

**Finance & Personnel Committee**  
**Monday, March 4<sup>th</sup>, 2019**  
**5:00 PM, Conference Room, VCAB**

**MINUTES**

**Agenda Item 1 - Call to Order and Roll Call**

Committee Chairman Steve Fourez called the Finance & Personnel meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Steve Fourez, Wes Bieritz, Robert Boyd, Breannah Haton, Becky Stark, and Bruce Stark. Adam Hart was absent and excused. Also, in attendance was Darren Duncan, Vermilion County Treasurer; Larry Baughn, County Board Chairman; Doug Toole, Health Department Administrator; Erika Briggs; Financial Resources Director, Bill Wright, Vermilion County Auditor and Alexis Berlin, Chief Deputy Auditor.

**Agenda Item 2 - Adoption/Amendments to the Agenda**

Mrs. Stark motioned, second by Bieritz to approve the agenda. Motion passed by acclamation.

**Agenda Item 3 - Approval of Minutes – February 4<sup>th</sup>, 2019**

Bieritz motioned, second by Mr. Stark to approve the minutes. Motion passed by acclamation.

**Agenda Item 4 - Audience Comments**

Doug Toole, the Health Department Administrator, gave an overview of the Health Department including staff, services, and revenue and expenditures.

**Agenda Item 5 - Financial Update**

Ms. Briggs distributed a finance update that consisted of the General Fund revenue and expense totals, the Budgeted Fund revenue and expense totals, and an estimated expense on the minimum wage increase for the next five years. The Treasurer provided a report on all State tax and reimbursements which have not been posted yet. Ms. Briggs, the Financial Resources Director, noted that the General Fund has an increase compared to 2018 in Judicial & Rules due to contractual and legal fees. These come from a conflict of interest in the Public Defender's office and legal counsel has to be contracted out.

**Agenda Item 6 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Vermilion County Health Insurance – Line Item Transfer - \$1,023,500**

Boyd moved, second by Mrs. Stark, to discuss.

This is a line item transfer to move health insurance expenses to the corresponding department to reflect the cost of health insurance per department.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Robert Boyd, Breannah Haton, Becky Stark, and Bruce Stark. 6 yes, 1 absent

**Agenda Item 7 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Health Insurance Fund - \$200,000**

Bieritz moved, second by Boyd, to discuss.

This budget amendment is for an internal loan that the Treasurer had to make last year to support the Health Insurance Fund. At this time, it does not seem that this will be paid back to the General Fund and therefore should be made a permanent payment.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Robert Boyd, Breannah Haton, Becky Stark, and Bruce Stark. 6 yes, 1 absent

**Agenda Item 8 – Executive Session**

None

**Agenda Item 9 - Items of Information**

Chairman Baughn told the committee that the Building & Grounds Department has recently finished some projects in the Administration Building. The antennas from the old EMA building have been moved to this building has the final transition. The only items remaining in the annex are in the basement of the annex and will hopefully be removed once the weather warms up since the building has no heat or water.

**Agenda Item 10 – Adjournment**

Chairman Fourez adjourned the meeting at 5:25 PM.

Minutes by: Erika Briggs, Financial Resources Director

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