



Rock Island County  
1504 Third Avenue  
Rock Island, IL 61201  
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**Administration Committee Minutes  
Tuesday March 8, 2016 8:30 am**

The Administration Committee of the Rock Island County Board met at the above date and time in the Conference Room of the Administration Office on the second floor of the County Building, 1504 Third Ave, Rock Island, IL. Chair Mia Mayberry called the meeting to order at 8:30 a.m. Minutes as follows:

**1) Call to order and roll call**

Committee members present: Chair Mia Mayberry, Kai Swanson, Ginny Shelton, Nick Camlin, Drue Mielke, Jeff Deppe, Ron Oelke

Committee members absent: None

Others present: Dave Ross, Kenneth Maranda, Jerry Clyde, Sam DeYoung, Trent Vandersnick, Jerry Shirk, Darren Hart, Hayleigh Covella, Brian Gustafson

**2) Approval of the minutes from the February 9, 2016 meeting**

Motion to approve: Drue Mielke

2<sup>nd</sup>: Kai Swanson

All in favor

Motion carried: Yes

**3) Public comments**

There were no public comments.

**4) Consider approval of claims**

Motion to approve: Nick Camlin

2<sup>nd</sup>: Jeff Deppe

All in favor

Motion carried: Yes

**5) Consider approval of treasurer's disbursements (TDs)**

Motion to approve: Jeff Deppe

2<sup>nd</sup>: Nick Camlin

All in favor

Motion carried: Yes

**6) Consider transfers of appropriations**

Motion to approve: Nick Camlin

2<sup>nd</sup>: Jeff Deppe

All in favor

Motion carried: Yes

**7) Consider appropriation resolutions for funds**

Motion to approve: Kai Swanson

2<sup>nd</sup>: Nick Camlin, Ginny Shelton

All in favor

Motion carried: Yes

**8) Reports to the Committee**

**a) Condition of Funds – Ms. Palmer**

**i. State of IL Payments**

Ms. Palmer presented her report after Mr. Shirk (item 8d).

Ms. Palmer started with the trial balance/budgetary standings. She reported that we're already a quarter of the way in FY16 as of February 29<sup>th</sup>. She has no new concerns for any of the budgetary standings for the funds/departments that report to this committee. Ms. Palmer noted that she explained why 3 of them seemed to be over-budget last month and there's been no change.

On the fund balance page, Ms. Palmer drew the committee's attention to the General Fund and Liability Insurance Fund. She noted that she had said they weren't going to make any changes until the audit, but they were doing some prep work and those numbers have been adjusted slightly. She said there's only about a \$2,000 difference in the GF, but that's why the first column is a little different in those two funds. They've been making adjustments and making sure revenues and expenditures were reported in the proper FY before the auditors arrived. Ms. Palmer noted that we are still about \$72,000 higher for 2015 year-end over 2014, bringing us to a current fund balance of \$931,000, which is about double what it was last year at this same time when it was \$444,000. Ms. Palmer explained that that's due to revenues being up. She did record the catch-up from the state, so that is reflective there. Expenses are down for the first quarter by about \$100,000 than in 2015 for same period.

In Animal Control, Ms. Palmer noted that she had mentioned that a little bit and nothing's changed too much there from last month. There was a \$130,000 drop in FY15. Revenue is up and expenses are down, which is good and making up for some of that difference, but Ms. Palmer predicts that GF assistance is definitely

going to be needed. She explained that they'll have to make further adjustments if they want to become self-sufficient.

Ms. Palmer reported that Child Welfare is way down from last year at this same time. It's about \$36,000 lower, which is really good because all of that comes from the GF. The other ones down the line, Court Security, COPS, and Child Support, they've talked about over and over again and nothing is different there. Ms. Palmer noted that they do not have a predicted assistance to the COPS fund for FY16 from the GF, so she hopes they can make it through the year with the adjustment of the FICA and IMRF being paid out of those funds respectively. Ms. Palmer pointed out that it is \$70,000 higher than last year at the same time, so that's a good indication we're moving in the right direction.

