

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

MINUTES OF THURSDAY, JANUARY 15, 2009

At 8:29 a.m., Committee Chairman Marc Munaretto announced that with the absence of four (4) members a quorum was not present. Members absent were: Scott Breeden, Mary Donner, John Hammerand, Tina Hill and Lyn Orphal. Members present: Chairman Munaretto and Dan Ryan. Also in attendance: John Labaj, Deputy County Administrator; Ralph Sarbaugh, Associate County Administrator – Finance; and Peter Austin, County Administrator; Sandy Lewis, Mental Health Board; Pam Palmer, Auditor; Adam Lehman, Administrative Intern; Donna Mayberry, Supervisor of Assessments; John Hadley, Facilities Management; and press.

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

With the lack of a quorum, Chairman Munaretto noted that no action would be taken at today's meeting. He then asked Ms. Mayberry to provide an update to the tax bill assessment hearings.

Ms. Mayberry reported that her office has been swamped with having received over 2,300 appeals. Each appeal's hearing takes a minimum of 15 minutes with many going longer, even up to two days. She reviewed the scheduling process for hearings in which 5 hearing can typically be conducted in a half of day. She stated the goal in the past has been to have all hearings completed by February 14<sup>th</sup>, however this year the aim is to complete hearings by March 10<sup>th</sup>. This will put the tax cycle behind at least one month. Chairman Munaretto asked if it would be possible to reach out to surrounding counties to get hearing officers. Ms. Mayberry responded that the hearing officer must be a resident of the county. She also noted that Township Assessors are assisting through a correction process. Chairman Munaretto stated that it would then be fair to say that the tax bills will not be mailed out in May. Ms. Mayberry stated that once the hearings are closed on March 10<sup>th</sup>, it will be another week to do balances and abstracts. Chairman Munaretto thanked Ms. Mayberry for her report.

Chairman Munaretto stated that on the next two Finance and Audit Committee agendas he would like to include a discussion of a two-year work plan for the Committee. He would like members to think about what things they would like the Committee to get involved in over and above the normal responsibilities. He stated two items to consider would be (1) Training and (2) GASB 45. Under training, the Committee would invest time in government financing and how it works. GASB 45 would address issues included in the previous power point presentation that was made to the County Board on September 2, 2008. Mr. Sarbaugh suggested looking at operating costs, projects scheduled for the year, review maintenance contracts and how to prioritize some of these items. Chairman Munaretto also noted that the Committee should consider where we are during times of financial stress. He suggested looking at the Valley Hi loan and the long-term benefit of defeasance of that loan. The jail project should also be reviewed and examined as a possible enterprise fund. Chairman Munaretto noted that his membership on the Valley Hi Committee will offer a good connection between the Committees. He also noted that he would like to have some kind of presence with the P & D Committee to provide a heightened awareness of the projects.

Mr. Austin stated that he would share and review expenses and projects at a department head / elected officials meeting. He also noted that he would be attending a meeting tomorrow to prepare and discuss how the stimulus dollars will be dispersed. The initial thought is to use the McHenry County Council of Mayors and CMAP as a tool to help in distribution. Chairman Munaretto stated the Committee will look forward to Mr. Austin's report on this meeting. He stated that everyone is excited about receiving something but they should also be aware of the long-term consequences.

Mr. Sarbaugh asked permission to transfer funds back to the General Fund to repay the General Fund for the Klehm property. Chairman Munaretto directed Mr. Sarbaugh to make this transfer as requested.

Chairman Munaretto announced that the Finance and Audit Committee would meet on Tuesday, January 20, 2009 at 4pm to consider and act on agenda items from today's meeting that could not be considered due to the lack of a quorum.

Mr. Sarbaugh stated he would be coming forth with another Resolution to close out FY 08 and asked if the Auditor could have permission to override the budget currently to close FY 08 in anticipation of the Resolution that would come forward to the Committee on January 27, 2009. Chairman Munaretto stated the Auditor could move forward as requested.

Chairman Munaretto reported that he will be meeting with Sandy Lewis of the Mental Health Board on January 22, 2009 to discuss Mental Health Board debt and what part we need to account for as part of the County's overall debt.

Mr. Sarbaugh provided an updated Sales Tax Report.

Ms. Palmer reviewed what is being done within the Auditor's Department and goals they are working on.

The meeting concluded at 9:14 am.

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