

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

Amended AGENDA

1. Call to Order and Roll Call
2. Adoption/Amendments to the Agenda
3. Approval of Minutes – January 8th, 2018
4. Audience Comments
5. Financial Update
6. Ordinance: Amendment to the Annual Budget and Appropriation for the Law Library Fund
7. Ordinance: Amendment to the Annual Budget and Appropriation for Court Document Storage
8. Ordinance: Amendment to the Annual Budget and Appropriation for Circuit Clerk Operations
9. Ordinance: Amendment to the Annual Budget and Appropriation for Capital Improvements
10. Ordinance: 2017-2018 Tax Abatement for Jail Expansion and Juvenile Detention Center Projects
11. Resolution: Support for Hoopston Tax Increment Financing (TIF) Redevelopment
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, January 8, 2018
5:00 PM, Room 319, Courthouse Annex

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Vice Chairman Wes Bieritz called the Finance/Personnel meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Wes Bieritz, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. Steve Fourez and Robert Boyd were absent. Mr. Fourez was excused. Also in attendance were Darren Duncan, Vermilion County Treasurer; Bill Wright, Vermilion County Auditor; Alexis Berlin, Vermilion County Deputy Auditor; Bill Donahue, Risk Consultant; Doug Toole, Health Department Administrator; and Michael Marron, Vermilion County Board Chairman.

Agenda Item 2 - Adoption/Amendments to the Agenda

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

Agenda Item 3 - Approval of Minutes – October 6th, 2017

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

Agenda Item 4 - Audience Comments

None

Agenda Item 5 - Financial Update

Ms. Briggs distributed a financial update report that included a quarterly revenue report. This report only includes items that are reported once a month. An expenditure report was not included because the year end has not been closed out.

Agenda Item 6 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Employee Benefits

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

The County's health insurance provider has always allowed claims to be paid every 2-3 weeks. The new insurance provider (Aetna) has asked that claims be paid weekly and through an ACH payment which is automatically withdrawn from a bank account. This amendment is to fund the bank account which claims will be paid from. This does not actually increase any expenses because the only item paid from the bank account will be health claims that have occurred which are unavoidable and must be paid. The health insurance fund is also funded by employee and county contributions every month which will hopefully keep the bank account funded for all health claims.

Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. 5 yes, 2 absent

Agenda Item 7 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Land Bank

Walls moved, second by Johnson to discuss.

In the past two years, the Land Bank was funded by Vermilion County. The Land Bank is beginning to move forward. The Illinois Development Housing Authority has built a grant specifically to assist the Land

Bank as well. The amendment is to assist in purchasing property software for the Land Bank. The City of Danville has agreed to pay \$5,000 as well. This software allows to map out all the properties in the County and creates a data base for the Land Bank to use.

Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Todd Johnson, Becky Stark, Bruce Stark, and Crisi Walls. 5 yes, 2 absent

Agenda Item 8: Executive Session

Not necessary

Agenda Item 9 - Items of Information

Once all Technology Committee members have received their tablets, they will no longer be receiving paper agendas. Those committee members will be used as a practice run so the County Board Office can receive feedback and make adjustments as needed. Eventually all County Board members will have a tablet. The Supervisor of Assessments office is currently planned to move to the new county building on the weekend of Lincoln's birthday. The Treasurer's office will follow after.

Agenda Item 10 – Adjournment

Committee Vice Chairman Bieritz adjourned the meeting at 5:16PM.

Minutes by: Erika Briggs, Financial Resources Director

ORDINANCE

RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE LAW LIBRARY FUND

WHEREAS, the Capital Improvement Fund is used to pay for the initial installation and maintenance of a case management computer system for the various departments in the courthouse; and

WHEREAS, the County Departments involved will collectively share in the purchase and payment of the system and maintenance and it is desirable to set up a capital improvements project line to support these expenditures and an initial balance needs to be placed in the fund from various other sources thereby requiring budget amendments, each separately stated for each fund in a series of budget amendments; and

WHEREAS, the budget therefore needs to be amended accordingly to place money from the Law Library Fund, Circuit Clerk Operations and Administration Fund and Court Document Storage Fund to an appropriate line in the Capital Improvements Fund for processing payment 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 the case management purchase.

