

**Finance & Personnel Committee**  
**Monday, June 4th, 2018**  
**5:00 PM, 2nd Floor, VCAB**

## **AGENDA**

1. Call to Order and Roll Call
2. Adoption/Amendments to the Agenda
3. Approval of Minutes – May 7<sup>th</sup>, 2018
4. Audience Comments
5. Financial Update
6. Review: EAV Report
7. Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Animal Regulation Department - \$25,000
8. Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Liability Insurance – Documentation to follow
9. Executive Sessions:
  - A **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (1)** The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.
  - B **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (2)** Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
  - C **Pursuant to Illinois Open Meetings Act 5 ILCS 120/2 (c) (6)** The setting of a price for sale or lease of property owned by the public body.
  - D **Pursuant to Open Meetings Act 5 ILCS 120/2 (c) (11)** Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.
10. Items of Information
11. Adjournment

Finance & Personnel Committee  
Monday, May 7<sup>th</sup>, 2018  
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; Wes Bieritz, Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. Also, in attendance was Michael Marron, Vermilion County Board Chairman; Bill Wright, Vermilion County Auditor; Alexis Berlin, Chief Deputy Auditor; Darren Duncan, Vermilion County Treasurer; Matt Long, Vermilion County Supervisor of Assessments; and Bill Donahue, Risk Consultant.

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

Mr. Stark motioned, second by Mr. Bieritz, to approve the agenda as presented. Motion passed by acclamation.

### Agenda Item 3 - Approval of Minutes – March 5<sup>th</sup>, 2017

Mrs. Stark motioned, second by Ms. Walls, to approve the minutes. Motion passed by acclamation.

### Agenda Item 4 - Audience Comments

Matt Long, the Vermilion County Supervisor of Assessments, commented on the 2018 Elected Official Salary Schedule. Discussion to be continued under Agenda Item 8.

### Agenda Item 5 - Financial Update

Ms. Briggs presented a Quarterly Finance Update for the 1<sup>st</sup> Quarter of the 2017-2018 FY. Also, a finance update ending March 31<sup>st</sup> was distributed via email. Mr. Stark asked Ms. Briggs to contact Denny Gardner, the Vermilion County Circuit Clerk, to discuss the FTA fee which seems to have decreased this fiscal year.

### Agenda Item 6 – Resolution: Adopt the Annual 1,000 Hour Standard for IMRF Participation

Walls moved, second by Bieritz, to discuss.

IMRF has two thresholds which set the number of hours that can be worked before participating into IMRF. Vermilion County currently has a threshold of 600 hours and would like to change it to 1,000 hours. This would be cost savings to the County because any part-time employees under 1,000 hours would not be burden on the pension system. This would benefit the offices with part-time staff by allowing them the ability to work more hours and not being constrained to only 600 hours.

Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. 7 yes, 0 absent

### Agenda Item 7 – Discussion: IMRF

This item is being revisited to discuss a large lump payment from the General Fund and IMRF Fund to Vermilion County's IMRF account. The IMRF SLEP account is currently negative -\$800,000. Every year, the County is charged 7.5% interest on that account when normally there is a 7.5% gain. The County's General and IMRF Fund currently have significant reserves but are only receiving roughly 1.5% in the short-term CDs. If a large payment could be made, the County would start receiving 7.5% and the annual rate would decrease as well. Once the 2016-2017 FY audit is completed, this item will be revisited.

### **Agenda Item 8 – Resolution: Salary Schedule – 2018 Elected Officials**

Johnson moved, second by Bieritz, to discuss.

The 2018 Elected Official salary's must be set 6 months prior to the election. The schedule was set so that the Elected Officials salary would remain the same for the next two years and then there would be a 3% increase on each of the following two years after. Mr. Fourez explained that this method was used in 2016 because in the past the salaries began to differ among each other. Since this is only done once every four years, it can become difficult to correct. The current method allows salaries to remain the same among all elected officials. Mr. Stark commented that in the past the Elected Official Salary's were held steady some years due to the unknown of the State budget. During this time, the elected officials stepped up to run their office as efficiently as possible. Since the County has reserves, Mr. Stark suggested a different approach be used so the Elected Officials will recognize that increase sooner. Mr. Johnson added that due to the way the 2016 Elected Officials Salary schedule was made that the 2018 Elected Official Salary should follow the same method to create consistency among salaries. In 2014, the Board of Review and the Board of Review Chairman received a zero percent increase for all four years. It was also discussed that the County Board Chairman's salary should be increased to remain closer to the other Elected Official salaries.

