

**Finance & Personnel Committee**  
**Monday, October 3, 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, Robert Boyd, Steve Fourez, Chuck Mockbee, and Bruce Stark. Bill Wright, and Larry Davis were absent. Bill Wright was excused. Also attending the meeting was Vermilion County Chairman Michael Marron, Assistant State's Attorney Bill Donahue, County Clerk Cathy Jenkins, Vermilion County Health Department Director Doug Toole, and Vermilion County Mental Health Executive Director Jim Russell

### **Agenda Item 2 - Adoption/Amendments to the Agenda**

Stark motioned, seconded by Bieritz, to approve the agenda with the agenda item 15 removed from the agenda. The motion passed by acclamation.

### **Agenda Item 3 - Approval of Minutes – September 12, 2016**

Bieritz moved, seconded by Mockbee, to approve the minutes as presented. Motion passed by acclamation.

### **Agenda Item 4 - Audience Comments**

None

### **Agenda Item 5 - Financial Update**

Mr. Bayard reported on the County's total expenses in comparison to revenue. He related that revenues were set to dramatically increase upon the receipt of property taxes and is anticipated to outpace expenses starting in September. He noted that it was consistent with previous year's patterns of revenues. Mr. Bayard also reported on the departmental expenditures which were largely consistent with spending patterns of previous years with increases in expenses concordant with what one would expect due to inflation. Chairman Marron noted that the tax disbursement had gone out. It was reported by Mr. Stark that approximately 74% to 75% of taxes had been realized according to the County Treasurer.

### **Agenda Item 6 – County Clerk Budget Briefing**

Chairman Marron commented that he had an opportunity to review the County Clerk budget with the County Clerk Cathy Jenkins. He discussed how there was a need for budget increases from the previous off year, largely due to some technological upgrades and the probable loss of state grants that had to be accounted for in the budget. Marron mentioned that the budget was included in the aggregate budget to be presented to the County Board.

### **Agenda Item 7 – Ordinance: County Board - Recording of Births and Deaths**

Chairman Marron and Mr. Bayard explained that a previous oversight left a shortfall in a fund used to reimburse the Vermilion County Health Department for recording county births and deaths. Mr. Bayard indicated that the amendment would be a one-time change and that the appropriate funding was reflected in the 2016-2017 budget going forward. Stark moved, seconded by Boyd, to approve an amendment to the Combined Annual Budget and Appropriation Ordinance for Vermilion County for the 2015-2016 Fiscal Year to fund the Vermilion County Health Department in the amount of \$1,250. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve

Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda item 8 - Ordinance: Liability Fund**

Mr. Bayard reported that there was a shortfall in the liability fund. He stated that the fund is difficult to budget given the uncertainty of how many claims the County receives in a given year. Bieritz moved, seconded by Mockbee to approve an amendment to the Combined Annual Budget and Appropriation Ordinance for Vermilion County for the 2015-2016 Fiscal Year in the Liability Fund in the amount of \$10,000. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda Item 9 – Ordinance: County Clerk Fee Increase**

Chairman Marron explained that the proposed fee increase came from the Bellwether recommendations to align costs with appropriate fee scales. He recommended that the fees be regularly reviewed. The committee requested the more information on the difference between the current fee level and the new level and the relationship with the authority established by the ordinance. Chairman Marron provided the Bellwether study to the committee to clarify the fee differences as well as the authority set by the ordinance which prescribes certain established fees. Bieritz moved, seconded by Boyd, to approve the Combined Annual Budget and Appropriation Ordinance for Vermilion County for the 2016-2017 Fiscal Year for a fee increase in the County Clerk budget. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda Item 10 – Ordinance: Sheriff’s Department Fee Increase**

Marron indicated the fee increase would cover appropriate costs for the Sheriff’s Department. Marron stated that not all of the fees would be collected but that was accounted for in establishing the fee level. Bieritz moved, seconded by Mockbee, to approve the Combined Annual Budget and Appropriation Ordinance for Vermilion County for the 2016-2017 Fiscal Year for a Fee Increase in the County Sheriff’s budget. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda Item 11 - Ordinance: Number of Deputy Sheriffs and Correctional Officer’s**

Marron indicated that the County incurred the expense of an additional Deputy the previous year which was initially hired on due to an officer that went on active duty. However, the County was still required to compensate the officer that was on active duty. Marron added that given the strategic goal of the county to enhance the capacity of law enforcement and the fact that additional fees would cover a portion of the costs, Marron stated that it was prudent and opportune to increase the size of the force by an additional Deputy. Stark moved, seconded by Boyd, to approve an ordinance establishing the number of Deputy Sheriffs and Correctional Officers which would increase the number of Deputy’s by one. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda Item 12 - Ordinance: 2016-2017 Combined Annual Budget and Appropriation Ordinance**

Marron stated that the previous year, the County Board made the decision to erase deficits out of some of the County funds that support Public Safety, Federal Insurance Contributions Act (FICA), and Illinois Municipal Retirement Fund (IMRF). This resulted in a \$1.7 million General Fund deficit for the previous year. Marron added that personnel raises would need to be factored in once contract negotiations with organized labor has been concluded. Bieritz cautioned that the County could not rely on state funding and they were in the midst of capital improvements which would be costly however he also noted that the restructuring of fees as recommended by Bellwether would be beneficial. Marron added that he

anticipated that there may be future restructuring of fees. Bieritz moved, seconded by Mockbee, to approve the Combined Annual Budget and Appropriation Ordinance for Vermilion County, Illinois for 2016-2017 Fiscal Year as presented. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda Item 13 - Ordinance: 2016 – 2017 Annual Tax Levy**

Marron reported that there would be no increase in the levy. Bieritz moved, seconded by Stark, to approve the 2016 – 2017 Annual Tax Levy as presented. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda Item 14 – Resolution: Disclosure Compliance Policy of the County of Vermilion, Illinois**

Marron explained that the resolution reflected a request from the bonding agency which was considered a best practice which is in compliance with Securities and Exchange Commission (SEC). The resolution calls for a compliance officer to monitor the work of the bond agency. Marron acknowledged that he is the de-facto compliance officer. Bieritz moved, seconded by Mockbee to adopt a Disclosure Compliance Policy of the County of Vermilion, Illinois with regard to Public Building Commission Bonds for maintaining and improving the Public Safety Building and Juvenile Detention Center. Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Chuck Mockbee, Steve Fourez, and Bruce Stark. 5 yes, 2 absent.

**Agenda Item 15:**

Not necessary

**Agenda Item 16 - Items of Information**

Marron reported that the renovations for the Public Health Building had begun. He also reported on the status of the Sidell-Fairmount Road transfer.

**Agenda Item 17 – Adjournment**

Committee Chairman Fourez adjourned the meeting at 6:15PM.