

Finance & Personnel Committee
Monday, October 2nd, 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; Robert Boyd, Steve Fourez, Todd Johnson, Becky Stark, and Bruce Stark. Wes Bieritz and Crisi Walls were absent. Crisi Walls was excused and Wes Bieritz was unexcused. Also in attendance were Darren Duncan, Vermilion County Treasurer; Bill Wright, Vermilion County Auditor; Alexis Berlin, Chief Deputy Auditor; Bill Donahue, Risk Consultant; Denny Gardner, Circuit Clerk; Doug Toole, Health Department Administrator; and Michael Marron, Vermilion County Board Chairman.

Agenda Item 2 - Adoption/Amendments to the Agenda

Mr. Johnson moved, seconded by Mrs. Stark, to adopt the amended agenda. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – September 11, 2017

Mrs. Stark moved, seconded by Mr. Stark, to approve the minutes. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

The Health Department Administrator, Doug Toole, passed out a flyer and announced that the Health Department would be having an Electronic Collection Event for TVs and other electronics on Saturday, October 28th from 9a.m. – 11 a.m. at Danville Area Community College.

Agenda Item 5 - Financial Update

Ms. Briggs distributed a financial update report that included a revenue spreadsheet comparing the 2015-2016 vs 2016-17 status. The State income tax seems to have increased, but the Sales Tax Regular, Public & Co Fees for the State Attorney, Court Security Fees, Sheriff Sale Fees, and the Transfers In seem to all be less than last year. Each of these was discussed.

Agenda Item 6 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Public Safety Building Rent Fund

Mr. Stark moved, seconded by Mr. **Boyd** to discuss.

During the budgeting process last year, the Public Safety Building Lease was still being negotiated when the budget was created. This amendment is to increase the rent line to cover the annual lease payment to the Danville Public Building Commission as well as there is additional training needed.

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

Agenda Item 7 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Regional Office of Education

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

The Regional Office of Education has asked to use their School Service Grant for an addition to salaries. This would be a one-time payment. The check has already been received from the State.

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

Agenda Item 8 – Ordinance: Circuit Clerk Fees – Automation Fee

Mr. Johnson moved, seconded by Mrs. Stark, to discuss.

Last month, the Circuit Clerk asked to change the Automation Fee to \$20. After reviewing the bids for the new case management system, the fee has now been asked to change to \$25. With the extra revenue, the Circuit Clerk would like to contribute to the costs of the new system.

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

Agenda Item 9 – Ordinance: Circuit Clerk – Document Storage

Mr. Boyd, seconded by Mr. Stark, to discuss.

Again, this additional revenue would be to support the new case management system.

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

Agenda Item 10 – Identification of Project Name for Acquisition of Federal Courthouse

The Auditor has asked for a new name in the accounting software for the Federal Courthouse so that all expenses can be recognized in the budget. After discussion, the name chosen was “County Administration Building”.

Agenda Item 11 – Ordinance: Establishing the Number of Deputy Sheriffs and Correctional Officers

Mr. Stark, seconded by Mr. Boyd, to discuss.

This ordinance is to recognize the number of Deputy Sheriffs is set at 39 (including the D.A.R.E. officer) and the number of Correctional employees is set at 52 with 44 being Correctional Officers. There is no change from last year.

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

Agenda Items 12 – Combined Annual Budget and Appropriation Ordinance for Vermilion County, IL for 2017-2018 Fiscal Year

Mr. Stark, seconded by Mr. Johnson, to discuss.

This is to approve the 2017 -2018 Proposed Budget. The budget does contain a 1.2-million-dollar deficit. Chairman Marron passed out reports that included five years of reports for revenue, expenses, and fund balances. These reports show that historically the county spends a lot less than the budgeted expenditure amount. In the budget, \$700,000 in revenue is contributed from a one-time transfer from the Deposit Fund. At the end of the 2015-2016 fiscal year, there was a 7.3-million-dollar fund balance in the General Fund.

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

Agenda Item 13 – Ordinance: 2017-2018 Annual Tax Levy

Mrs. Stark, seconded by Mr. Johnson, to discuss.

This is to approve the 2017-218 Annual Tax Levy. There is no change in the aggregate from last year. The levy was moved back into the General Fund due to lack of revenue from the State. In years before, the levy was moved to strengthen the fund balance of other funds which was successful.

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

Agenda Item 14 – Executive Session

None

Agenda Item 15 – Items of Information

The County has been in contact with the National Park Service about the Federal Courthouse. The National Park Service is waiting on certified documents. There is a proposed deed and now the County is just waiting on finalization.

Chairman Marron and County Board Member Chuck Nesbitt went to Elwood township and there is a serious drainage issue in Olivet. Due to there being multiple areas like this in the County, Chairman Marron has proposed putting together a drainage storm water meeting to address these issues.

Agenda Item 16 – Adjournment

Mr. Fourez adjourned the meeting at 5:32 PM.

Minutes by: Erika Briggs, Financial Resources Director