

PUBLIC SERVICE COMMITTEE

March 6, 2013

10:00 A.M.

PRESENT: Coatney, Pomatto, Kiel, Starr, Tranter, Zirkelbach, Sheriff Albrecht, CFO Springer, County Board Chairman Dragovich, Anne Boehm, Lee Lobue, Brad Targhetta, Jono Verticchio, Circuit Clerk-Mike Mathis, Jeanette Baker, David Boente, Bill Armstrong.

AGENDA:

- 1) Tax Assessment & Collection Budget
- 2) Budget Review
- 3) USDA Grant
- 4) Landfill Sale
- 5) Architectural Proposals for Courthouse Project

The meeting was called to order by Committee Chairman Coatney at 10:00 a.m.

Item # 1 Tax Assessment & Collection Budget

- County Treasurer Boehm reviewed the Tax Assessment and Collection Budget; she explained to the committee that she is requesting \$16,000.00 to be able to finish out this fiscal year. Boehm stated that she also has \$3,000.00 in left over bills that need to be paid. Boehm stated that she can transfer \$15,000.00 from Tax Sale & Error/Interest Fund but would still need an additional \$1,000.00 from the Tax Assessment and another \$3,000.00 for outstanding bills.

Motion made by Tranter and seconded by Kiel to transfer \$15,000.00 out of Tax Sale & Error/Interest Fund into the General Fund and \$5,000.00 out of General Fund and to increase her Tax Assessment & Collection General Fund Budget by \$20,000.00. All in favor, motion carried.

- County Treasurer Boehm stated that her Treasurer's budget will be fine through the rest of the year. One of the main reasons her budget is doing okay relates to the fact that she will be losing an employee which will save around \$36,000.00; she does not plan on replacing that employee prior to the end of the year.

Item # 2 Budget Reviews

- County Clerk Budget – County Clerk Duncan could not attend the meeting but sent the following report. Currently at the midway point, the County Clerk budget will have a slight shortfall due to overtime expenses for the Consolidated Election and the transition with the retirement of one employee effective June 30th, 2013. By May 1st, he stated that he would know the amount of the shortfall.

Election Budget – with the action taken last month, the Election office budget is in good shape barring any unexpected expenses.

Real Estate Stamp – This budget is also in good shape barring any unexpected expenses.

- Circuit Court Fund- Judge Deihl was unable to attend and sent the following memo: “The Circuit Court Fund will have a shortage and need a supplemental budget but I’ll have a better idea about our additional funding needs within the next 60 days. The primary reason for this shortage is that more and more people are needing court appointed counsel due to our poor local economy. This trend is occurring in nearly all downstate counties, and is expected to continue.”
- Court Automation and Law Library – funds are fine and not supplemental funds should be needed barring any unforeseen issues. Judge Deihl will plan on giving a more detailed report on the amount of money we will need to finish out the current fiscal year at the April or May meeting.
- Public Defender- Jono Verticchio reported that his budget looks good; appropriated \$224,653.00 and has spent under half with \$114,000 remaining. Verticchio stated that they are projecting a \$1,600.00 surplus. One reason their budget is looking good is they are down one attorney; it would be better to get another attorney to help alleviate some court appointed work in Judge Deihl’s office according to Verticchio.
- Probation- Lee Lobue reported that at this time he is not requesting any additional funds. His budget this year is \$357,686.00 and he has 44% remaining; he stated he will have a \$40,000 shortfall, but he can use the probation fee fund for the shortfall leaving \$13,000.00 in the Probation Fee Fund. Lobue stated that he receives \$170,000.00 from the State with the other \$187,000 coming from the county; close to half of his funding is reimbursed by the State.
- Coroner – Brad Targhetta reported that his budget is okay. He stated that last fall he reported that the pathologist he has used for many years was planning on moving, which he has done, so now the cost of autopsy has increased \$500.00.
- Circuit Clerk – Mike Mathis stated that he is looking at a \$98,300.00 shortfall. Mathis reported that one of the special funds that he has pulled from in the past will now be used increasingly for a state mandate to provide electronic filing. These electronic filing costs will amount to spending of around \$9,000.00 a month. Mathis stated that by June he will be out of county general funds. Mathis suggested that if the county board would go back to the old way of paying for insurance and salaries from the General Fund, his office would be able to stay in budget. Committee Chairman Coatney asked CFO Springer to sit down with Mathis and work on a plan and bring back to the full board at a future meeting.
- Sheriff – Don Albrecht stated that he has 38.2% remaining in his budget and he should have 48.9%. He stated that there are several factors: 50 employees, and

20 vehicles. Other variables are fuel prices, vehicles, crime, and weather. Albrecht said the current shortfall amounts to approximately \$500,000. However, Albrecht stated that he can supplement his budget with his Public Safety Fund by infusing \$250 to \$300 thousand into his General Fund which could make the shortfall closer to \$150,000 - \$200,000.

