

Finance & Personnel Committee
Monday, July 2nd, 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 – June 4th, 2018
4. Audience Comments
5. Financial Update
6. Resolution: 2019 Legal Holidays for Vermillion County, Illinois
7. Resolution: Deferred Compensation Program Agent
8. Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Regional Office of Education - \$9,000
9. Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Animal Regulation Department -\$8,000
10. Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Capital Improvements - \$6,000
11. Resolution: Bond Issue 2016 Account – Juvenile Detention Center
12. 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.
13. Items of Information
14. Adjournment

Finance & Personnel Committee
Monday, June 4th, 2018
5:00 PM, Conference Room, 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; Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark, Bruce Stark, and Crisi Walls. Todd Johnson was absent and excused. Also, in attendance was Darren Duncan, Vermilion County Treasurer and Bill Donahue, Risk Consultant.

Agenda Item 2 - Adoption/Amendments to the Agenda

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

Agenda Item 3 - Approval of Minutes – March 5th, 2017

Mrs. Stark motioned, second by Ms. Walls, to approve the minutes. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 - Financial Update

Ms. Briggs distributed a finance update that consisted of the General Fund revenue and expense totals and the Budgeted Fund revenue and expense totals. Once a portion of the new accounting system is complete on all the computers, the finance update will be more detailed again. Also, Ms. Briggs has previously talked to the Circuit Clerk's office to inquire about the decrease of the FTA Fee in the General Fund. The Circuit Clerk's office believes that it could be because status calls have mostly been eliminated and that is when this fee would be assessed. Instead, these files are being forwarded to collections.

Agenda Item 6 – Review: EAV Report

The 2017 EAV Report was provided. Mr. Donahue had talked to Mr. Long, the Supervisor of Assessments, previously and he would anticipate a soft increase in EAV due to an increase in housing values.

Agenda Item 7 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Animal Regulation Department

Walls moved, second by Mrs. Stark, to discuss.

Animal Regulation is asking for an out of category transfer in order to cover basic annual cost of care for animals in the shelter. Due to the reassignment of duties, an extra kennel worker is not needed and the salary can be transferred to cover this cost.

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

Agenda Item 8 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Liability Insurance

Mr. Stark moved, second by Walls, to discuss.

Due to worker's compensation claims, additional funding is needed for the Liability Insurance Fund. The

amount budgeted was estimated after discussing with the insurance carrier and their attorney any potential settlements that could occur this year.

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

Agenda Item 9 – Executive Session

Not necessary

Agenda Item 10 - Items of Information

None

Agenda Item 11 – Adjournment

Chairman Fourez adjourned the meeting at 5:15 PM.

Minutes by: Erika Briggs, Financial Resources Director

RESOLUTION

RE: 2019 Legal Holidays for Vermilion County, Illinois

WHEREAS, pursuant to the Vermilion County Personnel Policy, a list of holidays shall be distributed to all departments and offices of Vermilion County in December of each year; and,

WHEREAS, holidays were established by the Chief Judge of the Supreme Court of Illinois by order M.R. 5272 and forwarded to the County Board by the Presiding Judge of Vermilion County.

NOW, THEREFORE, BE IT RESOLVED by the Vermilion County Board that the following list of days is observed as legal holidays by the County of Vermilion through the year of 2019:

Tuesday, January 1, 2019	New Year's Day (observed)
Monday, January 21, 2019	Martin Luther King Jr. Day
Tuesday, February 12, 2019	Lincoln's Birthday
Monday, February 18, 2019	Washington's Birthday (observed)
Monday, May 27, 2019	Memorial Day
Thursday, July 4, 2019	Independence Day
Monday, September 2, 2019	Labor Day
Monday, October 14, 2019	Columbus Day (observed)
Monday, November 11, 2019	Veteran's Day
Thursday, November 28, 2019	Thanksgiving Day
Friday, November 29, 2019	Day following Thanksgiving Day
Wednesday, December 25, 2019	Christmas Day

PRESENTED, APPROVED, and RESOLVED by the County Board of Vermilion County, Illinois, at their July 10, 2018, session.

DATED, this 10th day of July, 2018, A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Resolution No. _____

RESOLUTION

RE: DEFERRED COMPENSATION PROGRAM AGENT

WHEREAS, pursuant to the Vermilion County Personnel Policy and Practice, the County offers a deferred compensation program at no expense to the County, but of great value to the employee; and,

WHEREAS, the County routinely engages the service of an agent to administer the program and assist the County in meeting its fiduciary duties under this program, and

WHEREAS, has reviewed various options and has elected to retain Raymond James who has a local field representative who is able to timely and ably serve the needs of our employees.

NOW, THEREFORE, BE IT RESOLVED by the Vermilion County Board that Raymond James be retained as the County's agent for our Deferred Compensation program

PRESENTED, APPROVED, and RESOLVED by the County Board of Vermilion County, Illinois, at their July 2nd, 2018, session.

DATED, this 2nd day of July, 2018, A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Resolution No. _____

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE REGIONAL OFFICE OF EDUCATION**

WHEREAS, the Regional Office of Education is required to expend funds for audit costs;
and

WHEREAS, the cost for such an independent audit is a new requirement from the
Auditor General and the State of Illinois; and

WHEREAS, the budget therefore needs to be amended 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 transferring money in the amount as below to facilitate payment of costs for an
independent audit.

