

Tax and Elections Committee Meeting

Tuesday, May 1, 2018

5:00 PM, Vermilion County Administration Building, 2<sup>nd</sup> Floor, Conf. Room

## Agenda

1. Call to Order and Roll Call
2. Adoption/Amendment of Agenda
3. Adoption/Amendment of Minutes – September 5, 2017 Meeting
4. Audience Comments
5. After-Action Review - March 20, 2018 Primary Election County Clerk/Danville Election Commission
6. Ordinance- Amendment of Liquor Ordinance
7. Resolution- Raising minimum surplus bid
8. Items of Information
9. Executive Session
  - A. Pursuant to 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) (6)**  
The setting of a price for sale or lease of property owned by the public body.
  - C. 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. Adjournment

## MINUTES

### **Agenda Item 1 - Call to Order and Roll Call**

Committee Chairman Morse called the meeting to order at 5:00 P.M. on Tuesday, September 5, 2017. Upon the call of roll, the following members were present: Tom Morse, Chuck Mockbee, Joe Eakle, Nancy O’Kane, John Criswell, and Joel Bird. Cari West-Monson joined via telephone. 7 present, 0 absent. Also attending the meeting were; Cathy Jenkins- County Clerk, Lindsay Light- County Clerk, Bill Donahue- Risk Consultant-County Board and Jennifer Jenkins, Administrative Assistant.

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

O’Kane moved to adopt the agenda and a second was made by Bird. Motion passed by acclamation.

### **Agenda Item 3 - Approval of Minutes for the Previous Meeting, August 1, 2017**

Eakle moved to approve the minutes second was made by Bird. Motion passed by acclamation.

### **Agenda Item 4 - Audience Comments**

There were none.

### **Agenda Item 5 – Budget –Recorder**

Dave Stone presented his budget to the committee and explained that this is basically the same budget as presented last year with a couple of exceptions. Salaries were adjusted according to the contract approval. There was a part time person hired and that person worked out well therefore the Recorder’s office would like to extend this part time persons employment. Therefore there is a \$2,000.00 increase shown for this in the Recorder’s Special Account Salary line.

Also there is a decrease in the contractual/computer line by \$2000.00 to keep the expenses the same as last year.

Motion by Mockbee second by Eakle to approve the Recorder’s budget. Upon the roll of call the following voted yes to-wit: Morse, Mockbee, Eakle, O’Kane, Criswell, West-Monson, and Bird. 7-yes 0-absent.

### **Agenda Item 6 – Budget County Clerk**

Cathy Jenkins introduced the County Clerk’s 2017-2018 fiscal year budget.

Cathy informed the committee that the general fund budget personnel line, of course, was increased by the approved 3%. The part-time salary line has been reduced by about \$15,000.00 from the prior fiscal year. This is due to a reevaluation of where the money was actually needed. She explained that it is now within vital records so that they can do some part-time hiring within this area.

There was also an increase in the election personnel line based on the 2 elections coming up for next fiscal year.

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Postage was decreased from \$38,000.00 last year to \$20,000.00 for 2017-2018 fiscal year. This is due to some of the processes within the County Clerk's office now being automated. Some items are now able to be emailed versus U.S. mail. This results in cost savings.

Currently the Vermilion County election judges salary reimbursement is right in place with similar counties therefore, there is not currently an increase within the 2017-2018 budget.

Jenkins shared that the Vital Records budget was looked at carefully because she was trying to figure out a way to not ask for anymore money and still be able to hire employees to do scanning. She is very eager to get these documents online as soon as possible. There was money taken from the general fund, part-time salary line, and it was transferred to this line to ensure that the County Clerk has the employees needed. The final budget discussed with by the County Clerk was the Tax Automation Budget. This is a fund that can only be used for automation supplies for the tax department. The revenue is generated by the fees charged for transfers of tax sale certificates.

There is no changes to this budget for the upcoming fiscal year.

Motion by Bird second by Eakle to approve the County Clerk's budget. Upon the roll of call the following voted yes to-wit: Morse, Mockbee, Eakle, O'Kane, Criswell, West-Monson, and Bird. 7-yes 0-absent.

**Agenda Item 7 – Items of Information and Committee Concerns**

Marron shared that there was a bookkeeping error in the Recorder's budget from the past fiscal year. This error was within the overtime line. It was charged to this fiscal year instead of last year (2015-2016). This will result in the Recorder's office in the negative at the end of this year. There is money in their budget to cover this however, this will require an out of category line item transfer. This transfer will go through the County Board. It would normally go to this committee first however, it was just brought up today. It's around \$1,000.00

Marron also shared that all of the budgets have been passed through their parent committee. They will go to the Finance committee in October due to some revisions that may take place in some of the budgets in this next month.

**Agenda Item 8 – Executive Session**

None needed

**Agenda Item 9 –Adjournment**

Committee Chairman Morse adjourned the meeting at 5:38 PM.

***Minutes by: Jennifer Jenkins***

**ORDINANCE**

**RE: Amendment of Liquor Ordinance**

**WHEREAS**, a local brewery has requested the ability to sell quantities of their product at a tasting room on-site and by package; and

**WHEREAS** no such provision currently exists as the County did not have the need for such; and,

**WHEREAS**, the attached exhibit "A" provides a possible license classification for such purpose.

**NOW, THEREFORE BE IT ORDAINED** by the County Board of Vermilion County Illinois that the Liquor Ordinance is amended by adopting the words and terms of Exhibit "A" as an additional license in the Liquor Ordinance.

**PRESENTED, APPROVED AND ORDAINED** by the County Board of Vermilion County, Illinois at the May 8, 2018 A.D. Session.

DATED this 8<sup>th</sup> day of May 2018 A.D.

