Dept. 179 Child Advocacy Center with increased appropriations of \$15,000 and matching revenue from VOCA Grant funding to pay for crisis clinicians; seconded by McGuire. **Motion carried with unanimous support.**

County Administrator

FY2017 General Corporate Fund Budget Projection & Budget Change Reports

Ogden reported that the County did not receive additional budgeted property tax revenue associated with the hospital property tax exemption case. All real estate tax distributions have been received for FY2017. The County has been reimbursed from the AOIC through January 2017. Fees and Fines reflect declines in the year-to-date revenues for FY2017.

There is also a loss of revenue due to reduced leased square footage of at 1701 E. Main due to mold contamination. This is offset slightly by growth from cable TV revenue. The Debt Service reimbursement from the nursing home is not anticipated to occur in FY2017.

The reports were received and placed on file.

Job Content Evaluation Committee Recommendation

MOTION by Hartke to recommend County Board approval of a resolution authorizing an amendment to the authorized schedule of positions for the Circuit Court for the position of Executive Secretary; seconded by King. **Motion carried with unanimous support.**

Issuance of Tax Anticipation Warrants

MOTION by Petrie to recommend County Board approval of a resolution authorizing the issuance of tax anticipation warrants for the nursing home; seconded by Weibel. **Motion carried.**

Nursing Home Loans

MOTION by Petrie to recommend County Board approval of a resolution authorizing the renewal of loans to the nursing home; seconded by Rosales. **Motion carried.**

Other Business

Nursing Home Bargaining Unit Contracts

MOTION by Petrie to recommend County Board approval of a resolution authorizing an agreement between the Champaign County Board and AFSCME Council 31-Nursing Home General Unit; seconded by King. **Motion carried.**

MOTION by Petrie to recommend County Board approval of an agreement between the Champaign County Board and AFSCME Council 31-Nurse's Unit; seconded by Stohr. **Motion carried.**

Chair's Report

There was no Chair's report.

Designation of Items for the Consent Agenda

Items A3-4; D1-8 and E3; were designated for the Consent Agenda.

POLICY, PERSONNEL, & APPOINTMENTS

Appointments/Reappointments

MOTION by Weibel to recommend County Board approval of a resolution appointing Ryan Elwell of Champaign Township to the Zoning Board of Appeals, term 12/1/17-11/30/2022; seconded by Esry. **Motion carried with unanimous support.**

MOTION by Weibel to recommend County Board approval of a resolution appointing Richard Barnes to the Champaign-Urbana Mass Transit district, term 1/1/2018-12/31/2022; seconded by Rector. **Motion carried with unanimous support.**

OMNIBUS MOTION by Weibel to recommend County Board approval of resolutions appointing Susan Fowler and Thom Moore to the Mental Health Board, term 1/1/2018-12/31/2021; seconded by Stohr. **Motion carried with unanimous support.**

MOTION by Weibel to recommend County Board approval of a resolution appointing Lucas Meharry to the Pesotum Consolidated Drainage District for an unexpired term ending 8/31/2019; seconded by Patterson. **Motion carried with unanimous support.**

Rosales noted the resignation of Deb Busey from the Nursing Home Board of Directors effective November 30, 2017 due to her assumption of duties as Interim County Administrator effective December 1, 2017.

County Clerk

The November 2017 report was received and placed on file.

GIS

MOTION by King to approve the review and reevaluation of the GIS Specialist position by the Job Content Evaluation Committee; seconded by Petrie. **Motion carried with unanimous support.**

County Administrator

The November 2017 HR Report was received and placed on file.

Other Business

Appointment of County Auditor

MOTION by Weibel to recommend County Board approval of a resolution appointing Diane Michaels as County Auditor, effective 1/1/2018; seconded by Goss. **Motion carried with unanimous support.**

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Resolution to Dissolve the Nursing Home Board of Directors

MOTION by Goss to recommend County Board approval of a resolution dissolving the Nursing Home Board of Directors; seconded by Rector. **Motion failed with a roll call vote of 9-12.** Marsh, McGuire, Michaels, Rector, Anderson, Clemmons, Esry, Goss, and Harper voted in favor of the motion. King, Patterson, Petrie, Rosales, Stohr, Summers, Tinsley, Weibel, Cowart, Crews, Fortado, and Hartke against it.

Economic Development Corporation Appointment

MOTION by Weibel to recommend County Board approval of a resolution appointing Max Mitchell as the County Board liaison to the Economic Development Corporation; seconded by Hartke. **Motion carried with unanimous support.**

Illinois Bicentennial Celebration

MOTION by Petrie to recommend County Board approval of a resolution endorsing the Illinois Bicentennial Celebration; seconded by Anderson. **Motion carried with unanimous support.**

Chair's Report

Rosales noted that there were no County Board appointments expiring in January 2018.

Designation of Items to be Placed on the Consent Agenda

Items A1-5; E1; E3; and E6 were designated for the Consent Agenda.

OTHER BUSINESS

County Executive Transition Committee

MOTION by Anderson to recommend County Board approval of a resolution to establish a County Executive Style of Government Transition Committee, members to be determined at County Board meeting; seconded by Michaels. **Motion carried with unanimous support.**

ADJOURNMENT

Chair Weibel adjourned the meeting at 8:39 p.m.

Respectfully submitted,

Kay Rhodes,
Administrative Assistant

Please note the minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.