

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

MINUTES OF TUESDAY, JANUARY 6, 2009

Committee Chairman Marc Munaretto called the meeting to order at 8:15 a.m. The following Committee Members were present: Marc Munaretto; Lyn Orphal, Tina Hill, Scott Breeden and Daniel Ryan. Barbara Wheeler arrived at 8:29 a.m. John Hammerand was absent. Also in attendance: John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator – Finance; and Peter Austin, County Administrator; Sandy Lewis and Jane Wacker, Mental Health Board; Pam Palmer, Auditor; and Adam Lehman, Administrative Intern.

Marc Munaretto, Chairman	
Scott Breeden	John Hammerand
Tina Hill	Lyn Orphal
Daniel P. Ryan	Barbara Wheeler

MINUTES

Ms. Hill made a motion, seconded by Ms. Orphal, to recommend approval of the December 9, 2008 Finance and Audit 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 budget line item transfer in the FY 08 budgets between General Fund Departments – Court Services and Court Administration: Mr. Ryan made a motion, seconded by Mr. Breeden, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the FY 08 budget between General Fund Departments – Court Services and Court Administration. Mr. Sarbaugh explained that this Resolution provides for a year-end clean-up of the account, as will the other Resolutions being considered at today's meeting. On a roll call vote, the motion carried with all members present voting aye (Ryan, Hill, Breeden, Orphal and Munaretto).

Resolution authorizing budget line item transfers from the General Fund Non-Departmental FY 08 budget to the County Clerk – Elections General Fund FY 08 budget: Mr. Breeden made a motion, seconded by Ms. Hill, to recommend the County Board approve a Resolution authorizing budget line item transfers from the General Fund Non-Departmental FY 08 budget to the County Clerk – Elections General Fund FY 08 budget. Mr. Sarbaugh noted that the 2008 election was very costly and ran-over the budget. He stated that consideration should be given to increasing the budget for the next presidential election. On a roll call vote, the motion carried with all members present voting aye (Ryan, Hill, Breeden, Orphal and Munaretto).

Resolution authorizing a budget line item transfer in the Law Library Fund FY 08 budget: Ms. Orphal made a motion, seconded by Mr. Breeden, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the Law Library Fund FY 08 budget. Mr. Sarbaugh reported that he will be meeting with new Court Administrator in February to review the budget process and procedures. On a roll call vote, the motion carried with all members present voting aye (Ryan, Hill, Breeden, Orphal and Munaretto).

Resolution authorizing a budget line item transfer in the Animal Control Project Fund FY 08 budget: Mr. Sarbaugh reported that there will be one more Resolution coming forward to do a final close-out of this account. The current Resolution is to cover the costs of installing deflectors on the roof to address air quality issues. Mr. Labaj reported that an air quality analysis was conducted to respond to two workers' compensation claims of illness caused by air quality. The analysis revealed no problem with the air-quality, but recommended installing deflectors on the roof near air intake systems to eliminate any concerns of water pooling/drainage near the intakes. Corrective action was taken. The claims are in "limbo" at this time. One worker was temporarily transferred but since has returned to their position with Animal Control. Ms. Orphal made a motion, seconded by Ms. Hill, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the Animal Control Project Fund FY 08 budget. On a roll call vote, the motion carried with all members present voting aye (Ryan, Hill, Breeden, Orphal and Munaretto).

Resolution authorizing a year end budget line item transfer in the McHenry County Mental Health Board FY 08 budget: Mr. Breeden made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing a year end budget line item transfer in the McHenry County Mental Health Board FY 08 budget. On a roll call vote, the motion carried with all members present voting aye (Ryan, Hill, Breeden, Orphal and Munaretto).

Resolution authorizing an emergency appropriation to the jail build-out project fund 2008 budget to allow for the transfer of remaining funds to be used towards future debt payments on the jail build-out debt: Ms. Orphal made a motion, seconded by Mr. Ryan, to recommend the County Board approve a Resolution authorizing an emergency appropriation to the jail build-out project fund 2008 budget to allow for the transfer of remaining funds to be used towards future debt payments on the jail build-out debt. On a roll call vote, the motion carried with all members present voting aye (Ryan, Hill, Breeden, Orphal and Munaretto).

Resolution authorizing an emergency appropriation to the County Courts and related services facility project fund FY 08 budget: Ms. Hill made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution authorizing an emergency appropriation to the County Courts and related services facility project fund FY 08 budget. On a roll call vote, the motion carried with all members present voting aye (Ryan, Hill, Breeden, Orphal and Munaretto).

Mr. Sarbaugh reported that another budget issue has been brought to his attention from the Coroner. The Coroner is \$500 short in the 08 expenditure budget due to the increase in autopsies. He asked for the Committee's direction to move forward to cover these costs with a budget line item transfer from Administration. Members discussed this issue and directed Mr. Sarbaugh to take action as necessary to address this 08 short-fall in the Coroner's budget.

OLD BUSINESS: None

REPORTS TO COMMITTEE:

Auditor: Ms. Palmer reported that the outside auditor has begun their preliminary review and will return in February to continue their work. A representative will address the Committee in February to provide an update to their work being conducted.

Ms. Wheeler arrived at 8:29 am.

Contingency: No report.

Ms. Hill noted that Ms. Lewis has been with the Mental Health Board for the past 3.5 years and during that time she has taken steps to bring the Board together under the County's personnel policies and has attended committee meetings. Ms. Hill stated she appreciates Ms. Lewis' cooperative efforts. Chairman Munaretto agreed and added that such cooperation allows the County to manage funds better.

Ms. Lewis reported that due to the State's problems in paying bills in a timely manner, the Board has had to provide funds to various agencies. She noted that some agencies have not been paid since July and this seems to be a growing trend with the State. Prior to agencies coming to the Board they must first go out on their own for a line of credit and this has caused an increase in funding needs and a decrease in services. She stated that it is her understanding that the State recently released some funds at the end of December.

EXECUTIVE SESSION: None.

ADJOURNMENT

Noting no further business, Ms. Orphal made a motion, seconded by Mr. Ryan, to adjourn the meeting at 8:34 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

Resolution authorizing a budget line item transfer in the FY 08 budget between General Fund Departments – Court Services and Court Administration

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Resolution authorizing budget line item transfers from the General Fund Non-Departmental FY 08 budget to the County Clerk – Elections General Fund FY 08 budget

Resolution authorizing a budget line item transfer in the Law Library Fund FY 08 budget

Resolution authorizing a budget line item transfer in the Animal Control Project Fund FY 08 budget

Resolution authorizing a year end budget line item transfer in the McHenry County Mental Health Board FY 08 budget

Resolution authorizing an emergency appropriation to the jail build-out project fund 2008 budget to allow for the transfer of remaining funds to be used towards future debt payments on the jail build-out debt

Resolution authorizing an emergency appropriation to the County Courts and related services facility project fund FY 08 budget

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