

TERM OF COMMISSION: December Session of the November Adjourned Term

PLACE OF MEETING: Boone County Courthouse Courtroom 1W

PRESENT WERE: Presiding Commissioner Don Stamper  
District I Commissioner Karen M. Miller  
District II Commissioner Skip Elkin  
Boone County Auditor June Pitchford  
Deputy County Clerk Shawna Victor

The budget hearing and public hearing was called to order at 11:42 a.m.

Commissioner Stamper stated this is a public hearing on the proposed 2002 Boone County budget and reviewed how this budget hearing would proceed. Anyone wishing to speak should come forward, state their name for the record and make any comments they wish. He stated this has been a challenging budget year for a variety of reasons; the slow economy and the effects of the State budget cuts on the County. A personnel study which was commissioned and found that over 100 County employees were below the minimum and needed to be brought to the minimum, there was also a mid-point salary issue with this study. The overall forecast by the Consultant to bring those employees to the mid-point of the range is approximately \$1.5 million. The Auditor brought forward a budget, which included a percentage approach to the Consultant's recommendation. The Commission last week made a decision to increase the amount by \$130,000 from the Auditor's recommendation. This should allow the County to bring the employees to the minimum salary recommendations and begin addressing the competitive salary issues.

Commissioner Stamper noted that 59% of the revenue received by the County will come from sales tax, 12% will come from intergovernmental, 11% charges for services, 2% on interest earned, 4% from the lease of Boone Hospital Center, 2% from other, and 10% from property taxes. Approximately 55-56% of every dollar spent will be for Law Enforcement and Corrections and the balance of the fund will be spent for Public Works and administrative aspects of County government.

June Pitchford, Boone County Auditor, stated that she has given the Commissioners a draft appropriation order with a schedule of the changes. She reviewed the changes that the Commissioners made to the budget. Commissioner Stamper noted that these changes are in addition to the \$34 million budget. The changes are as follows

- Fund implementation of Option 1 of the Position Classification Study
- Restore funding for the Centralia Office. Mrs. Pitchford has recommended leasing the space to generate revenue.
- Establish a County Counselor position. To her understanding, there is no support staff for the Counselor position in the proposed Budget.
- There were miscellaneous changes to the specific computer equipment

- appropriations in the Information Technology Department Budget
- The Commission expects to close on the sale of Boone Retirement Center. The estimated revenue from this sale is \$950,000.
- Various changes to the Circuit Court and Clerk budgets
- The Commission is establishing appropriations to replace seven radios for the Corrections Department budget
- The Commission is authorizing a portion of the County share of Joint Communications to be appropriated for the E911 fund instead of being pulled out of the general fund
- Rebudget item for the Planning and Building Inspections Department funding

These are the changes that Mrs. Pitchford understands that the Commission has authorized to the general fund budget.

Mrs. Pitchford stated in the Assessment fund the only changes relate to the position classification plan. The E911 fund, \$75,000 has been budgeted. In the Road and Bridge fund, the position classification plan is reflected in this budget, which is also true for the Prosecuting Attorney's Tax Collection fund, and Bad Check fund. This results in an overall net increase to governmental funds of \$143,619.00. In addition to the internal service fund and the Facilities and Grounds fund, the position classification plan is also being included and along with repairs to the Courthouse.

There was no questions regarding the Auditor's report. Commissioner Stamper noted that the Commission earlier this morning met with the County's Health Trust Chair. A decision has been made to transfer funds from the 2001 Emergency fund to assist the Health Trust Fund. The Health Trust Fund is a self-insured health fund that the County uses to cover County employees and their family members for health issues. The transfer will be in the amount of \$200,000, which will be needed because of the increases in health care. This transfer of funds will not effect the 2002 budget since it will be done with 2001 budgeted funds.

Commissioner Stamper opened the floor for a public hearing on the 2002 proposed budget as presented by the County Auditor and the changes that have been made today.

Sheriff Ted Boehm asked the Commissioners if the transfer of \$200,000 would mean the employees would not experience an increase. Commissioner Stamper stated that was incorrect and the increase is recommended by the Health Trust and adopted in the Auditor's budget. It would mean the increase to employees would be more if this transfer were not approved. Commissioner Miller stated this is moving \$200,000 from the fund balance and the carry-over balance of the emergency fund will not be the same since it is being decrease by \$200,000 from the 2001 budget. Since the Commissioners agreed to adopt Option 1 of the position classification study that is funded in the proposed budget.

Sheriff Boehm stated the increases that the employees have already been advised of for

insurance increases are still in place. Commissioner Stamper stated that was correct.

There was no one else wishing to testify and Commissioner Stamper closed the public hearing.

Commissioner Stamper stated this proposed budget takes the County to approximately \$4 million in undesignated reserves. It was his hope to discuss one additional deputy. The cost of one additional deputy would be \$71,000. He believes the undesignated reserve fund would still be above 17%, which is a recommended level, to pay for the additional deputy.

Commissioner Miller stated there is no doubt that there is a need for additional deputies, which has been a recommendation of many studies done for the County. The fund balance before the proposed transfer of funds for the Health Trust is down to less than 20%, which is the least amount it has been since she has been a Commissioner. The fund balance was around 67% during her first year and now it is less than 20%, which only shows that the County has been using the fund balance at a considerable rate. Not knowing what the economy will do, she believes that it is disconcerting to try to take another \$71,000 out of the fund balance, leaving an approximate \$3 million in the fund balance. She prefers that if the economy recovers mid-2002, that the Commission brings this issue back to the table and authorize the approval of an additional deputy. If the estimates of revenue are greater than what the Budget Officer, Mrs. Pitchford, has projected, then Commissioner Miller would feel more comfortable knowing the County's budget is slightly larger. \$1.3 million from the fund balance has been used to make the 2002 proposed budget work. This has been the tightest budget year and has frustrated many office holders and department directors. At this time, Commissioner Miller is not comfortable with approving an additional deputy but would be interested in revisiting the issue in mid-2002 should County revenues increase.

