

**Special Finance & Personnel Committee**

**Monday, September 11, 2023**

**5:00 PM, 2<sup>nd</sup> Floor, Joseph G. Cannon Building**

**MINUTES**

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

Committee Chairman Steve Miller called the Finance & Personnel meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Steve Miller, Jerry Hawker, Bruce Stark, Joe Eakle, Shelley McLain, Todd Johnson and Becky Stark. Excused Absent was Criag Golden. 7 Present, 1 Absent. Also, in attendance; Larry Baughn, Jr. – Chairman, Terry Bates – Mayor of Sidell, Haley Dixon – Chief Deputy Auditor’s office, Cassy Carter- Vermilion County Financial Resources Director, Missy Quick – Circuit Clerk, Brian Talbott – Technology Director, Will Keister – Technology Assistant Director, Dr Wes Bieritz – Land Bank, Bill Donahue – Audience Member, Bill Pickett – WDAN, Michael Hansen, Wanda Schmit and Justin Bargo – Village of Catlin.

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

Hawker motioned to amend the agenda to add Dr Bieritz with Land Bank to item #4 and to move all other items down one. Miller stated due to another meeting that Melissa Quick had to attend, that he would move them both as 4A and 4B and shift all other items down one number. Eakle motioned to approve amended agenda, second by Hawker. Motion passed by acclamation.

**Agenda Item 3 - Approval of Minutes – August 7, 2023**

McLain motioned to approve minutes, second by Bruce Stark. Motion passed by acclamation.

**Agenda Item 4A – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for Circuit Clerk – Court Documentation Storage Fund - \$36,000.00**

Hawker motioned, second Johnson to approve. Quick explained this is moving money from the fund balance into the current FY2022-2023 budget expense line. This is to pay the Jano bill.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

**Agenda Item 4B – ARPA – Land Bank**

Dr. Bieritz spoke on behalf of the Land Bank. That the Land Bank has demolished 50-60 dilapidated homes in Vermilion County. The Land Bank has helped various communities with coding issues, as to help get these homes demolished. They also have donated the 801 Fairchild location to the United Way, so that they no longer have to pay rent. He stated the Land Bank not only wants to do these projects, but are also wanting to improve salvageable homes with new roofs. This would allow better community presentation, as well as long term tax payments on these homes for the tax basis. Land Bank is requesting \$500,000 from ARPA. Hawker stated he would request that Land Bank be put on the October Finance Meeting so that a vote can be made for this request. Hawker then asked what the county has donated to date, in which Dr Bieritz replied \$10,000. Becky Stark questioned what other counties have donated. Dr Bieritz noted the donations from Champaign County of \$500,000 and Decatur of \$1,000,000. He also stated that Paxton is wanting to add money to be a part of the Land Bank. Dr Bieritz stated that he did want to assure all that any money donated from Vermilion County would only be used in Vermilion County.

**Agenda Item 5 - Audience Comments**

None

**Agenda Item 6 – Financial Update**

Dixon referenced her handout that reflects fund balances through 08/31/2023. The General Fund is doing very well and it is ahead of where it should be. The Liability Fund (Fund 005) is still negative, but will reflect as positive, once the tax bills are posted. The ARPA financial report was also attached with no questions to Carter.

**Agenda Item 7 – ARPA Request – Mayor Bargo and Commissioner Schmit, Village of Catlin IDNR Grant**

Michael Hansen explained that in 2022 Catlin received the IDNR Grant for \$179,000. This was going to build an ADA

compliant 4-acre trail with quarter mile loop, a parking lot, and to rebuild the pavilion. There would be an exercise path for walking and biking. Also included in the plans are 10 stops containing exercise stations. This would be in the center of Catlin. This would develop the area of Rice Lake which was donated to Catlin in 1975. Due to COVID and the increase in prices, they are short \$180,000. Bruce Stark asked the amount of ARPA money received by Catlin. It was noted they did receive \$260,000 with a remaining balance of \$46,000. This remaining money is earmarked for police body cameras. Hawker stated he is more in favor of infrastructure water projects, or the Hoopston hotel project which would bring money to the community via jobs and yearly taxes. He stated if he were to vote, that he would vote no.