Sheriff Albrecht also noted that he has applied for federal prisoners and believes that the likelihood of this project becoming reality is good. This could bring in hundreds of thousands of dollars in revenue to the county; however, Albrecht does not anticipate the county to receive any dollars in the current fiscal year even if the federal prisoner project does, in fact, go through.

Item # 3 USDA Grant

CFO Springer updated the committee on the grant from the USDA to help with costs associated with the purchase of a squad car. Springer stated that by terms of the grant application process, we are required to have an open meeting which was advertised for at least 10 days in advance. This meeting is to allow any open comment from the public and to discuss the terms of the grant with the committee a final time before turning in the application. Springer discussed terms of the grant application with the committee. He also noted to the committee that he had just recently filed for another grant application with the Illinois Public Risk Fund for \$6,600. Springer said that if awarded, these funds would also go toward the purchase of the vehicle. If funds were awarded from both grants, more than half the cost of the vehicle could be paid for with grant funds. A question was asked regarding how the vehicle last year was paid for with grant funds – Springer said that last year, he applied for a grant with the Illinois Criminal Justice Information Authority and received a 100% grant to pay entirely for a vehicle.

Item # 4 Landfill Sale

Board member Harding spoke to the committee about a request to purchase farm ground located near the county landfill. Harding gave some background; the county acquired the landfill by virtue of a tax sale. EPA came in and spent three quarters of a million dollars rehabbing that landfill according to Harding; by virtue of that they have a lot to say as to what happens to that landfill. EPA has this locked in for 30 years. On the south end of the landfill, there is about 25-30 acres that had nothing to do with the landfill itself. Harding stated that Garnet Estates – a real estate development – has built up considerably and the developer has run out of ground to build on. There is a creek that runs on the south end of the landfill; there is 12 acres of farm ground and there is a person interested in purchasing the south end of the landfill to further develop. Harding stated that this land is landlocked; our only way to access the land is through the landfill, but EPA will not allow the hauling of any machinery over the landfill. Interest has been expressed in purchasing the land, Harding would like for the board to give CFO Springer the power to address it and talk with the interested party. Harding stated that the person interested does not want to purchase the landfill; he doesn't want the liability that would go with it.

Sheriff Albrecht asked how many acres are located on the south end. Harding stated that he is guessing 25-30 acres and that his thought is that if it is developed then we would generate a lot more revenue that we are generating from the farm land (\$650 annually).

Tranter said at the last meeting we discussed that we could not find a deed to the property. CFO Springer stated that he has talked to the County Clerk Duncan. He and Assessor Bresnan believe that if the county would like to go further with looking into a sale, it should first request a title search. Kiel stated that it would be worth looking into, taking the proper steps, seeing what we can do and pursue getting a deed, etc. Springer stated that it could cost a significant amount of money to do a full title search.

The committee discussed looking into the next steps.

MOTION: Motion made by Kiel and seconded by Tranter to allow CFO Springer to research the next step in the process and report back to the committee at a future date. Motion carried.

Item # 5 Architectural Proposals for Courthouse Project

County Board Chairman Dragovich stated that Landmarks Illinois is set to give the county a grant of \$100,000 for a courthouse project. The grant must be matched by the County. Dragovich said that the first step is we have to have an architect prepare a set of plans and specifications for the project, then put those out for bids. In order to receive the Landmarks grant we have to at least have a plan and cost by the end of April Dragovich said. Dragovich said that we need to award an architect's contract at the March meeting, have them prepare the bids and specifications by the April meeting, and award a construction contract at the May meeting. Furthermore, he said the project must be completed by the end of the year.

Chairman Dragovich prepared a comparison of the two architect's proposals and went over the comparisons with the committee. A handout with the comparisons between the two proposals was handed out to all committee members. Dragovich stated that both architects are capable of performing the work, but there are differences in the fees.

- White Borgognoni Architects, P.C. –St. Louis, MO = \$34,460.00 + 12.60% of project.
- Loyet & Associates, Inc. –Highland, IL. = \$ 14,000.00 + 7.50% of project.

Chairman Dragovich stated that it looks like a better deal with Loyet and Associates; however, he would like the committee to make a decision to award a contract.

Albrecht stated that this is a prerequisite for Landmarks Illinois to give the county the grant. It had to be a project that they could see progress when it was finished, so the committee decided to do a renovation to the North Stair Entrance which could be completed for this amount of money – around \$200,000 total. The next phased project for

the courthouse following this North Stair renovation would likely be the eliminating of any leakage and water infiltration said Coatney.

Dave Boente stated that he and Bill Armstrong with the Winning Communities group have met with some of the members of the Courthouse Renovation subcommittee and would like to attend their meetings in the future to lend their support for the overall project. Mr. Boente said they were supportive of the North Stair renovation project.

MOTION: Motion made by Kiel and seconded by Pomatto to recommend to the full board to award architectural contract to Loyet and Associates for the North Stair renovation project. Motion carried.

Committee Chairman Coatney adjourned the meeting at 11:25 a.m.