

Judicial & Rules Committee Meeting  
Tuesday August 23, 2016  
Courthouse Annex, Room 319, 4:30 PM

## MINUTES

### **Agenda Items 1 - Call to Order and Roll Call**

Committee Chairman Larry Baughn called the Judicial & Rules Committee of the Vermilion County Board to order at 4:30 PM., August 23, 2016 in the Courthouse Annex Room 319.

Upon the call of roll, the following members were present: Jane McFadden, Darren Duncan, Becky Stark, Chad Turner and Larry Baughn. Joe Eakle and Robert Boyd were absent and excused. 5 present, 2 absent at roll call.

Also present was: Jennifer Jenkins, Administrative Assistant.

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

Committee Chairman Baughn asked if there were any changes/additions to the agenda. There were none. Adoption of agenda was carried by acclamation.

### **Agenda Item 3 - Approval of Minutes from July 26, 2016**

A motion was made by Turner, second by McFadden, to approve the minutes as presented. Motion was carried by acclamation.

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

None

### **Agenda Item 5 – Resolution Concerning Reporting under 55 ILCS 5/3-4010 by the Public Defender**

A motion was made by Duncan, second by Turner, to approve the Resolution as presented. Motion was carried by acclamation

### **Agenda Item 6 – Budget –Juvenile Detention**

Judy Hartshorn presented her 2016-2017 Fiscal Year budget. She informed the committee of the following reductions; telephone \$500.00, maintenance/repair equipment \$500.00, contractual maintenance/repair \$2500.00. She had the following increases; dietary \$1000.00, contractual/professional services \$2000.00, office furniture/equipment \$500.00.

Motion to approve the Juvenile Detention budget by Stark, 2<sup>nd</sup> by Turner.

Upon the call of roll, the following members voted yes, to-wit: Jane McFadden, Darren Duncan, Becky Stark, Chad Turner and Larry Baughn. 5 yes, 2 absent

### **Agenda Items 7A-7F – Budget-Circuit Clerk**

Dennis Gardner presented his 2016-2017 budget information to the committee.

He explained that the general fund fluctuated due to several employees departing throughout the year. This caused a reduction in the general fund. The automation fund was decreased due to the movement to document storage. The Supreme Court will be making changes to this fund in the future. Some of the salaries moved from the automation fund to the document storage fund. Child support maintenance there was only \$63.00 increase due to IMRF. The electronic citation fund shows an increase due to looking into a new e-citation company. All of the communities within the County will be involved however a significant discount would be provided if it were paid through the Circuit Clerk's office and then the communities would reimburse them. The company that they are looking into is located in Champaign.

Motion to approve the Circuit Clerk's budget by Stark, 2<sup>nd</sup> by Turner.

Upon the call of roll, the following members voted yes, to-wit: Jane McFadden, Darren Duncan, Becky Stark, Chad Turner and Larry Baughn. 5 yes, 2 absent

#### **Agenda Items 8A – 8E Budget-Judicial and Rules**

Judge DeArmond presented his 2016-2017 budget to the committee.

He informed the committee of the following increases within his budget; telephone \$1,000.00.

He also informed the committee of a significant decrease in juror costs. There has been a significant improvement in the method of how the jurors are brought in and there has also been a reduction in the need for jurors.

Motion to approve the Judicial & Rules budget by McFadden, 2<sup>nd</sup> by Stark.

Upon the call of roll, the following members voted yes, to-wit: Jane McFadden, Darren Duncan, Becky Stark, Chad Turner and Larry Baughn. 5 yes, 2 absent

#### **Agenda Items 9A – 9D Budget-State's Attorney**

Randy Brinegar informed the committee that Marguerite Bailey would present the State's Attorney's budget proposal. He also informed the committee that this was a unique situation in that they are presenting a budget for the upcoming fiscal year in which he will no longer be employed by Vermilion County. Therefore, he did seek input from Jacqueline Lacy.

Bailey requested that she present the budget to the committee in a different order than listed on the agenda. She informed the committee of the following decreases; changing periodicals and subscription in the legal on-line \$6,500.00, She anticipates that there may be even more savings however she will not know until this system is actually used. Also a decrease in postage \$1,500.00, Bailey has been tracking the postage to determine why it has been so high in the past. The State's Attorney's office has been utilizing other methods of delivery therefore, this should show a significant decrease over time. She explained that there may be a slight increase within travel as there will be some additional training for the incoming State's Attorney. There is also an increase in vehicles \$1,000.00 this would be for maintenance of the vehicle if needed. There is a request for automation funds to be used. The last time new personal computers were installed was in May 2011. This comes as a suggestion from the IT Dept. Bailey further explained that they have increased their budget, overall, by less than 1.5%. Last years budget was \$1,211,804.00 this year is \$1,226,024.00. She also requested a 3% increase for the staff. Marron indicated that he has some concerns about the budget. The totals he came up with in the non personnel costs the increase was a little over 2%. He does think that it was reasonable for this increase. He explained that he asked all departments across the County to utilize this criteria because of the fact that we are in a year where we are negotiating union contracts. He asked that we hold the salary line items steady. Marron indicated that this budget does not fit those parameters. He is not comfortable with raising the personnel line at this time. Discussion ensued on the budget and personnel line items. Marron also informed Brinegar that he would be happy to meet with him to discuss efficiencies within the State's Attorney's office and postpone this budget for one month and then discuss further.

Brinegar did not want to continue with this so he requested that the proposed budget be voted on immediately. Marron requested for an amendment to this budget to take the personnel line item down to what it was last year. Duncan made the motion to amend the budget, 2<sup>nd</sup> by McFadden. Upon the call of roll, the following members voted yes, to-wit: Jane McFadden, Darren Duncan, Chad Turner and Larry Baughn. Stark voted- No. 4 yes, 1 no, 2 absent

Baughn requested a motion to vote on the amended budget. Duncan made a motion and 2<sup>nd</sup> by McFadden. Upon the call of roll, the following members voted yes, to-wit: Jane McFadden, Darren Duncan, Becky Stark, Chad Turner and Larry Baughn. 5 yes, 2 absent

**Agenda Item 10- Items of Information and Committee Concerns**

Marron shared that most of the budgets are in. He also shared that Bellwether has provided us with a preliminary report that shows that we may be able to identify some fee increases which will help the budget. Bellwether completion may be sometime next month.

**Agenda Item 11 – Executive Session**

Not necessary.

**Agenda Item 12 – Adjournment**

Committee Chairman Baughn declared the meeting adjourned at 4:57 P.M.

Minutes by: Jennifer Jenkins, Administrative Assistant