#### **Agenda Item 8 – ARPA Request – SOA – Matt Long – New Flight and Change Finder**

Carter stated this is for the SOA to procure another Fly Over. It has been 4 years since the last one, and it picked up several tax dollars from new construction, missed structures etc. We currently have a 3-inch resolution, to fly this again and get updated images would be \$351,619.68. Danville is requesting a fly over at 1-inch resolution to help with more detail in city as well help realtors. The City of Danville is proposing to pay the difference. The cost for the 1-inch would be \$371,287.80. This did go to Tax & Elections that committee passed this to move on to Finance.

Hawker motioned to add this item to the County Board agenda, in the amount of \$371,287.80 (as long as the City of Danville pays the difference). He also requested that Long do a presentation to the full County Board for a vote. Second by Bruce Stark.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, McLain, Johnson and Becky Stark. Eakle voted no. 6 yes, 1 no, 1 absent. Motion passed

#### **Agenda Item 9 – Budget - Treasurer**

Hawker motioned, second by Eakle to approve. Miller explained Duncan could not make the meeting and he did receive and email on his budget. There were no changes with the exception of the 3.125% salary increases and postage due to the increase in postage cost.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

#### **Agenda Item 10 – Budget – Auditor**

Johnson motioned, second by McLain to approve. Carter explained this budget shows an increase in the salary line due to the 3.125% salary increase, as well as an increase in the education/training line. This is so, Chief Deputy Dixon may attend the Leadership program.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

#### **Agenda Item 11 – Resolution – RE: County Contribution with Reimbursement – To Child Advocacy Center FY2023-2024**

Hawker motioned, second Bruce Stark to approve. Carter explained this is the yearly transfer that simply fronts the money from the county to the CAC. With grant funds, you have to spend the money, then request the reimbursement. This money will be reimbursed to the county via the CAC grant funds as they receive reimbursements.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

#### **Agenda Item 12 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Drug Court Fee Fund - \$10,000.00**

Bruce Stark motioned, second by Eakle to approve. Carter explained this is moving money from the Opioid Settlement line, into the Drug Court Fee Fund. Since this is an allowed expenditure, this will pay various expenses incurred from the Specialty Courts.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

#### **Agenda Item 13 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Mental Health 708 Fundy – Out of Category Transfer - \$9,656.00**

Eakle motioned, second by Johnson to approve. Carter explained previously it was voted to move money from the Opioid settlement line into the Mental Health Fund. It is now needed to move money from the Miscellaneous Expense line

into the salary line of the Mental Health Budget, so that we can pay the additional person hired for the remainder of FY2022-2023.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

**Agenda Item 14 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the North Fork District – Out of Category Transfer**

Bruce Stark motioned, second by Eakle to approve. Carter explained this is moving money from one expense line into a different line. This is to pay for Aqua Monitoring Equipment on the North Fork River.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

**Agenda Item 15 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Technology Services - Out of Category Transfer - \$15,000.0**

McLain motioned, second by Eakle to approve. Talbott explained this moving money from the Communication line into the Maint/Repair Hardware line to so that it can be used to purchase new computer equipment. This surplus is due to a credit from AT&T after upgrading their service. This resulted in a large credit, this changed their billing to a lesser cost.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

**Agenda Item 16 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Technology Services – Received Revenue - \$14,244.00**

Johnson motioned, second by McLain to approve. Talbott explained this is moving money from the IT Grant Revenue line into the expense line so that IT can use this for expenses.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

**Agenda Item 17 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Liability Fund - \$5,616.00**

Eakle motioned, second by Hawker to approve. Carter explained the canopy at the Health Department was hit and damaged. We received an insurance check for the damage. This money went into the revenue line. We now need to move this money into the expense line so that we may pay the bill to have this repaired.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

**Agenda Item 18 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for Health Insurance Lines**

Hawker motioned, second by Johnson to approve. Carter explained that the health insurance is estimated for each department at the beginning of the year. Due to a new employee and an existing employee electing health insurance this change is needed to pay employees' health insurance benefits.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bruce Stark, Eakle, McLain, Johnson and Becky Stark. 7 yes, 1 absent. Motion passed

**Agenda Item 19 – Executive Session**

None

**Agenda Item 20 - Items of Information**

Hawker noted that he had requested, via a FOIA, the complete copy of all ARPA detailed expenses. He was denied this request by the State's Attorney office. Hawker also stated giving raises midyear is wrong. Discussion ensued on midyear pay raises.

**Agenda Item 21 – Adjournment**

Committee Chairman Steve Miller adjourned the meeting at 6:20PM.

Minutes by: Cassy Carter, Vermilion County Financial Resources Director