Johnson motioned, second by Mr. Stark to amend the 2018 Elected Official Salary Schedule. The schedule is now set as follows. The Treasurer, County Clark, Supervisor of Assessments, and Sheriff's salaries will remain the same for the first two years and then a 3% increase for the following two years. The Board of Review and the Board of Review Chairman will receive a 3% increase for the next four years and the County Board Chairman will receive a 3% increase for the next two years.

Upon the call of the roll the following members voted yes, to amend: Wes Bieritz, Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. 7 yes, 0 absent

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

### **Agenda Item 9 – Update on Financial Accounting System**

The new Financial Accounting System is live. On the first day, the auditor's office received 116 entries in 8 hours. The Human Resources portion is currently in process and expected to join in September. Bill Wright, the Vermilion County Auditor, is very pleased with the preparation, training, and the overall Financial Accounting System.

### **Agenda Item 10 – Executive Session**

Not necessary

### **Agenda Item 11 - Items of Information**

A correction of the 2018 Elected Official Salary Schedule will be emailed to all County Board members and distributed at the County Board Meeting on May 8<sup>th</sup>, 2018.

### **Agenda Item 12 – Adjournment**

Chairman Fourez adjourned the meeting at 6:05 PM.

Minutes by: Erika Briggs, Financial Resources Director

# Tax Computation Report Vermilion County

Taxing District CT92 - Vermilion County

Equalization Factor 1.000000

Property Type	Total EAV	Rate Setting EAV	Other Values			Fund/Name	Levy Request	Maximum Rate	Calced Rate	Actual Rate	Certified Rate	Total Extension After TIF & EZ	Total Extension w/Overlaps	Percent
			EZ Value Abated	EZ Tax Abated	New Property									
Farm	220,777,330	220,604,608				2,007,470	0.25000	0.224174	0.22418	0.22418	\$2,007,519.78	\$2,007,519.78	15.9075	
Residential	432,385,185	428,250,417				0	0.00000	0.000000	0.00000	0.00000	\$0.00	\$0.00	0.0000	
Commercial	174,625,021	158,223,767				1,500,000	0.00000	0.167505	0.16751	0.16751	\$1,500,042.99	\$1,500,042.99	11.8864	
Industrial	46,935,656	41,999,076				770,545	0.15000	0.086047	0.08605	0.08605	\$770,573.10	\$770,573.10	6.1060	
Mineral	34,092,918	34,092,918				350,551	0.05000	0.039146	0.03915	0.03915	\$350,586.13	\$350,586.13	2.7781	
State Railroad	11,879,246	11,879,246				809,885	0.15000	0.090440	0.09044	0.09044	\$809,885.31	\$809,885.31	6.4176	
Local Railroad	450,428	444,560				277,943	0.03250	0.031038	0.03104	0.03104	\$277,961.52	\$277,961.52	2.2026	
County Total	<b>921,145,784</b>	<b>895,494,592</b>				<b>550,000</b>	<b>0.00000</b>	<b>0.061419</b>	<b>0.06142</b>	<b>0.06142</b>	<b>\$550,012.78</b>	<b>\$550,012.78</b>	<b>4.3583</b>	
Total + Overlap	<b>921,145,784</b>	<b>895,494,592</b>				<b>800,000</b>	<b>0.00000</b>	<b>0.089336</b>	<b>0.08934</b>	<b>0.08934</b>	<b>\$800,034.87</b>	<b>\$800,034.87</b>	<b>6.3395</b>	
						<b>103,138</b>	<b>0.05000</b>	<b>0.011517</b>	<b>0.01152</b>	<b>0.01152</b>	<b>\$103,160.98</b>	<b>\$103,160.98</b>	<b>0.8175</b>	
						<b>5,449,996</b>	<b>0.00000</b>	<b>0.608602</b>	<b>0.60861</b>	<b>0.60861</b>	<b>\$5,450,069.64</b>	<b>\$5,450,069.64</b>	<b>43.1865</b>	
<b>Totals</b>						<b>12,619,528</b>		<b>1.409224</b>	<b>1.40926</b>	<b>1.40926</b>	<b>\$12,619,847.10</b>	<b>\$12,619,847.10</b>	<b>100.0000</b>	

