

Finance & Personnel Committee
Monday, September 13, 2021
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, Mary Surprenant, Bruce Stark, Becky Stark and Crisi Walls. Craig Golden was absent. Also, in attendance; Larry Baughn – Vermilion County Board Chairman, Cassy Carter – Financial Administrative Manager, Haley Dixon – Chief Deputy Auditor’s Office, Sandy Cook – Clifton Larson Allen, Bill Donahue – Risk Consultant, Tom Gregory – Director of Probation, Jerry Hawker – County Board Member and Jim Russell - Director of Mental Health.

Agenda Item 2 - Adoption/Amendments to the Agenda

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

Agenda Item 3 - Approval of Minutes – August 2nd, 2021

Bieritz motioned to approve minutes, second by Walls. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Financial Update

Ms. Carter reviewed the finance update that consisted of the General Fund Revenue as of August 31st document, and the Fund Equity Changes Report. She stated not much has changed on the funds since the last meeting. She pointed out the Recreational Use Tax is at 1,254% of budget, Baughn commented this budget number has been increased for the 2022 budget. Carter also explained the Fund 005 Liability Fund should look better next meeting with the deposit from the 9/3/2021 second tax payment due date.

Agenda Item 6 – Audit Presentation FY 2021

Sandy Cook was present to present the 2020 FY audit.

Agenda Item 7 – Treasurer Budget 2022

Bieritz motioned, second by Becky Stark to discuss. Chairman Baughn presented the budget and explained the only change is to the salary line for raises, and to postage due to the increased postage rates. He also explained Fund 72 will be eliminated since no new revenue is created for this fund, the money will be transferred to Fund 88.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark and Crisi Walls. 6 yes, 1 absent.

Agenda Item 8 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the North Fork District - \$24,000.00

Bieritz motioned, second by Surprenant to discuss. Baughn explained this moving money from one line in the budget to the line to pay for equipment. This equipment monitors the level of nitrates in the water, if levels increase then this will turn on a filtration system. This is a three-year project, so the budget for 2022 has been adjusted, so that an amendment doesn’t have to be done again next year.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark and Crisi Walls. 6 yes, 1 absent. Motion passed.

Agenda Item 9 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Probation Department - \$25,000.00

Walls motioned, second by Becky Stark to discuss. Gregory explained this moving money from the fund balance into the current fiscal year budget. This is for the ankle bracelet monitoring. This notifies probation officers if someone has left their home, or entered into an area they are not allowed. This has increased from 15-20 people to the current level of 30.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark and Crisi Walls. 6 yes, 1 absent. Motion passed.

Agenda Item 10 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Animal Control Department – Line Item Transfer Out of Category \$16,951.00

Bieritz motioned, second by Becky Stark to discuss. Baughn explained this moving money from the revenue line to the expense line to pay for supplies for the animals. They have raised more in donations than budgeted and also received reimbursement from Catlin from the large hoarding case.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark and Crisi Walls. 6 yes, 1 absent. Motion passed.

Agenda Item 11 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the 708 Community Mental Health Board - \$4,250.00

Bieritz motioned, second by Bruce Stark to discuss. Russell explained that Gibson Hospital made a donation of \$25,000, and he needs to move \$4,250 of the money into the 2020-2021 budget to pay for mental health training for October and November. The remaining money will be placed into the 2021-2022 budget year.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark and Crisi Walls. 6 yes, 1 absent. Motion passed.

Agenda Item 12 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Liability Fund - \$80,000.00

Walls motioned, second by Becky Stark to discuss. Baughn explained this money is needed to pay the last quarterly insurance bill. This is needed due to higher than planned claims. This fund was estimated, however next year we will know the true amount of the liability insurance line.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark and Crisi Walls. 6 yes, 1 absent. Motion passed.

Agenda Item 13 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Health Insurance Fund - \$52,000.00

Surprenant motioned, second by Bieritz to discuss. Baughn explained this estimated per department on health insurance. Due to the changes in employees and their benefits they select, this amendment is required to fund the health insurance line.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Mary Ellen Surprenant, Bruce Stark, Becky Stark and Crisi Walls. 6 yes, 1 absent. Motion passed.

Agenda Item 14 – Executive Session

None

Agenda Item 15 - Items of Information

Chairman Baughn stated there are three budgets left to take to Tax & Elections Committee. Bieritz

stated his concern about our county having the lowest vaccination rates, and that we need to do something to help save lives. Surprenant stated the County Board needs to present a united front on the COVID vaccination. Discussion ensued regarding ideas to increase the vaccination rate for the county.

Agenda Item 16 – Adjournment

Committee Chairman Fourez adjourned the meeting at 6:06 PM.

Minutes by: Cassy Carter, Financial Administrative Manager