Commissioner Elkin stated he knows the fund balance has been larger in previous years but times have changed and the Commission has to look at the day-to-day operations. He feels comfortable with the addition of a deputy for the Sheriff's Department. He does not see the difference in a \$4 million fund balance or a \$3.8 million fund balance. When the issue is public safety, he believes the addition of a deputy is a greater service to the community and the best use of the funds. This is a good faith effort in reaching the Judicial Law Enforcement Task Force Study recommendation. He believes it is a greater disservice to Boone County not to put an additional officer on the road than to keep the fund balance. He is comfortable with moving forward with the additional deputy.

Commissioner Stamper stated it is frustrating to sit at the table and to vote on a \$35 million budget and to recognize that, in order to get to that point, Department Directors and Elected Officials were asked to make significant cuts and reallocation of funds to their budgets. The frustrating issue is that the debate has come down to the addition of one deputy for the Sheriff's Department when there are greater needs than that as shown

by studies and recommendations. He cannot leave this discussion without offering there will be a time in the coming months that the Elected Officials will be asking the people of Boone County for a greater investment in public safety and law enforcement. As the budget is proposed right now, there is only one new full time employee in the budget for the whole County. This one new position is for the Information Technology Department. Commissioner Stamper requested addressing one additional position in the Sheriff's Department in the adoption of this budget. He asked what was the pleasure of the Commission on this issue, the additional position done by consensus of the Commission or by vote since the Commission is divided on this issue. Commissioner Miller stated by consensus will be fine.

Commissioner Stamper asked what is the consensus of the County Commission for an additional position for the Sheriff's Department so this budget is carried forward with two additional positions Countywide.

Mrs. Pitchford stated that in Sheriff Boehm's original request, he requested new deputies and process officers. Commissioner Stamper stated he spoke with Sheriff Boehm and Sheriff Boehm's preference is an enforcement officer.

Commissioner Stamper stated this is a good budget and thanked Mrs. Pitchford's hard work on the budget. He believe this is a budget that the Commission can live with and a budget that can continue to serve the people of Boone County. This budget is investing in employees of the County even though there might be debate about the amount of investment. It demonstrates, on the Commissions behalf, an intent to adopt a classification system and program that will keep the employees close to market and will keep the investment in the employees. It is a good plan that will carry the County into the future. It will allow the County to build a new home for the Health Department and Family Health Center. He can, in good faith, have a motion to adopt the budget as it is known and to move forward from there.

Commissioner Miller moved to adopt the Boone County operating budget for fiscal year 2002. The adopted budget shall consist of appropriations included in the Proposed Budget submitted to the County Commission by the County Auditor, subject to the adjustments authorized by the County Commission that are specified in the attached schedule.

Total appropriations are set forth by line item and are summarized by 1) classification (category) of expenditure; 2) by office, department or spending agency; and, 3) by fund. Appropriations may not be exceeded at the classification (category) level without Commission approval. Total appropriations for each fund are sent forth in the individual Fund Statements that are published in the County's FY 2002 Budget. The Proposed Budget submitted by the County Auditor, and hereby incorporated into this appropriation order by reference, contains detail documentation and description for each line-item account. Appropriations shall be expended only for the purposes that are within the

intent of the category in which they are included. The County Commission reserves the right to review and disapprove of the expenditure of any such appropriation upon a finding by the Commission that the proposed expenditure is not within the intent of the appropriation for the category as approved under this Budget and any amendments or revisions to it.

The County Commission approves all employee positions included in the Proposed Budget, adjusted for Commission changes noted in the attached schedule, together with the specific budgetary hours, ranges and benefit status for each position. The County Commission hereby adopts the new positions titles and ranges recommended by the Public Sector Personnel Consultants (report dated September 2001) and authorizes the County Auditor to compute final appropriations for compensation increases needed to bring salaries to the minimum of the new ranges and additional amounts computed in accordance with the consultant's Option I recommendation for in-range adjustments.

The County Commission also approves appropriations for the specific fixed assets identified in the various fixed asset appropriation accounts and authorizes procurement of the same in accordance with County procurement policies adopted by the Commission, subject to any future policy amendments and revisions approved by the County Commission.

Commissioner Elkin seconded the motion.

Commissioner Miller stated as far as the policies that go along with the new salary plan, the Commission discussed the fact the Auditor will include the policies that will continue and the reallocation policy with the personnel action forms so the administrative authorities in each office will know what the policies are and the remaining policies will be forwarded to the Personnel Advisory Committee for discussion and consensus to bring forward for adoption. Commissioner Stamper stated that this is his understanding also from previous Work Sessions.

There was no further discussion and no public comment.

The motion passed 3-0. **Order 576-2001**

There was no public comment.

The public hearing was adjourned at 11:03 p.m.

Attest:

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Don Stamper

Presiding Commissioner

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Wendy S. Noren  
Clerk of the County Commission

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Karen M. Miller  
District I Commissioner

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Skip Elkin  
District II Commissioner