

Finance & Personnel Committee

Monday, February 5, 2024

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 Finance & Personnel meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Steve Miller, Jerry Hawker, Craig Golden, Todd Johnson, Becky Stark and Lon Henderson. Excused absent were Joe Eakle and Greg Shepard. Absent was Jim McMahon. 6 Present, 3 Absent.

Also, in attendance; Larry Baughn, Jr. – Chairman, Cassy Carter- Vermilion County Financial Resources Director, Bill Pickett – Neuhoff Media, Blaine Meadows and Michael Benders – Centrica Business Property Improvement, Matt Long – Supervisor of Assessment, Darren Duncan – Treasurer, Nancy Boose – HR Director, Cynthia Porter and Bill Donahue – Audience Members.

Agenda Item 2 - Adoption/Amendments to the Agenda

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

Agenda Item 3 - Approval of Minutes – January 8, 2024

Henderson motioned to approve the minutes, second by Stark. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

Cyntia Porter stated she was present to discuss the change in the Animal Shelter. In the past she has partnered with the Animal Shelter to ensure the horses are “well cared for”. She did feel in the past this was done very well. However, she stated she is seeing a change. She stated the horses are not housed in acceptable conditions and are receiving serious injuries due to this. She also stated, the horses were once at great weights with acceptable weight gains, only to now be underweight again due to losing weight again. She explained the Shelter is paying bills late or not paying at all. She noted that Director Kasey (Snyder) Napier and ACO Kathleen Orcutt are not trained on how to properly care for horses. She stated the community is very concerned about the state of the animals and is asking for a resolution by requiring more training on the care of horses for the Animal Shelter employees.

Agenda Item 5 – Financial Update

Carter passed out the Fund Equity Change report and the ARPA reports. Carter noted per the attached ARPA financial reports the remaining ARPA balance for communities is currently \$17,388.06. Discussion ensued regarding allocating part of the interest from ARPA money into the community pledge line. This would allow more funds to help villages and communities.

Agenda Item 6 – ARPA Funds Allocation Action – Supplementary ARPA allotment for local entities from interest gained on ARPA fund.

Henderson motioned to allocate 50% of the interest from the ARPA fund into the community request pledge amount, second by Hawker to approve. Carter explained this would allocate half the interest earned in 2022 and 2023, this total would be \$227,813.28. Johnson clarified that this is for existing requests for units of local government. Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Golden, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 7 – ARPA Action- Approval of County authorizing Centrica to work with delegated county staff to satisfy State of IL Procurement through registering as a member of TIPS (The Interlocal Purchasing System)

- A. Approval of County authorizing Centrica to work with the delegated Vermilion County staff to satisfy County Procurement through registering as a member of TIPS (The Interlocal Purchasing System).
- B. Deliberate and act on selecting Centrica Business Solutions (CBSS), a qualified vendor referenced in the RFQ administered by TIPS through the Energy Saving Performance Contracting TIPS contract #220104 as the most highly qualified TIPS vendor for the Member’s purposes, and authorize the Chairman of the County Board to execute a

Project Development Agreement with Centrica Business Solutions (CBSS) pending registration acceptance of TIPS membership.

Henderson motioned to combine 7A & 7B as one voting item, second by Hawker to approve. Miller explained this would allow Centrica to move forward with attaining bids. This would also allow them to act as the vendor for the County via TIPS. Miller also reviewed the breakdown of expenses per project.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Golden, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed

Agenda Item 8 – Resolution: RE: Contractual Retainer of Reifsteck Wakefield Fanning & Company

Hawker motioned, second by Henderson to approve. Miller explained this is an engineering firm that would be retained for specific jobs and would be looking out for the best interest of the County.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Golden, Johnson, Stark and Henderson. 6 yes, 2 absent. Motion passed

Agenda Item 9 – Executive Session

None

Agenda Item 10 - Items of Information

Hawker inquired about the status of the reports he had requested from the Animal Shelter Director from the previous meeting. His previous request had asked to include the count of the animals and the expenses. Carter stated that request was noted in the January 8, 2024 minutes. Chairman Baughn stated he would forward this request on to the Director as well as the Committee Chairman McFadden.

Agenda Item 11 – Adjournment

Committee Chairman Steve Miller adjourned the meeting at 5:40 PM.

Minutes by: Cassy Carter, Vermilion County Financial Resources Director