

Finance & Personnel Committee
Monday, July 6th, 2020
5:00 PM, 2nd Floor 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, Breannah Haton, Becky Stark, and Bruce Stark. Robert Boyd and Adam Hart were absent. Robert Boyd was excused. Also, in attendance; Larry Baughn - County Board Chairman, Erika Briggs- Finance Director, and Bill Donahue – Risk Consultant, Darren Duncan – Vermilion County Treasurer, Nancy Boose-Human Resources Director, Kasey Snyder – Vermilion County Animal Shelter Director, Stephanie Kowalczyk – Kennel Supervisor, Aaron Hird – Regional Superintendent of Schools, and Doug Toole – Health Department Administrator.

Agenda Item 2 - Adoption/Amendments to the Agenda

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

Agenda Item 3 - Approval of Minutes – June 1st, 2020

Mrs. Stark motioned, second by Mr. Stark to approve the minutes with one correction on agenda item #3 changing the motion from “Mr. Stark” to “Mrs. Stark”. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Financial Update

Ms. Briggs distributed a finance update that consisted of the Fund Equity Changes Report and the General Fund Revenue. The error with the Traffic/Conservation Fees has been identified and the Circuit Clerk's office is in the process of having it corrected. It was noted that the fund balances with negative balances did receive real estate tax deposits on July 1st.

Agenda Item 6 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Judicial Branch – Line Item Transfer - \$5,600

Bieritz motioned, second by Mrs. Stark to discuss.

Due to Covid-19, the Judiciary is in need of Covid-19 supplies and has a surplus in the salary-personnel at this time.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 7 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for Animal Regulations - \$15,000

Mr. Stark motioned, second by Bieritz to discuss.

There is currently a revenue line to collect donations and sponsorship as needed. Previously when donations were added, the department then would make an expense from a line item as needed. By adding this specific donation line, there will be a record on how the donations were used. Kasey Snyder and Stephanie Kowalczyk were present to answer questions as needed.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 8 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Regional Office of Education - \$5,900

Mrs. Stark motioned, second by Haton to discuss.

The Regional Office of Education has access to a State funding source to pay one-time stipends to employees for additional work due to a vacancy.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 9 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for Health Insurance - \$78,000

Bieritz motioned, second by Mrs. Stark to discuss.

The health insurance amount is estimated every year for each department at the beginning of the year. Due to changes in employees or the changes of the employee's benefits, an amendment is needed to cover the expenses of some departments.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 10 – Resolution – 2020 Legal Holidays for Vermilion County, IL Amended

Mrs. Stark motioned, second by Haton to discuss.

An amendment is needed to the 2020 Legal Holiday schedule to include Election Day, November 3rd, 2020 which was added by the State of IL.

Motion passed by acclamation.

Agenda Item 11 – Resolution – 2021 Legal Holidays for Vermilion County, IL

Mrs. Stark motioned, second by Bieritz to discuss.

These are the legal holidays for fiscal year 2021.

Motion passed by acclamation.

Agenda Item 12 – Resolution – County Board Chairman Participation in the Illinois Municipal Retirement Fund

Mr. Stark motioned, second by Mrs. Stark to discuss.

With this resolution, the Chairman's position will participate in IMRF during their term. This must be passed with 90 days of the Chairman's election.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Breannah Haton, Becky Stark, and Bruce Stark. 5 yes, 2 absent

Agenda Item 13 – Executive Session

None

Agenda Item 14 - Items of Information

Chairman Baughn told the committee that he and the Financial Resources Director have been meeting

with departments for budgets and budgets have been going to committee. It can be expected that the 2019 FY audit will be presented in August. The July County Board meeting will be in person.

Agenda Item 15– Adjournment

Chairman Fourez adjourned the meeting at 5:41 PM.

Minutes by: Erika Briggs, Financial Resources Director