On the Cash Balance page, Ms. Palmer reported the GF cash at \$221,772. As of the end of February it was \$425,000. That is a higher cash balance than last year at the same time with no loans outstanding to the GF. Ms. Palmer noted that the Law Library planned to use some of its reserves to update books and information sources. They plan to use about \$7,000 more in cash reserves over FY16, so she anticipates seeing that drop a little more. That is as planned. Ms. Palmer said that Seized and Forfeited Property is a fund that's being utilized now. They were just building that fund before so it took in revenues and didn't make any expenditures until this year, so that's why it has dropped a tiny bit.

Ms. Palmer asked the committee to please make an adjustment under #143 Court Automation Long-Term Investments. She said that they try to check these things over but it left off \$200,000 in long-term investments. That brings the cash balance to \$1,240,358.65. Ms. Palmer apologized for that.

Ms. Palmer is a little worried about the Child Support Fund even though IMRF and FICA are being paid out of another fund. Cash is down from last year and they may need some assistance from Court Document, hopefully not the GF, but she'll keep a close eye on that one. They're trying to utilize that fund in the proper manner to pay for services, but fees that come from the state are way down.

Ms. Palmer explained that the Budget by Organization report shows the standings as far as revenues and expenses per department in the GF.

Ms. Palmer referred to the State of Illinois payments report. She reminded the committee that last month, the state was playing catch up. The Assessor, Public Defender, and State's Attorney got caught up for July through December and the Probation Officer salary reimbursement got two months in. The state did play the catch-up game there. It seems like they're going month-by-month. Ms. Palmer did bring in one month of Assessor salary and part of State's Attorney's three.

She hopes the state continues to pay monthly rather than letting it go and then playing catch-up.

Motion to approve report: Ginny Shelton  
2<sup>nd</sup>: Kai Swanson  
All in favor  
Motion carried: Yes

**b) Information Systems – Mr. Davis**

Mr. Davis's report was in the packet.

**c) Public Defender – Mr. Heintz**

Mr. Heintz's report was in the packet.

**d) Emergency Management Agency – Mr. Shirk**

Mr. Shirk presented his report. He reminded the committee that April 7<sup>th</sup> is their 3<sup>rd</sup> Annual Disaster Readiness Conference in Bettendorf. He noted that they will have very good speakers. Mr. Oelke asked what disaster the conference will be talking about. Mr. Shirk said all of them. A couple of years ago they had that 100 car pileup and blizzard in Michigan and he's their keynote speaker. They have a Texas Ranger coming up to talk about the cartels and another person from Houston University to talk about infectious diseases. Mr. Clyde asked if people need to advance register. Mr. Shirk said they don't have to, but it's a 30 second registration process. Mr. Clyde asked if Mr. Shirk could send him a link so he could pass it along.

Mr. Camlin asked if Mr. Shirk is anticipating any spring flooding. Mr. Shirk said no. He got the outlook and it looks like just a little bit above normal – that's without a lot of rain. Mr. Camlin said they've got all of March.

Motion to approve report: Drue Mielke  
2<sup>nd</sup>: Ginny Shelton  
All in favor  
Motion carried: Yes

**e) Court Services – Mr. Vandersnick**

Mr. Vandersnick presented his monthly report.

Motion to approve report: Kai Swanson  
2<sup>nd</sup>: Jeff Deppe  
All in favor

Motion carried: Yes

**f) Circuit Court – Ms. Weikert**

Ms. Weikert reported that her office has been really busy this month. She thinks everyone has heard about the new e-pay and e-plea systems they announced. For those who aren't familiar, for e-plea, people can go online to plead guilty to (inaudible) traffic tickets and conservation violations. Ms. Weikert is excited about and told the committee that if they have any questions about how that program works, feel free to contact her. She noted that the more they promote that, the more increased productivity we see, along with decreased costs in printing and all those types of things. She told everyone that if they get a ticket, go online and pay it.

