

Finance & Personnel Committee
Monday, December 3rd, 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, Robert Boyd (zoom), Breannah Haton (zoom), Becky Stark, and Bruce Stark. Adam Hart was absent. Also, in attendance; Larry Baughn – Vermilion County Board Chairman, Cassy Carter – Financial Administrative Manager, Erika Briggs- Auditor, Doug Toole – Health Department Administrator (zoom), Jacqueline Lacy - Vermilion County State’s Attorney (zoom), Bill Donahue – Risk Consultant, Darren Duncan – Treasurer, Matthew Long – Supervisor of Assessment, Tom Morse – Chairman of Tax & Elections, Judge O’Shaughnessy (zoom) and Aaron Brakke attorney at the Public Defender’s office (zoom).

Agenda Item 2 - Adoption/Amendments to the Agenda

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

Agenda Item 3 - Approval of Minutes – November 2nd, 2020

Mrs. Stark 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 Fund Equity Changes Report and the General Fund Revenue. Ms. Briggs discussed that she will continue presenting the financial reporting to the Finance & Personnel Committee. For the next meeting Ms. Briggs will update on the Traffic & Construction Fee that will be reimbursed to the State. This was received by the county in error and will be refunded to the State of Illinois.

Agenda Item 6 - Resolution – Microsoft Three Year Contract

Bieritz motioned, second by Mr. Stark to discuss.

Chairman Baugh requested approval to sign the three- year support contract with Microsoft. This license was purchased previously, but the support contract still needed signature. This was brought to the committee for approval due to the extended three-year contract.

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 Mental Health 708 Community Board - \$31,191.67

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

The Mental Health office is requesting to move the remaining money of \$31,191.67 from the 2019-2020 fiscal year budget to the 2020-20201 fiscal year budget.

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 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Health Department - \$247,000.00

Bieritz motioned, second by Boyd to discuss.

Health Department Administrator Doug Toole was present via Zoom. The Health Department is requesting a line item increase funded by the Cures Act. Mr. Toole has added the line items to include various added expenses due to COVID-19. Items to purchase due to increase in traffic will be shredders, printers, fax machine, drive thru clinic equipment for testing and new electrical to support the special freezer to house the vaccines. They are requesting the budget be amended by \$247,000.00 with all being reimbursed through the Cures Act grant.

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 9 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the State’s Attorney – line item transfer - \$136,189.00

Mrs. Stark motioned, second by Bieritz to discuss.

Vermilion County State’s Attorney Jacqueline Lacy was present via Zoom. Chairman Baughn explained to the committee that The State’s Attorney’s office is requesting amendment for the salary, health insurance and supplies of the new Child Advocacy’s Center. This will be reimbursed from the State of Illinois via the VOCA grant. This item came in after the budget was completed.

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 10 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Vermilion County Clerks Office – And Elections Judge Temporary “Hazard” Salary Increase - \$20,900.00

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

The County Clerks Office is requesting to use the Cures Act grant to pay the election judges and extra \$100 as hazard pay. This would move money from the 2019-2020 budget to the 2020-2021 budget. This was presented to the Tax and Elections Committee on December 2nd and the Committee Chairperson Tom Morse reported this was recommended for approval.

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 11 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Public Defender - \$62,000.00

Bieritz motioned, second by Mr. Stark to discuss.

Judge O’Shaughnessy requested to amend the budget to add an additional attorney at the Public Defenders office. This amendment would include lines for salary, dues, book and education expenses. This addition would allow an additional courtroom to hear felony cases. The increase in cases have caused court case dates to be delayed and would like to see this timing improved. This is a non-reimbursable item and would be added to the budget. This amendment was discussed at the Judicial and Rules meeting last week and recommend for approval.

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 12 – Ordinance – Amendment to the Combined Annual Budget and Appropriation Ordinance for the Supervisor of Assessments - \$371,993.00

Mr. Stark motioned, second by Bieritz to discuss.

Matt Long from The Supervisor of Assessments office requested an amendment to the budget for a fly over of the county. This would be reimbursed to the county via the Cures Act grant. A representative from Eagleview presented at the meeting. This image presentation explained how the assessors would use the this in preparing tax assessments. This 3” resolution is so clear that all square footage would be visible. This would also address safety concerns for COVID-19 so that the assessors would not have to do in person visits. Included with Eagleview is a Change Finder product. This proactively shows any changes to ensure any added or removed square footage is assessed real time. Training for this product is included. This amendment was discussed at the Judicial and Rules meeting last week and recommend for approval.

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 13 – Executive Session

None

Agenda Item 14 - Items of Information

Wes Bieritz asked for a donation from the county to the Central Illinois Landbank. The county has donated and it has been noted that the State of Illinois will do a larger reimbursement if the county is involved and donates again. Mr. Fourez noted that all money does stay in the county. Chairman Baughn also noted that money will be used to for tearing down unsafe buildings and will not be used for administrative cost nor used for other counties.

Chairman Baughn reminded all that the County Board meeting is Monday at 6:00pm at the DACC Bremer Conference Center. Zoom will be available but he is hoping to see everyone in person since there is room to social distance.

Chairman Baughn stated tests are currently underway with AreaWide for the County Board conference room. Current speakers will be used, a large TV with adjustable volume will be added and used for zoom meetings. This TV will be purchased via a grant.

Agenda Item 15 – Adjournment

Chairman Fourez adjourned the meeting at 6:40 PM.

Minutes by: Cassy Carter, Financial Administrative Manager