

FINANCE COMMITTEE
July 8, 2015

The monthly Finance Committee meeting was held on Wednesday, July 8, 2015 at 6:00 p.m. The meeting was held at the McDonough County Courthouse, Basement Voters Registration. Committee members present were Chairman Alice Henry, Larry Aurelio, Tony Coniglio, Travis Hiel, Clarke Kelso and County Board Chairman Scott Schwerer. Member George Dixon was absent. Other persons present were Patrick Stout, Scott Adair, Megan Cochran, Chad Lucas, County Clerk Gretchen DeJaynes and committee secretary Beth Crossett.

Chairman Henry called the meeting to order at 6:00 p.m.

Review & Approval of June 10, 2015 Minutes

Member Coniglio moved with second by Member Hiel to approve the minutes of June 10, 2015 as submitted. Motion carried on a voice vote.

Insurance Update

No report.

FY 2014 Audit

Chairman Henry introduced Chad Lucas and Megan Cochran from Sikich. Chad gave a synopsis of the FY 2014 Audit, including the Financial Report and Auditor's Communication to the County Board. The change in net position was the result of reserve in the Insurance Clearing account. The requirements for presentation (full Board) and posting on website (Financial Report & Management Letter) were reviewed. They will return for the August full Board meeting to present the final Audit reports to the Board.

Elevator Update

Maintenance Director Scott Adair distributed information from KONE concerning the elevator repair. They are unable to get the final 15" of the PVC pipe casing for the new hydraulic jack into the ground. They will need to have an outside company come and drill to complete the installation. Scott explained the problems and what is necessary to finish the project and presented the additional costs. Windy City Drilling, Inc. estimate is \$ 36, 760.00 and additional KONE costs associated with extra drilling are \$ 5,515.00 (coordination fee) and \$ 9,780.00 (KONE licensed mechanic on site during drilling). All extra cost is based on job taking 8 days and would be adjusted to time actually needed. Following discussion, Scott was directed to complete the necessary steps to get on the Windy City schedule A.S.A.P. to keep the down time to the least amount of additional time necessary.

Performance Reviews

Chairman Henry stated that this committee is responsible for performance reviews for County Board Office Administrator Crossett and Network Administrator Coulter-Bowen. It is time to complete their annual reviews. Chairman Henry proposes next month at the end of the meeting, going to executive session to jointly complete Crossett's performance evaluation and then Chairman Henry and Board Chairman Schwerer will meet with Crossett to present the review. The committee agreed. Chairman Henry will work on the process for completing the Network Administrator review.

MCPT Report Review & Approval

The monthly report for June 2015 from McDonough County Public Transportation was reviewed. Member Aurelio moved with second by Member Hiel to approve the June 2015 MCPT report in the amount of \$ 2,271.00. Motion carried on a voice vote.

Bushnell Senior Meals Report Review & Approval

The monthly report for June 2015 from the YMCA for transportation of senior meals in Bushnell was reviewed. Member Kelso moved with second by Member Aurelio to approve the June 2015 MCPT report in the amount of \$ 617.14. Motion carried on a voice vote.

Coroner Report

The monthly report for June 2015 from Coroner Jameson was reviewed.

Monthly Financial Reports

The monthly financial reports were reviewed and discussed.

Transfer of Funds

No transfers.

Transfer to Insurance Clearing

Member Hiel moved with second by Member Aurelio to move \$ 150,000.00 from Insurance Clearing to Mutual Medical to pay claims when necessary. Motion carried on a voice vote.

Approval of Claims

Member Coniglio moved with second by Member Kelso to approve the claims as submitted. Motion carried on a voice vote.

Warrants Issued in Vacation

Member Aurelio moved with second by Member Hiel to approve the Warrants Issued in Vacation. Motion carried on a voice vote.

Other

Member Aurelio moved with a second by Member Hiel that the meeting be adjourned. Motion carried on a voice vote. With no further business to discuss the meeting was adjourned at 6:42 p.m.