

Finance & Personnel Committee
Monday, September 12, 2016
5:15 PM, Room 319, Courthouse Annex

MINUTES

Agenda Item 1 - Call to Order and Roll Call

Committee Chairman Fourez called the Finance/Personnel meeting to order at 5:15 PM. Upon the call of the roll, the following members were present; Wes Bieritz, Chuck Mockbee, Steve Fourez, and Bruce Stark. Bill Wright, Robert Boyd and Larry Davis were absent and excused. Also attending the meeting was Vermilion County Chairman Michael Marron, Assistant State's Attorney Bill Donahue, County Treasurer Sue Stine, County Auditor Linda Lucas-Anstey, Animal Shelter Director Paige Brown and County Board Member Dave Duncan.

Agenda Item 2 - Adoption/Amendments to the Agenda

Marron advised that the County Clerk budget should be stricken from the agenda. Stark moved, seconded by Bieritz, to approve the agenda with the County Clerk budget removed from the agenda. The motion passed by acclamation.

Agenda Item 3 - Approval of Minutes - August 1, 2016

Bieritz moved, seconded by Stark, to adopt the minutes as presented. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 - Financial Update

Mr. Bayard updated the committee on the increasing revenue based on property tax payments that were being realized. He reported that the budget expenditures and revenue were pacing consistently with the previous year. Mr. Bayard also indicated that there were some technical difficulties with the online reporting system "opengov" which he anticipated would be resolved by the next meeting.

Agenda Item 6 - Budget Auditor

County Auditor Linda Lucas-Anstey reported that in her FY2017 budget, it continued to reflect an 8% reduction from the previous year. In addition, salaries were kept the same with the only increase coming from the County Board mandated increase for particular department heads. Bieritz moved, seconded by Stark, to approve the budget as presented. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Chuck Mockbee, Steve Fourez, and Bruce Stark. 4 yes, 3 absent.

Agenda Item 7 - Budget Treasurer

County Treasurer Sue Stine reported the only change proposed was in her salary for the Treasurer's general account budget, a result of a previously approved County Board measure. In addition, Stine indicated that the Treasurers' Automation Fund pays for equipment and supplemental payroll. She proposed her Chief Deputy receive an increase which would be paid out of the Treasurer's Automation Fund. Marron praised the efforts of the Treasurer's office in developing the budget by working with the County Board and both he and Bieritz indicated that they were going to work further with the County Treasurer to resolve bank reconciliation issues that were indicated in the recently released County audit. Bieritz moved, seconded by Mockbee, to approve the combined Treasurer's budget as presented. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Chuck Mockbee, Steve Fourez, and Bruce Stark. 4 yes, 3 absent.

Stine reported that the Trustee Revolving Fund is collected through the tax redemption process and pays mostly for advertising. She added that it is an estimated amount and dependent on how many parcels are received by the Vermilion County Trustee. Bieritz motioned, Mockbee seconded, to approve the Trustee Revolving Fund Budget as presented. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Chuck Mockbee, Steve Fourez, and Bruce Stark. 4 yes, 3 absent.

Agenda Item 9 – WIB

Marron explained the reason for the proposed amendment was a result of new legislation regulating a position at the County Board held by Ms. Lindsey Light which required more of her compensated time. The position served as a liaison to the Workforce Investment Board. Bieritz moved, seconded by Stark, to approve an ordinance amending the Combined Annual Budget and Appropriation Ordinance for Vermilion County for the 2015-2016 Fiscal Year and increase the WIB Employee Grant line item by \$5,100. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Chuck Mockbee, Steve Fourez, and Bruce Stark. 4 yes, 3 absent.

Agenda Item 10 – Animal Regulations

Brown indicated that the request for the budget amendment stemmed from an animal seizure case that was derailed due to clerical issues. She reported that some of the previously seized animals were returned but the Animal Shelter was still in custody of five animals. Brown stated that the budget increase will help get the department through the end of the year. Brown also indicated that while they could not collect fines they could charge for the care of the animals. The attorney working on behalf of Animal Regulations did not request reimbursement for the care of the animals. Bill Donahue indicated that there was now a new attorney that had taken over the case. Bieritz moved, seconded by Stark, to approve an ordinance amending the Combined Annual Budget and Appropriation Ordinance for Vermilion County for the 2015-2016 Fiscal Year and increase Animal Regulations/Special Circumstances line item by \$57,400. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Chuck Mockbee, Steve Fourez, and Bruce Stark. 4 yes, 3 absent.

Agenda Item 10 - Resolution – Credit Card Policy for Vermilion County

Marron stated that the County had no overarching credit card policy and as a result was putting forth a policy that would create a trackable departmental credit card system. He added that First Midwest Bank would provide a real-time system that would allow for monitoring usage of each card. In addition, it would not circumvent the current purchasing system because card users would still have to get a Purchase Order number prior to making a transaction. Donahue commented that in his interaction with various departments they expressed satisfaction with the result. Bieritz moved, seconded by Mockbee, to adopt the proposed credit card policy as presented. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Chuck Mockbee, Steve Fourez, and Bruce Stark. 4 yes, 3 absent.

Agenda Item 11 - Executive Sessions

Not necessary

Agenda Item 12 - Items of Information

Marron reported that there would be a press conference the next morning at the Health Department about a position that the County would create through the budgeting process that would not add any new burdens to the budget. He stated that it would be a position that would help the Health Department operate more effectively.

Marron also reported that the departmental budgets were near completion. He cited the County Clerk's budget was the only budget that had not been considered, but Marron indicated he would meet with the County Clerk and would be able to provide a presentation on the budget which would be included in the aggregate budget to be reviewed by the committee before it was sent to the full County Board.

Agenda Item 13 – Adjournment

Committee Chairman Fourez adjourned the meeting at 6:50PM.