

Finance & Personnel Committee
Monday, April 2, 2018
5:00 PM, 2nd Floor, VCAB

AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to the Agenda
3. Approval of Minutes – March 5th, 2018
4. Audience Comments
5. Financial Update
6. Ordinance: Budget Amendment for the Coroner's Receipt of State Funds - \$9,191.00
7. Ordinance: Establishing the number of Deputy Sheriffs and Correctional Officers
8. Ordinance: Amendment to the Combined Annual Budget and Appropriation for the Sheriff's Department - \$52,000
9. Ordinance: Amendment to the Combined Annual Budget and Appropriation for the Vermilion County Auditor's Office - \$1,950
10. Executive Sessions:
 - A **Pursuant to Illinois 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) (2)** Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
 - C **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.
 - D **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.
11. Items of Information
12. Adjournment

(Please note the meeting location is at the Vermilion County Administration Building located at 201 N. Vermilion St 2nd Floor, Conference Room, Danville, IL)

Finance & Personnel Committee
Monday, March 5, 2018
5:00 PM, Room 319, Courthouse Annex

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; Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. Wes Bieritz was absent and excused. Also, in attendance was Darren Duncan, Vermilion County Treasurer; Bill Wright, Vermilion County Auditor; Alexis Berlin, Chief Deputy Auditor; Doug Toole, Health Department Administrator; Bill Donahue, Risk Consultant; Stephanie Weber, Assistant State's Attorney; and Michael Marron, Vermilion County Board Chairman.

Agenda Item 2 - Adoption/Amendments to the Agenda

Walls motioned, second by Mr. Stark, to approve the agenda as presented. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – January 8th, 2017

Mrs. Stark moved, second by Walls, to approve the minutes with the correction. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 - Financial Update

Ms. Briggs distributed a financial update report that included the year end reports for the 2016-2017 fiscal year. These reports were discussed. The General Fund had a deficit in expected revenue of around \$900,000, but expenditures were significantly under budget. For the 2017 – 2018 fiscal year, the tax levy has been increased which will contribute to increase the General Fund. A month-end report for January was also provided at the beginning of the meeting.

Agenda Item 6 - Ordinance: Amendment to the Annual Budget and Appropriation for the State Attorney's Office – VOCA Grant

Stark moved, second by Walls, to discuss.

The State's Attorney's Office has been awarded a grant to help aid the Victim/Witness Program. This budget amendment is to add the salary expense for these positions which will then be reimbursed quarterly by the federal grant. Stephanie Weber from the State's Attorney's office was present to answer any questions. She also stated that in the last few years the legislation has added requirements for the State's Attorney's office regarding the Victim Bill of Rights. The additional personnel will help assist in complying with those laws.

Upon the call of the roll the following members voted yes, to wit: Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. 6 yes, 1 absent

Agenda Item 7 - Ordinance: Amendment to the Annual Budget and Appropriation for the VOCA Salary

Mr. Stark moved, second by Boyd to discuss.

The State's Attorney's office must provide a portion of the salary for the new Victim/Witness Program. This amount was originally budgeted in the State's Attorney salary line and is being moved to the grant salary line. Therefore, no additional funding has been added to the budget.

Upon the call of the roll the following members voted yes, to wit: Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. 6 yes, 1 absent

Agenda Item 8 - Ordinance: Amendment to the Annual Budget and Appropriation for State's Attorney's Office – Books and Periodicals

Mrs. Stark moved, second by Walls to discuss.

The State's Attorney's office has asked to move \$10,000 from Books & Periodicals to Case Expense. The case expenses have increased with use of more Grand Juries this fiscal year.

Upon the call of the roll the following members voted yes, to wit: Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. 6 yes, 1 absent

Agenda Item 9 – IMRF Discussion

A discussion was held about the IMRF fund, specifically concerning the Elected County Official Account (ECO) and the SLEP Enhancement Account. The Regular Account is well funded at this time. The ECO account had a balance of \$148,931.17 at the end of 2017. While this account does have a positive balance, there are still around 8 officials that will retire from that fund. If a long serving elected official should retire, that account would then expect to fall into a negative balance. The SLEP Enhancement account had a balance of -\$888,717.34 at the end of 2017. Not only is the county not funded, but every year the county is paying a 7.5% interest on that account as well. The County's IMRF Representative, Mandy Beedie, met with the County Board, Treasurer, and Auditor offices and suggested making a supplement payment to these funds. Chairman Marron brought the idea that a large payment should be made to both accounts from the General Fund. The General Fund currently has a large fund balance that can only make a small percent interest on short term CDs. A large payment to these IMRF accounts would result in positive IMRF funds, smaller percentage in yearly contributions, and 7.5% earned interest for the account rather than a penalty every year.

Agenda Item 10 – Executive Session

Not necessary

Agenda Item 11 - Items of Information

Half of the County Board Department has moved to the Vermilion County Administration Building and the rest of the offices will be moving this week. The County Clerk department positions not involved in the election will move next. The positions that are involved in the election and the Danville Election Commission will move when the election is over. Chairman Marron stated that after the offices have moved, he would like to meet with the Sheriff to discuss a security plan and have an active shooter training. All County Board and committee meetings will take place at the Vermilion County Administration Building starting April 1st. Chairman Marron discussed how smooth the transition to the Vermilion County Administration Building has been due to the County employees, especially in the Technology and Building & Grounds departments. He would like to discuss bonuses after the move has been fully completed.