From:

001.420.00.04361	Contractual Professional Services	\$9,000.00
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And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at
the July 10, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 10th day of July 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Budget Amendment –ROE

Approved by Heath and Education Committee:

Kevin Green (Y) N A
Chairman

Phearn Butler (Y) N A

Marla Mackiewicz (Y) N A

Chuck Mockbee (Y) N A

Chuck Nesbitt (Y) N A

Frank Hoskins (Y) N A

Cari West- Monson Y N (A)

Resolution

No. _____

ORDINANCE

RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE ANIMAL REGULATION DEPARTMENT

WHEREAS, the Animal Regulation Department is required to expend funds for fuel costs;
and

WHEREAS, the line item for such costs can be replenished by an out of category line
item transfer; and

WHEREAS, the budget therefore needs to be amended 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 transferring money in the amount as below to facilitate payment of fuel costs.

From:

011.440.00.04450	Office Furniture/Equipment	\$8,000.00
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TO:

011.440.00.04221	Fuel	\$8,000.00
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And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at
the July 10, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 10th day of July 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Budget Amendment –Animal Regulation

APPROVED BY HEALTH & EDUCATION COMMITTEE:
June 21, 2018

Kevin Green Y N A
Committee Chairperson

Phearn Butler Y N A

Charles Nesbitt Y N A

Marla Mackiewicz Y N A

Cari West-Monson Y N A

Chuck Mockbee Y N A

Frank Hoskins Y N A

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR CAPITAL IMPROVEMENTS**

WHEREAS, the there is a need to increase the salary/personnel line in the capital improvements fund; and

WHEREAS, there is sufficient funds in the capital improvements budget to allow an out of category line item transfer; and

WHEREAS, the budget therefore needs to be amended 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 transferring money in the amount as below to facilitate an increase in the salary personnel line for capital improvements.

From:

041.910.00.04525	Capital Expense/ Buildings	\$6,000.00
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TO:

041.910.00.04101	Salary Personnel	\$6,000.00
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And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the July 10, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 10th day of July 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

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Budget Amendment –Capital Improvements

APPROVED BY Finance /Personnel:

Steven Fourez Y N A 7/2/18
Chairman Date

Wesley Bieritz Y N A

Robert Boyd Y N A

Todd Johnson Y N A

Becky Stark Y N A

Bruce Stark Y N A

Crisi Walls Y N A

Request for Transfer
Fiscal Budget
2017 - 2018

Dept: Capital Improvements

Date: 6 - 20 - 18

From: Capital Expenditures

To: Salary - Personnel

Line Item	Description	Line Item	Description	Amount
041 - 910 - 00 - 04525	Capital Exp/ Buildings	041 - 910 - 00 - 04101	Salary - Personnel	\$ 6000
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$
-	-	-	-	\$

NARRATIVE:

Due to decommissioning of the annex, a temporary employee has been hired in the Supervisor of Assessment's office for additional assistance. This position will be through August.

Department Head: _____

Approved By:

_____ Committee

Finance Committee

Chairman _____

Chairman _____

Date: ____ - ____ - ____

Date: ____ - ____ - ____

RESOLUTION

RE: BOND ISSUE 2016 ACCOUNT – JUVENILE DETENTION CENTER

WHEREAS, the Danville Public Building Commission operates, maintains and provides capital improvements for the Juvenile Detention Center in accordance with a lease agreement with the County of Vermilion; and,

WHEREAS, a Memorandum of Understanding was also signed between the Danville Public Building Commission, City of Danville, and the County of Vermilion; and,

WHEREAS, there is a need to add a project to the original Bond Issue Project list that is deemed necessary and essential by the County of Vermilion to the Juvenile Detention Center; and,

WHEREAS, the *replacement of the HVAC system for the Juvenile Detention Center* is deemed necessary for the continued operation of the Juvenile Detention Center; and,

NOW, THEREFORE, BE IT RESOLVED that the County Board of Vermilion County hereby requests the Danville Public Building Commission to *replace the HVAC system for the Juvenile Detention Center* in accordance with the provisions of the Memorandum of Understanding;

PRESENTED, APPROVED, AND RESOLVED by the County Board of Vermilion County, Illinois, at its _____, 2018, Session.

DATED, this _____ day of _____, 2018, A.D.

Aye _____ Nay _____ Absent _____

County Board Chairman

ATTEST:

County Clerk

APPROVED BY PUBLIC SAFETY COMMITTEE: _____

Chairman

APPROVED BY FINANCE COMMITTEE: _____

Chairman

RESOLUTION NO. _____

RESOLUTION

RE: BOND ISSUE 2016 ACCOUNT – JUVENILE DETENTION CENTER

WHEREAS, the Danville Public Building Commission operates, maintains and provides capital improvements for the Juvenile Detention Center in accordance with a lease agreement with the County of Vermilion; and,

WHEREAS, a Memorandum of Understanding was also signed between the Danville Public Building Commission, City of Danville, and the County of Vermilion; and,

WHEREAS, there is a need to add a project to the original Bond Issue Project list that is deemed necessary and essential by the City of Danville to the Juvenile Detention Center; and,

WHEREAS, the *replacement of the HVAC system for the Juvenile Detention Center* is deemed necessary for the continued operation of the Juvenile Detention Center; and,

NOW, THEREFORE, BE IT RESOLVED that the City of Danville hereby requests the Danville Public Building Commission to *replace the HVAC system for the Juvenile Detention Center* in accordance with the provisions of the Memorandum of Understanding;

PASSED, this _____ day of _____, 2018, A.D.

APPROVED BY: _____

Mayor

ATTEST:

City Clerk