

Finance & Personnel Committee
Monday, September 10th, 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 Darren Duncan, Vermilion County Treasurer; Bill Donahue, Risk Consultant; Larry Baughn, County Board Member; Matt Long, Supervisor of Assessments, Doug Toole, Health Department Administrator; Jim Russel, Mental Health Director, and Nancy Boose, Human Resources Director.

Agenda Item 2 - Adoption/Amendments to the Agenda

Chairman Fourez asked to change item Agenda Item #8 to Item #6 because the Treasurer needs to leave early for a Property Tax Auction. Bieritz motioned, second by Mrs. Stark to approve the agenda with the change. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – August 13th ,2018

Walls motioned, second by Mr. Stark, to approve the minutes. 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 General Fund revenue and expense totals and the Budgeted Fund revenue and expense totals. Though most receipts have now been posted, there are still a few journal entries that have not been entered. Any items waiting for journal entries have been highlighted in blue on the report. Once the journal entries have been entered, a new report will be distributed.

Agenda Item 6 – Treasurer’s Budget FY 18 - 19

The Vermilion County Treasurer Darren Duncan presented his FY 18-19 Budget. He reviewed the line items that have increased or changed since he has become the Treasurer in 2017. Mr. Duncan has increased the part time salary from \$8.50 to \$10.00 for the tax collection. The tax collection season has also expanded since the tax bills are going out earlier than previously. He is requesting an additional \$1,000 in the part -time salary line. Mr. Stark asked if there was an increase in salaries above 3% and Mr. Duncan replied that 3 of the 4 positions were above 3% and the one position was decreased. He further explained the need for all four employees in the office. Mr. Stark questioned the union negotiations, the increases involved, and the increases in the other offices. Mr. Donahue explained that any union increases must be approved by the union. Ms. Boose added that in the past departments have been able to decrease staff members with more efficiency in the office and these negotiations are held separately from the annual increases.

Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, and Crisi Walls. 6 yes, 1 no

Agenda Item 7 – County Board Budget FY 18 - 19

Ms. Briggs, the Financial Resources Director, presented the County Board Budget. All employees received 3%, but there was an adjustment from the Building & Grounds Budget due to employee responsibilities and personnel changes between the two departments. The Building & Grounds Department was decreased by the exact amount that County Board was increased. Therefore, there was no increase or decrease overall for the General Fund.

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

Agenda Item 8 – North Fork Budget FY 18 - 19

Mr. Stark moved, second by Johnson, to discuss.

The North Fork currently has sufficient funds that they can abate their taxes next year. The levy is not being decreased because if funds are needed in the following years, it will cause a truth in taxation hearing. By just abating the taxes, this can be avoided.

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

Agenda Item 9 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Regional Office of Education - \$6,570

Bieritz moved, second by Walls, to discuss.

The Regional Office of Education has remaining funds from the State and the Superintendent, Cheryl Reifsteck, has requested this be distributed among two employees. The employees had additional responsibilities in the previous months due to a resignation in the other position.

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

Agenda Item 10 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Supervisor of Assessments - \$7,250

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

Supervisor of Assessments, Matthew Long, has requested additional funding for two commercial appraisals. This would cover both appraisals and the expert testimony is necessary.

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

Agenda Item 11 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Health Insurance - \$36,500

Bieritz moved, second by Johnson, to discuss.

Additional funding is needed for health insurance. Every year new health insurance rates are set, but these rates are not known until after the budget is completed.

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

Agenda Item 12 – Executive Session

Not necessary

Agenda Item 13 - Items of Information

Jim Russel announced that the Mental Health First Aid Grant is ending and the grant has been approved to renew that training.

Agenda Item 14 – Adjournment

Chairman Fourez adjourned the meeting at 6:18 PM.

Minutes by: Erika Briggs, Financial Resources Director