063.950.00.04610	Transfer	\$100,000.00
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And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the February 13, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 13th day of February 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

**Request for Amendment
Fiscal Budget
2017 - 2018**

Dept: Law Library

Date: 1-11-17

Account Number	Account Description	Original Appr.	Additional	To Read
<u>063.950.00.04610</u>	<u>Transfer</u>	\$ <u>0</u>	\$ <u>100,000</u>	\$ <u>100,000</u>
<u> </u>	<u> </u>	\$ <u> </u>	\$ <u> </u>	<u> </u>
<u> </u>	<u> </u>	\$ <u> </u>	\$ <u> </u>	<u> </u>
<u> </u>	<u> </u>	\$ <u> </u>	\$ <u> </u>	<u> </u>
<u> </u>	<u> </u>	\$ <u> </u>	\$ <u> </u>	<u> </u>
<u> </u>	<u> </u>	\$ <u> </u>	\$ <u> </u>	<u> </u>
<u> </u>	<u> </u>	\$ <u> </u>	\$ <u> </u>	<u> </u>
<u> </u>	<u> </u>	\$ <u> </u>	\$ <u> </u>	<u> </u>

Narrative:
 These funds will be used towards the new judicial software at the courthouse.

Department Head: *T.M. O'SHAUGHNESSY*
T.M. O'SHAUGHNESSY

Approved By: _____ Committee

_____ Chairman

Finance Committee

_____ Chairman

Dated: _____

Dated: _____

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE COURT DOCUMENT STORAGE FUND**

WHEREAS, the Capital Improvement Fund is used to pay for the initial installation and maintenance of a case management computer system for the various departments in the courthouse; and

WHEREAS, the County Departments involved will collectively share in the purchase and payment of the system and maintenance and it is desirable to set up a capital improvements project line to support these expenditures and an initial balance needs to be placed in the fund from various other sources thereby requiring budget amendments, each separately stated for each fund in a series of budget amendments; and

WHEREAS, the budget therefore needs to be amended accordingly to place money from the Law Library Fund, Circuit Clerk Operations and Administration Fund and Court Document Storage Fund to an appropriate line in the Capital Improvements Fund for processing payment 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 the case management purchase.

079.967.00.04610	Transfers	\$100,000.00
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And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the February 13, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 13th day of February 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

**Request for Amendment
Fiscal Budget
2017 - 2018**

Dept: Court Document Storage (967)

Date: 1-10-17

Account Number	Account Description	Original Appr.	Additional	To Read
<u>079.967.00.04610</u>	<u>Transfers</u>	\$ <u>0</u>	\$ <u>100,000</u>	<u>100,000</u>
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____

Narrative:

These funds will be used towards the new judicial software at the courthouse.

Department Head: _____



Approved By:

_____ Committee

_____ Finance Committee

Chairman

Chairman

Dated: _____

Dated: _____

ORDINANCE

**RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION
ORDINANCE FOR THE CIRCUIT CLERK OPERATIONS AND ADMINISTRATION FUND**

WHEREAS, the Capital Improvement Fund is used to pay for the initial installation and maintenance of a case management computer system for the various departments in the courthouse; and

WHEREAS, the County Departments involved will collectively share in the purchase and payment of the system and maintenance and it is desirable to set up a capital improvements project line to support these expenditures and an initial balance needs to be placed in the fund from various other sources thereby requiring budget amendments, each separately stated for each fund in a series of budget amendments; and

WHEREAS, the budget therefore needs to be amended accordingly to place money from the Law Library Fund, Circuit Clerk Operations and Administration Fund and Court Document Storage Fund to an appropriate line in the Capital Improvements Fund for processing payment 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 the case management purchase.

078.178.00.04610	Transfers	\$170,000.00
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And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the February 13, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 13th day of February 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Page 2
Budget Amendment –Circuit Clerk Operations and Administration Fund

APPROVED BY FINANCE/PERSONNEL:

Steven Fourez Y N A 2/5/18
Chairman Date

Wesley Bieritz Y N A

Robert Boyd Y N A

Todd Johnson Y N A

Becky Stark Y N A

Crisi Walls Y N A

Bruce Stark Y N A

**Request for Amendment
Fiscal Budget
2017 - 2018**

Dept: Circuit Clerk Oper& Admin (178)

Date: 1-10-17

Account Number	Account Description	Original Appr.	Additional	To Read
<u>078.178.00.04610</u>	<u>Transfers</u>	\$ <u>0</u>	\$ <u>170,000</u>	<u>170,000</u>
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____
_____	_____	\$ _____	\$ _____	_____

Narrative:

These funds will be used towards the new judicial software at the courthouse.

Department Head: 

Approved By:

_____ Committee

_____ Finance Committee

Chairman

Chairman

Dated: _____

Dated: _____

ORDINANCE

RE: AMENDMENT TO THE COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE CAPITAL IMPROVEMENT FUND

WHEREAS, the Capital Improvement Fund is used to pay for the initial installation and maintenance of a case management computer system for the various departments in the courthouse; and

WHEREAS, the County Departments involved will collectively share in the purchase and payment of the system and maintenance and it is desirable to set up a capital improvements project line to support these expenditures and an initial balance needs to be placed in the fund from various other sources thereby requiring budget amendments, each separately stated for each fund in a series of budget amendments; and

WHEREAS, the budget therefore needs to be amended accordingly to place money from the Law Library Fund, Circuit Clerk Operations and Administration Fund and Court Document Storage Fund to an appropriate line in the Capital Improvements Fund for processing payment 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 the case management purchase.