Agenda Item 12 – Adjournment

Chairman Fourez adjourned the meeting at 5:35PM.

Minutes by: Erika Briggs, Financial Resources Director

ORDINANCE

RE: Budget Amendment for Coroner's Receipt of State Funds

WHEREAS, the County Coroner has received State funds from the Department of Public Health; and,

WHEREAS, the revenue, while annual could not be budgeted ahead of time as it is dispersed by the State based upon revenue from a surcharge paid for death certificates to be used for equipment and lab facilities; and,

WHEREAS, such additional revenue can be added to the Special Circumstances line in the Coroner's budget.

NOW, THEREFORE BE IT RESOLVED by the County Board of Vermilion County, Illinois, that the Coroner's budget be accordingly amended to show the receipt of such grant funds as set out in the request for budget amendment attached here to and incorporated herein by reference.

This budget amendment requires two thirds approval by the full County Board

**FROM ILLINOIS DEPARTMENT
OF PUBLIC HEALTH:**

TO APPROPRIATION NUMBER:

001.101.00.02530	\$9191.00	001.350.00.04238	\$9191.00
General Fund		Special Circumstance	

PRESENTED, APPROVED AND RESOLVED by the County Board of Vermilion County, Illinois at the April 17, 2018 A.D. Session.

DATED this 17th day of April 2018 A.D.

AYE _____ NAY _____ ABSTAIN _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County

Approved by Public Safety Meeting: Chuck Nesbitt Y N A
Date- 03/21/2018 Chairman

Craig Golden (Y) N A

Tom Morse (Y) N A

Bruce Stark (Y) N A

Becky Stark (Y) N A

Nancy O'Kane (Y) N A

Larry Baughn (Y) N A

Resolution No. _____

ORDINANCE

**RE: ESTABLISHING THE NUMBER OF DEPUTY SHERIFFS AND
CORRECTIONAL OFFICERS**

WHEREAS, pursuant to 55ILCS 5-3-6008, the Vermilion County Board has the power to set the number of Deputy Sheriffs; and,

WHEREAS, it is necessary to add a deputy to allow for greater flexibility in scheduling to provide for security at the vermilion county administrative building; and,

WHEREAS, the County passes an annual ordinance setting the number of correctional officers and deputies and should therefore be changed to include the addition of one (1) deputy.

NOW, THEREFORE, BE IT ORDAINED the number of Deputy Sheriff positions be set at forty (40) including the D.A.R.E. Program Officer, plus any number on leave of absence or in training.

BE IT FURTHER ORDAINED the number of Correctional employees be set at fifty-two (52) with forty-four (44) of that number being Correction Officers.

BE IT FURTHER ORDAINED this ordinance supersedes and replaces all previous ordinances.

PRESENTED, APPROVED, and RESOLVED by the County Board of Vermilion County, Illinois at its April 17, 2018, A.D. meeting.

DATED, this 17th day of April, 2018 A.D.

Vermilion County Board Chairman

Aye _____ Nay _____ Absent _____

ATTEST:

Clerk of the County Board

Page 2

APPROVED BY Public Safety Committee:

Chuck Nesbitt Y N A Date 03/21/18

Chairman

Craig Golden Y N A

Tom Morse Y N A

Bruce Stark Y N A

Becky Stark Y N A

Nancy O'Kane Y N A

Larry Baughn Y N A

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR SHERIFF'S DEPARTMENT**

WHEREAS, the County Board has authorized the addition of an additional deputy for the Sheriff's Department; and

WHEREAS, the additional salary for a new deputy needs to be added to the Sheriff Department's budget in the amount of \$52,000.00; and

WHEREAS, the budget therefore needs to be amended to take money from the general fund balance and place it in the Sheriff's Department budget accordingly and was not known when the budget was prepared, and thus was not included.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor be authorized and instructed to amend the budget for fiscal year 2017-2018 by appropriating the sum of \$52,000.00 as follows:

001.101.00.02530	Fund Balance	\$52,000.00
001.310.00.04101	Sheriff Department	\$52,000.00

And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the April 17, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 17th day of April 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR VERMILION COUNTY AUDITOR’S OFFICE**

WHEREAS, the Auditor is required by statute to complete minimum continuing education training requirements; and

WHEREAS, the there is an in-state opportunity to obtain such credits and receive necessary training in the State of Illinois; and

WHEREAS, the budget therefore needs to be amended to take money from the general fund balance and place it in the Auditor’s budget accordingly and this was not known when the budget was prepared, and thus was not included.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County Illinois that the County Auditor be authorized and instructed to amend the budget for fiscal year 2017-2018 by appropriating the sum of \$1950.00 as follows:

001.120.00.04251	Travel Expense	\$700.00
001.120.00.04364	Education/Training	\$1250.00

And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the April 17, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 17th day of April 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

