Call to Order
The Budget and Finance Committee met at 9:35am and was called to order by Chairman John Purcell.

Committee members present: John Purcell, Judy Gilmour, Amy Cesich and Lynn Cullick

Members Absent: Elizabeth Flowers

Kendall County employees present: John Sterrett, Scott Koster, Jill Ferko, Tom Thomas, Janet Kaiser, Stan Laken, and Andy Nicoletti

Claims Review and Approval
The Committee reviewed the claims report. Ms. Kaiser explained that two asterisks on the claims report meant that an expense was split between two line items and three asterisks meant that the expense was an ‘ABC check’. A number with one asterisk refers to the totals of a particular budget. A motion was made by Ms. Gilmour to forward the bills in the amount of $1,407,618.00 to the County Board for approval. Ms. Cullick made a second to the motion. With a voice vote of all ayes, the motion carried.

Department Head and Elected Official Comments
Jill Ferko, County Treasurer – Ms. Ferko stated that the mileage rate for 2013 will be $0.565/mile. Ms. Ferko stated that the recent audit performed on the County was more in depth than in previous years because of stricter standards throughout the state. Ms. Ferko thanked everyone for their cooperation during the audit. Ms. Ferko stated the auditor will be presenting the findings to the Finance Committee on January 10th and is trying schedule a time for a presentation either at the COW meeting or at the full County Board.

Ms. Ferko stated the Treasurer’s Office is currently working on separating out KenCom, which will be effective January 1, 2013. Ms. Ferko requested from the Committee that the entire fund from the County’s portion of the KenCom agreement for KenCom be issued in its entirety from the Treasurer’s Office in January 2013 rather than on a monthly basis throughout the year. The Committee stated that if this was to take place, it should be reviewed based on the availability of County funds to ensure that enough funds are available within the County to perform this action. It was stressed that if funds were not available at a particular time when a request such as this was made that the action not be performed. Ms. Ferko stated she would review this idea with the KenCom Executive Board for further discussion at the next KenCom Executive Board meeting. Mr. Koster explained that KenCom is intending to build a contingency fund for situations when KenCom will need to use additional money if they were to go over budget in case of emergencies. The
Committee discussed situations involving KenCom either being under or over budget. Ms. Ferko explained that KenCom will have their own finance reporting system separate from the County reports because they are part of a separate Federal ID number. The Committee requested that reports from KenCom be included with the Finance Committee. Ms. Ferko will discuss this request with KenCom.

**Scott Koster, Sheriff’s Office** – Mr. Koster explained the HIDTA (High Intensity Drug Trafficking Area) grant program and the agreement the Sheriff’s Office has with HIDTA. Mr. Koster explained why Kendall County is involved in HIDTA and how the program works. The program involves drug investigations and drug forfeitures. The grants for HIDTA are open for three years.

Mr. Koster also noted that the Sheriff’s Office recently completed working with the auditor.

**Tom Thomas, Health and Human Services** – Mr. Thomas stated that the Health Department completed working with the auditors. Mr. Thomas is anticipating two findings within the audit. One finding deals with the finances of the immunization programs. Changes have been previously made to correct this item in the future. The second finding deals with how fees are collected for services. This item is already being addressed. Mr. Thomas stated that the new director of Community Health is Rebecca Mueller.

**Other Items of Business**

**Review FY 2013 Budget and Appropriation**

Mr. Purcell reviewed the Pre-Approved Budget Report, which is printed out twice a month by the Treasurer’s Office. He explained how revenues from the General Fund are structured within the Pre-Approved Budget Report. Mr. Purcell and Ms. Ferko also provided a brief background on what each revenue line item is made up of including the property taxes, personal property replacement tax, state income taxes, local use tax, state sales tax, state compensations, and other miscellaneous fees and grants that are contributed into the General Fund.

**Actions Items for County Board** - Approval of claims in the amount of $1,407,618.00.

**Executive Session** - None

**Public Comment** - None

**Adjournment** – Ms. Cullick made a motion to adjourn, second by Ms. Cesich. All members voted aye. Meeting adjourned at 11:10 a.m.

John H. Sterrett
Recording Secretary