

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

MINUTES OF TUESDAY, JUNE 2, 2009

Committee Chair Marc Munaretto called the meeting to order at 8:30 a.m. The following Committee Members were present: Marc Munaretto; Tina Hill; Lyn Orphal; Scott Breeden; Mary Donner; John Hammerand; and Daniel Ryan. Also in attendance: John Labaj, Deputy County Administrator; Peter Austin, County Administrator; Ralph Sarbaugh, Associate County Administrator – Finance; Cindy Kozlowski, Financial Analyst; Pat McNulty, Health Department; Pam Palmer, Auditor; interested public; and press.

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

MINUTES

Ms. Orphal made a motion, seconded by Mr. Breeden, to recommend approval of the Finance & Audit Committee minutes of May 12, 2009. The minutes were approved as submitted with a unanimous voice vote of all ayes.

PUBLIC COMMENT: None

PRESENTATION: None

NEW BUSINESS:

Resolution accepting the IEPA Solid Waste Enforcement Grant: Mr. Ryan made a motion, seconded by Mr. Breeden, to recommend the County Board approve a Resolution accepting the IEPA Solid Waste Enforcement Grant. Mr. McNulty noted this grant has been received for a number of years and helps pay for work completed within the Health Department for the Solid Waste program. It finances a part-time position and allows the Department to enforce IEPA requirements for solid waste issues. After discussion, a roll call vote was called. The motion carried with all members present voting aye (Ryan, Orphal, Hill, Donner, Hammerand, Breeden and Munaretto).

Resolution authorizing the approval of a formal budget process for FY 09/10: Ms. Hill made a motion, seconded by Ms. Orphal, to recommend the County Board approve a Resolution authorizing the approval of a formal budget process for FY 09/10. Mr. Sarbaugh provided a summary to the budget process which has worked well over the past few years. Department Heads and Elected Officials are comfortable with the process. Mr. Austin stated that the current process remains the same as previous years with the addition of procedures addressing stimulus dollars. He stated that a Committee of the Whole (COW) is being planned for Tuesday, June 16, 2009 just prior to the County Board meeting to discuss the budget process with the full board. Mr. Sarbaugh also reported that a Budget Advisory meeting recently took place with all Department Heads and Elected Officials being invited to take part. He stated that budget kick-off meetings begin this week. All Departments are being asked to look within their own departments to see where savings can be made. Savings will be tracked and the plan is to eventually make departments whole again before adding new programs. Ms. Donner stated that making a department whole again is okay as long as a new necessary program that needs to be implemented is not over looked. Mr. Austin stated that all issues will be taken into consideration and the County will be thoughtful about each request. Mr. Hammerand stated that all statutory requirements must be kept in mind. Mr. Ryan stated that before funds are put back the need must be re-evaluated. Ms. Hill stated in the past concerns have been raised by Committee Chairs as to how to address supplemental request. She asked how such concerns will be addressed during the process this year. Mr. Austin stated that the current process works well and the procedures will be reviewed during the COW on 6/16/09. Chairman Munaretto stated that there was some confusion last year and the supplemental process needs to be fully explained to all Committee Chairs. He stated the biggest concern this year is the lack of funds for supplemental requests. He noted that the budget is currently one million dollars short in revenue versus expected expenses. He stated that a standing committee should review supplemental requests and make any recommendations to administration for consideration. With no further discussion, a roll call vote was taken. The motion carried with all members present voting aye (Ryan, Orphal, Hill, Donner, Hammerand, Breeden and Munaretto).

FINANCE AND AUDIT COMMITTEE

Minutes of Tuesday, June 2, 2009

Page: 2

Chairman Munaretto asked if everyone received his recent e-mail regarding the American Recovery and Reinvestment Tax Act of 2009. He stated that the County has the opportunity to designate all or a portion of the County as a Recovery Zone as part of this Act. On June 9th, the Finance & Audit Committee will hold a public hearing relative to this issue and a Resolution will be presented for consideration by the Committee. He asked that members review this information which will be discussed further at the June 9th meeting.

Chairman Munaretto reported that he will be on vacation on June 23rd and will not be available to meet with the Committee. Mr. Austin also noted he would be out of town on the 23rd. Ms. Palmer noted that Virchow Krause is planning to meet with the Committee on the 23rd.

Ms. Hill stated she recently received a phone call from a Harvard resident who raised concerns with the McHenry County Conservation District construction of a bike path. She referred the caller to a District 6 representative.

OLD BUSINESS: None

REPORTS TO COMMITTEE:

Auditor: Ms. Palmer reported that the Comprehensive Annual Financial Report (CAFR) has been completed and copied in-house. This report along with the Popular Annual Financial Report will be put in member's boxes. She asked that members bring these documents to the June 9th meeting for discussion.

EXECUTIVE SESSION: None.

ADJOURNMENT

Noting no further business, Ms. Hill made a motion, seconded by Ms. Orphal, to adjourn the meeting at 8:55 a.m. The motion carried with a unanimous voice vote.

* * * * *

RECOMMENDED FOR BOARD ACTION:

- Resolution accepting the IEPA Solid Waste Enforcement Grant
- Resolution authorizing the approval of a formal budget process for FY 09/10

:bjt