

Special Finance & Personnel Committee
Monday, January 9, 2023
5:00 PM, 2nd Floor, Joseph G. Cannon Building

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Steve Miller called the Special Finance & Personnel meeting to order at 5:00 PM. Upon the call of roll, the following members were present; Steve Miller, Jerry Hawker, Craig Golden, Bruce Stark, Joe Eakle, Shelley McClain, Todd Johnson and Nancy O’Kane. 8 Present, 0 Absent. Also, in attendance; Larry Baughn Jr.– Vermilion County Board Chairman, Robyn Heffern – Chief Deputy County Clerk Office, Steve Brandy- WDAN/Neuhoff Media, Erika Ramsey – Vermilion County Auditor, Cassy Carter- Vermilion County Finance Director joined via teleconference, Jennifer Jenkins – Vermilion County Board Office, and, Wes Bieritz – Landbank.

Agenda Item 2 - Adoption/Amendments to the Agenda

Eakle motioned, second by Johnson to approve the agenda as agenda. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – December 12, 2022

Committee Chairman Miller advised that a revised version has been created and it was handed out to the committee. The revisions were as follows; Item 6 was revised because Miller requested the addition of his statement regarding the conflict of interest aspects of the ARPA awards. It states that Committee Chairman Miller cited Federal, State, and County provisions provided by Mr. William Donahue regarding conflicts of interest Miller stated he will not participate in any deliberations or discussions of any ARPA awards in regards to any entity that he is in anyway financially associated. In addition, Members of the committee were also reminded that if they feel that they would have a conflict of interest that they would exercise the same practice with awarding funds. Miller also wanted to include the handouts that he provided to the committee at the December 12, 2022 meeting to accompany the minutes to ensure the correct reference material. Hawker motioned to approve the amended minutes along with the attachments, second by O’Kane. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None.

Agenda Item 5 – Financial Update

Erika Ramsey referenced her handout that reflects 2022. The highlights are that the General Fund is doing very well. It is significantly higher than budgeted. This is attributed to the Corporate Replacement Tax. We generally get this revenue in May however it came at a later date due to legislative changes, COVID money reconciliation, etc.. This amount was budgeted at \$1.8 million and it ended at \$4.8 million.

Hawker asked why some funds appeared to be in a deficit. Ramsey advised this was actually a difference from the beginning of the last fiscal year to the end of the fiscal year. It is not the actual balance. The Animal Control Fund is in a deficit. However, the Finance Director will do an annual transfer to this fund which should resolve this issue. These are balances as of the end of November, the end of the fiscal year. Changes for December would not show on this report.

Agenda Item 6, 7, and 8 – ARPA Applications, Vermilion County Projection, and ARPA Requests

Miller referenced the sample application(s) acquired from other counties, municipalities, etc. It was previously discussed that we may want to consider a formal application. Miller advised he has discussed this with Baughn and instead of recreating a new application it may be better to review what has already been submitted and determine what may or may not be lacking. There was also discussion of whether or not we had a requirement to release funds of \$1 mil to other government entities. This is an item that the Finance Director, Carter, is awaiting an answer from the outside auditor. She will advise once this information is received. Stark advised that we need to look at the County needs for our facilities prior to extending any funds to anyone else. Johnson agreed and added that we need to do our projects and then come back and revisit any, if available, remaining funds. O’Kane suggested that we compile some suggestions for the Vermilion County buildings and the potential cost. Baughn advised that there is an ongoing list of projects for Vermilion County

that have been planned since the beginning discussions of the ARPA funds. Building and Grounds will get this list together for the next Finance Committee meeting so that the members may review projects that can be performed utilizing the ARPA funds. Miller suggested that any current, and future ARPA applications from communities will be distributed to the Finance Committee by the Finance Director so that they can continue to monitor fund requests.

Agenda Item 9 – Executive Session

None

Agenda Item 10 - Items of Information

Wes Bieritz advised the committee of his request on behalf of Land Bank. He provided a handout that is for rehabilitation of homes through Land Bank. Not demolition. That is why he needs the support of the County Board and ARPA funds for this project. The handout is a model of eligibility for the program, such as; income requirements for a household, contractor questions, loan repayment, etc. This program focuses on replacement and/or repair of roofs. This is so important for this so that people can remain in these homes.

O’Kane explained that the repair of roofs in her own community would make a significant difference in the homes and the ability for someone to live in the home.

Mclain advised the committee of her support for the Land Bank as she has seen its success within her own community.

Agenda Item 11 – Adjournment

Committee Chairman Steve Miller adjourned the meeting at 6:19 PM.

Minutes by: Jennifer Jenkins, Vermilion County Board Office Manager