**ORDINANCE**

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE ANIMAL REGULATION DEPARTMENT**

**WHEREAS**, the Animal Regulation Department is required to expend funds for animal medical costs; and

**WHEREAS**, the line item for medical care needs to be replenished by an out of category line item transfer; and

**WHEREAS**, the budget therefore needs to be amended accordingly and this was not known when the budget was prepared, and thus was not included.

**NOW, THEREFORE BE IT ORDAINED** by the County Board of Vermilion County Illinois that the County Auditor be authorized and instructed to amend the budget for fiscal year 2017-2018 by transferring money in the amount as below to facilitate payment of supplies and medical care.

From:

<b>011.440.00.04101</b>	<b>Salary-Personnel</b>	<b>\$5,500.00</b>
<b>011.440.00.04101</b>	<b>Salary-Personnel</b>	<b>\$19,500.00</b>

TO:

<b>011.440.00.04220</b>	<b>Materials</b>	<b>\$5,500.00</b>
<b>011.440.00.04227</b>	<b>Drug Supplies/Nursing</b>	<b>\$19,500.00</b>

And the totals be adjusted accordingly.

**PRESENTED, APPROVED AND ORDAINED** by the County Board of Vermilion County, Illinois at the June 12, 2018 A.D. Session.

***This amendment takes two thirds majority for passage.***

DATED this 12<sup>th</sup> day of June 2018 A.D.

AYE \_\_\_\_\_ NAY \_\_\_\_\_ ABSENT \_\_\_\_\_

\_\_\_\_\_  
Chairman, Vermilion County Board

ATTEST:

\_\_\_\_\_  
Clerk of the County Board

**Budget Amendment –Animal Regulation**

APPROVED BY HEALTH & EDUCATION COMMITTEE:  
June 12, 2018

Kevin Green      Y N A  
Committee Chairperson

Phearn Butler      Y N A

Charles Nesbitt      Y N A

Marla Mackiewicz      Y N A

Cari West-Monson      Y N A

Chuck Mockbee      Y N A

Frank Hoskins      Y N A

Request for Transfer  
Fiscal Budget  
2017 - 2018

Dept: ANIMAL REGULATIONS

Date: 5 - 4 - 2018

From: 011.440.00.04101 Salary-Personnel

To: 011.440.00.04227 Supp./Drugs/Nurs/ 011.440.00.04220 Materials

Line Item	Description	Line Item	Description	Amount
011 - 440 - 00 - 04101	Salary-Personnel	011 - 440 - 00 - 04220	Materials	\$ 5,500.00
011 - 440 - 00 - 04101	Salary- Personnel	011 - 440 - 00 - 04227	Drugs/Supplies/Nursing	\$ 19,500.00
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**NARRATIVE:**

Animal Regulations is requesting an out of Category transfer from Salary- Personnel 011.440.00.04101 of \$25,000.00 total. Animal regulations is requesting \$5,500.00 be transferred to Materials 011.440.00.04220 in order to reimburse the temporary in category transfer from Materials to Supplies/Drugs/Nursing and \$19,500.00 transferred to Supplies/Drugs/Nursing 011.440.00.04227 in order to cover the basic annual cost of care for the shelter Animals.

Department Head: Tony Van Camp

**Approved By:**

\_\_\_\_\_ Committee  
  
Chairman \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Finance Committee  
  
Chairman \_\_\_\_\_  
\_\_\_\_\_  
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Date: \_\_\_\_\_

Date: \_\_\_\_\_