

Finance & Personnel Committee
Monday, July 10, 2017
5:00 PM, Room 319, Courthouse Annex

MINUTES

Agenda Item 1 - Call to Order and Roll Call

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 and Bruce Stark. Larry Baughn and Todd Johnson were absent and excused. Also in attendance was Darren Duncan, Vermilion County Treasurer; Bill Donahue, Risk Consultant; and Michael Marron, Vermilion County Board Chairman.

Agenda Item 2 - Adoption/Amendments to the Agenda

Mr. Stark moved, seconded by Mr. Bieritz, to adopt the agenda. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – May 1st, 2017

Bieritz moved, seconded by Mrs. Stark, 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 the Vermilion County Revenue vs Expenses December 16 - May 17, a revenue spreadsheet comparing the 2015-2016 vs 2016-17 status and an expense spreadsheet comparing the 2015-16 vs 2016-17 Budget Expended Variance.

Mrs. Briggs discussed the reports and how the expenditures and revenue should both be at 50% since the year is half way through. Mr. Duncan, the Vermilion County Treasurer, explained that there is no report for the Sales Tax/Regular and the county just receives what the State distributes for that month. Mr. Stark suggested asking Vermilion Advantage if they receive any kind of report for Sales Tax. It was also mentioned that there could be a lack of economic activity in the county. Chairman Marron added, that due to the corporation and access to information from the new finance personnel within the county, various mistakes have been corrected.

Currently looking at the new Illinois budget, the county's share of State Income Tax will see a 10% decrease, but 2 extra payments will be received to make up for the decrease. Therefore, the State Income Tax should remain the same. The Sale's Tax will have a 2% Administrative Fee added.

Agenda Item 6 – Animal Control Ordinance - \$14,500

Mrs. Bieritz moved, seconded by Mrs. Stark, to approve the ordinance.

This amount will be come from the Animal Control Fund. This will be the last amendment needed to cover the expenditures from the court case involving the horses. Terry Stal was hired as the new Director of the Animal Control. Chairman Marron explained that he hired Terry due to his management ability. The Animal Control has seen many improvements, but is still not where it needs to be to be self-sufficient.

Upon the call of the roll the following members voted yes to approve the ordinance: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark and Bruce Stark. 5 yes, 2 absent.

Agenda Item 7 – Probation Ordinance – Budget Amendment - \$30,049

Mr. Stark moved, seconded by Mr. Boyd to approve.

Tom Gregory, the Probation Director, explained that this budget amendment is for salary, travel, and mental health evaluation expenses and will come from the Probation Service Fund. The salary amendment is to assist in the costs of the salaries to help relieve the General Fund. The travel expense is based on more probation officers going to basic training. The mental health evaluations is to cover the costs of the evaluations for sex offenders and juveniles. There have been more in the first 6 months of this year, than there were all last year.

Upon the call of the roll the following members voted yes to approve the ordinance: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark and Bruce Stark. 5 yes, 2 absent.

Agenda Item 8 – Probation Ordinance – Line Transfer - \$5,000

Bieritz moved, seconded by Mrs. Stark to approve.

This transfer is from Office Furniture and Expenses to Education and Training for the probation department.

Upon the call of the roll the following members voted yes to approve the ordinance: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark and Bruce Stark. 5 yes, 2 absent.

Agenda Item 9 – FOP Deputies Resolution to ratify Labor Agreement

Mr. Stark moved, seconded by Bieritz to approve.

Chairman Marron explained that the goal was remain around 3% for all contract negotiations. The contract has an aggregate 3% with the longevity and 3%. The longevity was important to the deputies. When negotiating this contract efficiency of the workforce was considered as well as the high rate of turnover. This contract was written so that the County Board Chairman and Auditor could make the adjustment in budget without doing a separate budget amendment.

Upon the call of the roll the following members voted yes to approve the ordinance: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark and Bruce Stark. 5 yes, 2 absent.

Agenda Item 10 – Elected Officials Participation in IMRF Resolution

Mr. Boyd moved, seconded by Mrs. Stark to approve.

This resolution has to be passed to allow elected officials to continue to participate in IMRF.

Upon the call of the roll the following members voted yes to approve the ordinance: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark and Bruce Stark. 5 yes, 2 absent.

Agenda Item 11 – 2018 Legal Holidays Resolution

Mr. Boyd moved, Mr. Bieritz seconded to approve.

According to state statute, the legal holidays have to be approved by the county board members every year.

Upon the call of the roll the following members voted yes to approve the ordinance: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark and Bruce Stark. 5 yes, 2 absent.

Agenda Item 12 – 2015/2016 Audit

The audit was conducted by Daughhetee & Parks Management Consulting. Phyllis Parks was present to review the audit and answer any questions. They found no difficulties or disagreements and received all information needed. The audit did not include an audit on internal controls and was done according to financial statements only. The audit included comments on the incomplete bank reconciliations, purchase orders not being signed, check dates not flowing properly, access to the treasurer stamp, and not closing the books within 60 days. Since the audit, most of these have been corrected or are in the process of being corrected. The audit also showed how the revenue did not come in as expected, but the departments did a great job on holding the expenditures even lower than actually budgeted. The audit includes an IMRF report requirement and an asset report with depreciation. The unclaimed funds were discussed and how the process will need to take place to correct the unreconciled bank accounts.

Agenda Item 13 – Executive Sessions

None

Agenda Items 12 – Items of Information

Chairman mentioned that Reifsteck Reid is the firm that is currently working on the move to the courthouse. They have been to the annex and talked to all the departments. Though approved, the county is still waiting to receive actual ownership of the building. Contact is trying to be made with the owner of the old First Midwest Bank building for a potential parking lot. The naming ceremony for Justice Rita B. Garmin is August 4th at 3pm at the arena and the public is invited.

Agenda Item 13 – Adjournment

Fourez adjourned the meeting at 6:25 PM.

Minutes by: Erika Briggs, Financial Resources Director