

Finance & Personnel Committee
Monday, November 4th, 2019
5:15 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, 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, Darren Duncan – Vermilion County Treasurer, Doug Toole – Health Department Administrator, Erika Briggs- Finance Director, Jacqueline Lacy – Vermilion County State’s Attorney, Matt Long – Supervisor of Assessment, Cathy Jenkins – County Clerk, and Lindsay Light – Chief Deputy County Clerk.

Agenda Item 2 - Adoption/Amendments to the Agenda

An amendment was made to the agenda to add the Financial Update after the Audience Comments. Bieritz motioned, second by Mrs. Stark to approve the agenda. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – October 21st

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

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Cannabis Retailer’s Occupation Tax

Mrs. Stark motioned, second by Bieritz to discuss.

Chairman Baughn presented the Cannabis Retailer’s Occupation Tax. In unincorporated jurisdictions of Vermilion County, the rate will be 3.75% of the gross receipts from the sale made in that business. In municipal jurisdictions, the rate will be 3% of the gross receipts from the sale made in that business.

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 6 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the State’s Attorney - \$2,000

Mr. Stark motioned, second by Bieritz to discuss.

The State’s Attorney’s office desires to move funds from the salary personnel line to supplies to ensure adequate funding of paper and toner expenses.

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 Court Administration - \$10,000

Bieritz motioned, second by Mrs. Stark to discuss.

The Court Administration is in need of additional funding for court appointed counsel when the Public Defender cannot represent the defendant.

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 Health Insurance - \$143,094

Bieritz motioned, second by Mrs. Stark to discuss.

Due to the change in the payroll system, the timing of the health insurance expense takes place then normally planned in the fiscal year. This has caused there to be 13 months in this fiscal year.

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 County Board – Capital Improvements -\$11,400

Mr. Stark motioned, second by Boyd to discuss.

A line item transfer is needed to pay for the final bill of the year for the JANO court records management project. The overall project is under budget from the 5-year proposal plan.

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 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Vermilion County Treasurer - \$6,600

Mrs. Stark motioned, second by Bieritz to discuss.

The County Treasurer has the need to replace some equipment and to pay for postage, as well as meeting the cost of auctioning off tax delinquent properties.

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 11 – Vermilion County, IL Combined Annual Budget and Appropriation Ordinance for the 2019-2020 Fiscal Year

Bieritz motioned, second by Mr. Stark to discuss.

Chairman Baughn went over a few of the changes that were made to the budget since the last meeting. The General Fund deficit has decreased from \$894,217 to \$722,371. A few of the other items discussed were the Health Department rent, Recreational Use tax, and probation reimbursement.

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 12 – Vermilion County, IL Combined Annual Tax Levy for the 2019-2020 Fiscal Year

The tax levy did change from previously due to an increase in the expected EAV from the Supervisor of Assessments.

Agenda Item 13 – Executive Session

None

Agenda Item 14 - Items of Information

Chairman Baugh told the committee that the audit is still being completed. The external auditor had recently asked for additional information and that has all been provided to them. He will keep the committee updated.

Agenda Item 15 – Adjournment

Chairman Fourez adjourned the meeting at 5:48 PM.

Minutes by: Erika Briggs, Financial Resources Director