Ms. Mayberry asked if Ms. Weikert knew off the top of her head how much that's going to save. Ms. Weikert didn't know and said it depends on how much it's used. She thinks it will be interesting to watch. They've already seen ... from the time it was put on the website, people started hitting it right away and she hadn't even made an announcement yet. They found it on their own. Ms. Weikert explained that this is another step towards implementing e-filing and moving forward with that, which they are in the process of coordinating through their vendor. The first step is to get the presentation for the bar and to get a letter of recommendation to submit with their application to the AOIC, then there's turnaround time. She has her fingers crossed. She will definitely reach out to Ms. Mayberry when that time comes. She noted that a lot of local attorneys will want to have access to that.

Ms. Weikert reported that they're continuing with the tax intercept program. In 2015, they collected over \$162,000 and in 2016 they're already up to almost \$62,000. The state started processing those income tax returns a couple of weeks ago. Ms. Weikert anticipates they'll collect at least as much as last year. They are revamping their collection process, which means getting back with the collection agency to look at better ways of returning those collectible cases.

Mr. Oelke asked if he gets a ticket in Rock Island if the police officer tells him he can pay it online. Ms. Weikert said she hasn't had the opportunity to get handout material to the agencies yet, but that will be initiated. When that citation is distributed, there's a handout that will go along with it and they're getting that out. She noted that it all happened so quickly that they haven't gotten to that next step yet.

Motion to approve report: Ron Oelke

2<sup>nd</sup>: Jeff Deppe

All in favor

Motion carried: Yes

**g) Animal Control – Ms. DeYoung**

Ms. DeYoung presented her monthly reports.

Mr. Swanson asked if Ms. DeYoung can send something out to the Board members when the plans for the golf outing come together. Ms. DeYoung said they're coming together now and asked if what Mr. Swanson would like to know. Mr. Swanson said if he could get something electronically, it would be easier to push out. He's not a golfer, but if he had access to something, he'd be happy to promote it through Facebook or email or wherever. Ms. DeYoung explained that the golf outing is a 10 year event. They offer it first to people who participated last year and they get first dibs. When that falls through, they open it up. By May they're supposed to turn that slip in, and then on May 15<sup>th</sup> they look for other golfers. The event is June 4<sup>th</sup>. She believes they'll have Gray Wolf out there because it is their 10<sup>th</sup> year. Ms. DeYoung added that if anyone knows of anyone who has donations for prizes, golfers love prizes. They're looking for prizes and sponsors. Mr. Swanson said that when they get that open period of looking for golfers, send something out and he'd be happy to pass it along. Ms. DeYoung said that any help is definitely appreciated and that it's their largest fundraiser. Ms. Ewert asked if every part of it was open to the public and noted that Ms. DeYoung said Gray Wolf was playing. Ms. DeYoung said sure. People can buy dinner. Tickets are \$25 and she's not sure what they're serving this year. Anyone can come out and do raffles and prizes. It is a good time. People can also come at 5:00 in the morning to help set up. Mr. Swanson encouraged Ms. DeYoung to send something out to the 25 board members if she needs volunteers or for people to buy tickets for the dinner. Ms. DeYoung would love to see the Board support it. Ms. Mayberry asked when it is. Ms. DeYoung said it's the first Saturday in June. Ms. Mayberry asked where. Ms. DeYoung said Indian Bluff.

Motion to approve report: Drue Mielke

2<sup>nd</sup>: Ginny Shelton

All in favor

Motion carried: Yes

**h) Coroner – Mr. Gustafson**

Mr. Gustafson presented his monthly report.

Motion to approve report: Jeff Deppe

2<sup>nd</sup>: Kai Swanson

All in favor

Motion carried: Yes

**i) Sheriff – Captain Hart**

Captain Hart presented his monthly report.

Motion to approve report: Ron Oelke

2<sup>nd</sup>: Kai Swanson

All in favor

Motion carried: Yes

**9) Committee member opportunity for brief comments (*no decisions will be made*)**

There were no comments.

**10) Adjourn**

Motion to approve: Jeff Deppe

Meeting adjourned at 8:50 a.m. by Chair Mia Mayberry

Future scheduled meetings on April 12, May 10,  
June 14, and July 12