

**Finance & Personnel Committee**  
**Monday, January 7<sup>th</sup>, 2018**  
**5:00 PM, Conference Room, VCAB**

**MINUTES**

**Agenda Item 1 - Call to Order and Roll Call**

Committee 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; Steve Fourez, Wes Bieritz, Robert Boyd, Adam Hart, Breannah Haton, Becky Stark, Bruce Stark, and Crisi Walls. Also, in attendance was Darren Duncan, Vermilion County Treasurer; Larry Baughn, County Board Chairman; Cathy Jenkins, County Clerk; Bill Donahue, Risk Consultant, and Matt Long, Supervisor of Assessments.

**Agenda Item 2 – Declaration of Chairman of Vice Chairman**

The declaration of Steve Fourez as Chairman and Wes Bieritz as Vice Chairman.  
Walls motioned, second by Hart. Motion passed by acclamation.

**Agenda Item 3 - Adoption/Amendments to the Agenda**

Mrs. Stark motioned, second by Bieritz to approve the amended agenda. Motion passed by acclamation.

**Agenda Item 4 - Approval of Minutes – November 5<sup>th</sup>, 2019**

Mrs. Stark motioned, second by Walls, to approve the minutes. Motion passed by acclamation.

**Agenda Item 5 - Audience Comments**

None

**Agenda Item 6 - Financial Update**

Ms. Briggs distributed a finance update that consisted of the General Fund revenue and expense totals and the Budgeted Fund revenue and expense totals. All purchase orders and invoices had to be entered on or before December 30<sup>th</sup>, 2018. Vermilion County Treasurer provided an update on the State Income, Sales, and Public Safety Tax for the committee. Dr. Bieritz stated that the Circuit Clerk's office believes that the number of tickets being written in the county has caused the decrease in the Circuit Clerk Fee which is being seen even though the fees have all been increased in price. Cathy Jenkins, the County Clerk, distributed a report showing the fees collected in the last few years in the County Clerk office and noted to the committee that there was an increase in 2015. When this increase was made, the health department did not make this increase which caused their prices to be cheaper. Mr. Stark asked the Treasurer if he has noticed a 2% distribution fee on any accounts in the Illinois Funds account. Treasurer, Darren Duncan, explained that at this time there is no way of knowing if that fee has been implemented or not. The county is only given an amount and what it is for. It is not explained how that amount is originated.

**Agenda Item 7 – Resolution: Salary Schedule – Public Defender**

Bieritz moved, second by Walls, to discuss.

The Public Defender's salary is set by a percentage of the State's Attorney's salary. The State's Attorney received a raise on July 1<sup>st</sup>, 2018, and therefore the Public Defender's salary needs to be adjusted accordingly.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Robert Boyd, Adam Hart, Breannah Haton, Becky Stark, Bruce Stark, and Crisi Walls. 8 yes, 0 absent

**Agenda Item 8 – Ordinance: Abating Annual Tax Levy – Jail Expansion and Juvenile Detention Center Projects**

Boyd moved, second by Hart, to discuss.

The public safety sales tax is sufficient to cover the costs of the bond of the Public Safety Building and therefore the levy of \$421,372 for the bond can be abated.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Robert Boyd, Adam Hart, Breannah Haton, Becky Stark, Bruce Stark, and Crisi Walls. 8 yes, 0 absent

**Agenda Item 9 – Ordinance: Rossville Area Community Ambulance Service District No. One Tax Levy for Fiscal Year 2018-2019**

Mr. Stark moved, second by Mrs. Stark, to discuss.

The Rossville Area Community Ambulance Service District No. One tax levy needs adjust to accurately represent the amount that will be levied in the 2018-2019 fiscal year.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Robert Boyd, Adam Hart, Breannah Haton, Becky Stark, Bruce Stark, and Crisi Walls. 8 yes, 0 absent

**Agenda Item 10 – Ordinance: Abating Annual Tax Levy – Northfork Special Service Area**

Walls moved, second by Mrs. Stark, to discuss.

Due to current sufficient funds, the Northfork Special Service Area has decided to abate their taxes for the fiscal year 2018-2019.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Robert Boyd, Adam Hart, Breannah Haton, Becky Stark, Bruce Stark, and Crisi Walls. 8 yes, 0 absent

**Agenda Item 11 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Board of Review**

Bieritz moved, second by Mr. Stark, to discuss.

The Supervisor of Assessments, Matt Long, had requested additional funds in the 2017-2018 fiscal year for the appraisal of properties that are set for potential hearings. Those appraisal costs did not come in until the 2018-2019 fiscal year and therefore, the 2018-2019 budget needs adjusted for these costs. None of the cost came from the 2017-2018 fiscal year.

Upon the call of the roll the following members voted yes, to wit: Steve Fourez, Wes Bieritz, Robert Boyd, Adam Hart, Breannah Haton, Becky Stark, Bruce Stark, and Crisi Walls. 8 yes, 0 absent

**Agenda Item 12 – Executive Session**

Not necessary

**Agenda Item 13 - Items of Information**

Chairman Baughn updated the committee on projects that finishing up from the move and potential projects that will be next. The generator has been installed and the last project from the EMA building are the antennas that will be installed on top of the garage. Fifty-two cameras have been installed inside and outside of the building for security. Chairman Baughn would like to improve the sound system in the County Board room. The annex has had all pipes drained and is being insured for a very low cost. The EMA building is currently being used as storage for items that were in the basement of the annex. There is no update on the annex in regards to the owners of the Bresee Tower.

**Agenda Item 14 – Adjournment**

Chairman Fourez adjourned the meeting at 5:36 PM.

Minutes by: Erika Briggs, Financial Resources Director