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

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

ATTEST:

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

APPROVED BY TAX & ELECTIONS COMMITTEE:

Tom Morse Chairman	Y	N	A	_____
				Date
Chuck Mockbee	Y	N	A	
Joe Eakle	Y	N	A	
Nancy O'Kane	Y	N	A	
John Criswell	Y	N	A	
Cari West-Monson	Y	N	A	
Joel Bird	Y	N	A	

### **Exhibit "A"**

A Class \_ Liquor License shall authorize the licensee who is primarily engaged in the production and wholesale distribution of beer, ale, or other malt beverage and wine to sell alcoholic liquor by retail by drink on the premises. Ninety percent (90%) of the product sold must be produced on premise. Only 10 percent (10%) of product produced off premise is allowed to be sold. Licensee must have at least one (1) Basset-certified manager on premises whenever offering tasting samples of alcohol.



RE: Vermilion County Tax Agent Minimum Bid and Amended Agreement  
RESOLUTION NO. \_\_\_\_\_

WHEREAS, this County Board of Vermilion County, Illinois, has heretofore entered into a certain written "PROFESSIONAL SERVICE AGREEMENT" with Joseph E. Meyer & Associates, Inc. (or its predecessor) originally dated July 09, 1991 and providing for the creation and administration of a Delinquent Tax Liquidation Program; and

WHEREAS, said Agreement, as extended and amended, remains in full force and effect as of the date hereof, but the costs of conducting said Delinquent Tax Liquidation Program, including costs of obtaining title to tax delinquent properties and conveying such properties through public auctions, have substantially increased; and

WHEREAS, increasing the minimum auction sale bid to \$750.00 per property will serve to defray such increased program costs;

NOW THEREFORE BE IT RESOLVED by the County Board of Vermilion County, Illinois, that the minimum auction sale bid for properties first offered at public oral or sealed bid auction sales through the Delinquent Tax Liquidation Program shall be, and is hereby, increased to \$750.00 per parcel; and

FURTHER, that the increase in minimum bid hereby effected shall be applied so as to increase by \$100.00, to a total of \$450.00, the minimum fee paid to the said Joseph E. Meyer & Associates, Inc., for its services on account of the sale of any property pursuant to said Agreement, and to increase the proceeds accruing to the Taxing Districts by an additional \$50.00 per property; and

FURTHER, that any properties that are not sold upon first offering may be re-offered at a reduced selling price as may be deemed appropriate by the County Board Chairman and this County Board; and

FURTHER, that the Chairman of this County Board is hereby authorized to enter into and to subscribe, on behalf of this County Board, the written "ADDENDUM TO PROFESSIONAL SERVICE AGREEMENT" presented to this meeting and providing for the increase in minimum auction sale bid hereby approved and effected, and that all other terms and provisions of the said "PROFESSIONAL SERVICE AGREEMENT", as heretofore amended, shall remain in full force and effect.

APPROVED AND ADOPTED at a regular meeting of the County Board of Vermilion County, Illinois, this \_\_\_\_\_ day of May A.D., 2018.

\_\_\_\_\_  
County Board Chairman

ATTEST:

\_\_\_\_\_  
County Clerk

APPROVED BY TAX & ELECTIONS COMMITTEE:

Tom Morse Chairman	Y	N	A	_____
				Date
Chuck Mockbee	Y	N	A	
Joe Eakle	Y	N	A	
Nancy O’Kane	Y	N	A	
John Criswell	Y	N	A	
Cari West-Monson	Y	N	A	
Joel Bird	Y	N	A	



ADDENDUM TO PROFESSIONAL SERVICE AGREEMENT

THIS AGREEMENT, entered into by and between the County of Vermilion, Illinois, hereinafter referred to as "County", and Joseph E. Meyer & Associates, Inc., hereinafter referred to as "Contractor";

WITNESSETH:

WHEREAS, the County and Contractor (or its predecessor) entered into a written instrument entitled "PROFESSIONAL SERVICE AGREEMENT" bearing date of July 09, 1991 (hereinafter referred to as "the Agreement") establishing a Delinquent Tax Liquidation Program, and said Agreement, as heretofore extended and amended, remains in full force and effect between the County and Contractor as of the date hereof; and

WHEREAS, the County and Contractor desire to further amend the Agreement as hereinafter set forth;

NOW THEREFORE, for and in consideration of the sum of TEN DOLLARS (\$10.00), and for other good and valuable consideration, the parties agree as follows, to-wit:

1. That the relevant provisions of the Agreement are hereby amended such that:
  - a. The minimum auction sale bid for properties first offered at public oral or sealed bid auction sales through the Delinquent Tax Liquidation Program shall be \$750.00 per parcel; and
  - b. Whenever title to any tax-delinquent property shall be conveyed to a new owner through the Delinquent Tax Liquidation Program Agent shall receive a minimum compensation of FOUR HUNDRED FIFTY DOLLARS (\$450.00) or TWENTY-FIVE PERCENT (25%) of the purchase price, whichever is greater. In event the sale price of any such property is FOUR HUNDRED FIFTY DOLLARS (\$450.00) or less, the Agent shall receive the full sale price as compensation and no additional fee shall be paid on account of the sale of such property:

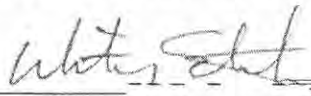
2. All of the terms and provisions of the Agreement, as heretofore amended and extended, and as amended hereby shall remain in full force and effect between the parties hereto.

Agreed, entered and signed this \_\_\_ day of - - - - - A.D., 2018.

The County of Vermilion, Illinois  
A Body Corporate and Politic

Joseph E. Meyer & Associates, Inc.

By \_\_\_\_\_  
County Board Chairman

By   
Whitney Strohmeyer, President

ATTEST:

\_\_\_\_\_  
County Clerk