

**Finance & Personnel Committee**  
**Monday, June 4<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; Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark, Bruce Stark, and Crisi Walls. Todd Johnson was absent and excused. Also, in attendance was Darren Duncan, Vermilion County Treasurer and Bill Donahue, Risk Consultant.

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

Mr. Stark motioned, second by Mr. Bieritz, to approve the agenda as presented. Motion passed by acclamation.

**Agenda Item 3 - Approval of Minutes – March 5<sup>th</sup>, 2017**

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

**Agenda Item 4 - Audience Comments**

None

**Agenda Item 5 - 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. Once a portion of the new accounting system is complete on all the computers, the finance update will be more detailed again. Also, Ms. Briggs has previously talked to the Circuit Clerk's office to inquire about the decrease of the FTA Fee in the General Fund. The Circuit Clerk's office believes that it could be because status calls have mostly been eliminated and that is when this fee would be assessed. Instead, these files are being forwarded to collections.

**Agenda Item 6 – Review: EAV Report**

The 2017 EAV Report was provided. Mr. Donahue had talked to Mr. Long, the Supervisor of Assessments, previously and he would anticipate a soft increase in EAV due to an increase in housing values.

**Agenda Item 7 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Animal Regulation Department**

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

Animal Regulation is asking for an out of category transfer in order to cover basic annual cost of care for animals in the shelter. Due to the reassignment of duties, an extra kennel worker is not needed and the salary can be transferred to cover this cost.

Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark, Bruce Stark, and Crisi Walls. 6 yes, 1 absent

**Agenda Item 8 – Ordinance: Amendment to the Combined Annual Budget and Appropriation Ordinance for Liability Insurance**

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

Due to worker's compensation claims, additional funding is needed for the Liability Insurance Fund. The

amount budgeted was estimated after discussing with the insurance carrier and their attorney any potential settlements that could occur this year.

Upon the call of the roll the following members voted yes, to wit: Wes Bieritz, Robert Boyd, Steve Fourez, Becky Stark, Bruce Stark, and Crisi Walls. 6 yes, 1 absent

**Agenda Item 9 – Executive Session**

Not necessary

**Agenda Item 10 - Items of Information**

None

**Agenda Item 11 – Adjournment**

Chairman Fourez adjourned the meeting at 5:15 PM.

Minutes by: Erika Briggs, Financial Resources Director