041.101.91.03322	Reimburse/Miscellaneous	(revenue)	\$35,000.00
041.101.91.03902	Transfers In	(revenue)	\$370,000.00
041.910.91.04525	Judicial Improvements	(expense)	\$425,000.00

And the totals be adjusted accordingly.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the February 13, 2018 A.D. Session.

This amendment takes two thirds majority for passage.

DATED this 13th day of February 2018 A.D.

**Request for Amendment
Fiscal Budget
2017 - 2018**

Dept: Capital Improvements

Date: 1-10-17

Account Number	Account Description	Original Appr.	Additional	To Read
<u>041.101.91.03322</u>	<u>Reimb/Miscellaneous</u>	\$ <u>0</u>	\$ <u>35,000</u>	\$ <u>35,000</u>
<u>041.101.91.03902</u>	<u>Transfers In</u>	\$ <u>0</u>	\$ <u>370,000</u>	\$ <u>370,000</u>
<u>041.910.91.04525</u>	<u>Judicial Improvements</u>	\$ <u>0</u>	\$ <u>425,000</u>	\$ <u>425,000</u>
_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____	\$ _____

Narrative:

This Capital project is for the new judicial system at the courthouse. The \$405,000 (\$370,000 + \$35,000) will be provided to the Capital Improvements Fund through other county funds. An additional \$20,000 will be reimbursed to the Capital Fund by the Circuit Clerk office in FY 2018-2019.

Department Head: _____

Approved By:

_____ Committee

Finance Committee

_____ Chairman

_____ Chairman

Dated: _____

Dated: _____

ORDINANCE

**RE: ABATING ANNUAL TAX LEVY – JAIL EXPANSION AND JUVENILE
DETENTION CENTER PROJECTS**

WHEREAS, the County Board of Vermilion County, Illinois in adopting its 2017-2018 annual Budget and Appropriation Ordinance estimated at least \$407,191.00 in revenue from the one quarter percent public safety tax; and,

WHEREAS, it is the desire of the County Board of Vermilion County, Illinois to expend sales tax dollars anticipated to be received in lieu of levying taxes to pay for the bond payment associated with the improvements at the Public Safety Building and Juvenile Detention Center; and,

WHEREAS, the County Board in its budget as passed indicated the intent to both levy but then to abate the levy of \$407,191.00 provided that sales tax revenues were sufficient to cover the costs of said bonds.

NOW, THEREFORE BE IT ORDAINED by the County Board of Vermilion County, Illinois, that the County 2017-2018 Annual Tax Levy Ordinance is hereby abated by the amount of \$407,191.00 from the levy for the Public Safety Jail Expansion and Juvenile Detention Center Project and the refinancing of the outstanding bonds and the County Treasurer, County Clerk and any other County official required to accomplish said abatement shall take such actions as to accomplish the same

PRESENTED, APPROVED AND RESOLVED by the County Board of Vermilion County, Illinois at the February 12, 2018 A.D. Session.

DATED this 13th day of February 2018 A.D.

AYE _____ NAY _____ ABSTAIN _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

Approved by Finance Personnel Committee: Steven Fourez Y N A
Chairman

Wesley G. Bieritz Y N A

Robert Boyd Y N A

Crisi Walls Y N A

Todd Johnson Y N A

Becky Stark Y N A

Bruce Stark Y N A

Ordinance No. _____

RESOLUTION

RE: VERMILION COUNTY SUPPORT FOR HOOPESTON TAX INCREMENT FINANCING (TIF) REDEVELOPMENT

WHEREAS, Hoopeston Illinois has a Tax Increment Financing project area that assists in redeveloping and enhancing the economic community in northern Vermilion County; and

WHEREAS Hoopeston is desirous of expanding the TIF district and continuing to support renewed economic growth in northern Vermilion County and such growth aids the County of Vermilion as a whole; and

WHEREAS, Vermilion County supports all economic development in each area of the County and will support the efforts of each community to grow and develop and so the County of Vermilion supports such efforts to amend and expand the TIF district.

NOW, THEREFORE BE IT RESOLVED by the County Board of Vermilion County Illinois that the County supports all efforts by Hoopeston to expand and or amend the TIF district and directs that the County Board Chairman provide such documentary support or letters of support as to aid Hoopeston in their endeavor to grow and prosper.

PRESENTED, APPROVED AND ORDAINED by the County Board of Vermilion County, Illinois at the February 13, 2018 A.D. Session.

DATED this 13th day of February 2018 A.D.

AYE _____ NAY _____ ABSENT _____

Chairman, Vermilion County Board

ATTEST:

Clerk of the County Board

