

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
TUESDAY, JULY 7, 2020
AGENDA
6:00 PM**

ZOOM MEETING INFORMATION

Meeting ID: 836 1853 1953

Password: 797419

1. Call to Order

2. Roll Call – Chuck Nagel (chairman), Richard Hill (vch.), Emily Barker, Bryant Kempf, Josh Davis.

3. Approval of Minutes

a. Approval of May 12, 2020 Regular Meeting

4. Public Input

5. Approval of Claims

6. Treasurers Report

7. Budget

- a. Treasurer's Budget - General Fund Departments: #030, #200, part of #210, Funds: #053, #054, #058, #059, #062, #069, #070, #076, #083, #084, #088, #107, Page 1 & 2
- b. Coroner – General Fund # 040 Fund #103
- c. Zoning - General Fund Departments: #060, #080, #085, part of #210
- d. Public Defender – General Fund #140 Funds #100
- e. Probation – General Fund Department #230 Funds: #073, #110
- f. Region Office of Education- General Fund #070
- g. Circuit Clerk – General Fund #020 Fund #063, #066, #072, #086,
- h. Veteran's –General Fund #090
- i. 4H

8. New Business

- a. Tri-county MOU
- b. Discussion on method of paying bills

9. Unfinished Business

10. Other

11. Executive Session

12. Any Action Coming Out of Executive Session

13. Adjournment

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
TUESDAY, MAY 12, 2020
MINUTES
6:00 PM**

NOTE – due to Covid-19, the Finance & Economic Development Meeting was held by teleconference.

1. Call to Order

2. Roll Call –Chuck Nagel (chairman), Bryant Kempf, Josh Davis present. Richard Hill (vch.) and Emily Barker are excused.

3. Approval of Minutes

a. Approval of April 14, 2020 Regular Meeting Minutes

Motion to approve April 14 regular minutes made by Kempf, seconded by Davis. *Motion passed.*

b. Approval of April 17, 2020 Special Meeting Minutes

Motion to approve April 17 special meeting minutes made by Davis, seconded by Kempf. *Motion passed.*

4. Public Input

Jodi Goff stated that the taxes have been rolled out, and the correction of errors can be entered. There were a few tax bills that had to be corrected and that has been done. Because of the quadrennial year, they were behind, but are now on track. They are tracking their phone calls.

5. Approval of Claims

Motion to approve May claims made by Kempf, seconded by Davis. *Motion passed.*

6. Treasurers Report

The treasurer's report was presented. The committee had no questions.

7. Budget

a. IT Computer Equipment Line Item

Individual departments were asked several years ago to remove their computer equipment line and put it all into one fund. It was asked how that line item is being used. We currently have put \$50,000 in that line item for purchase of computer equipment – laptops, switches, cable, computers, etc. It was discussed how we want to handle this in the future. The department heads present were asked their preference. They would like to continue with the way it is. It was felt that if each department budgeted for their own computer needs, the amount budgeted would be inflated to make sure they covered costs. We have been estimating the number for this line item to budget for. We will ask the department heads and Heart to estimate the needs for next year for next year's budget. While we cannot foresee all problems we may encounter, we hope to get a more accurate number for budgeting purposes.

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8. New Business

b. Opening and award of Grant Bids for Remodeling Projects

We had one response to the second RFP- Kenyon and Associates. Their bid is more in line with what had been projected. In order for them to do the work they have to be registered in SAM. At this point in time it does not look like they are registered, however, there is a backlog with SAM at this time. Motion to award the contract for remodeling to Kenyon and Associates for \$18,020.00 contingent on them getting registered in SAM made by Davis, seconded by Kempf. *Motion passed.* Mr. Cummings will reach out to Kenyon regarding the SAM issue and discussion on the scope of work.

c. Approval of Midwest Engineering Contract for RIF Grant Projects (sidewalks)

The State's Attorney has reviewed the contract with Midwest and has one change that he recommends needs to be made. The contract states that if payment is not received within 30 days, interest will be applied. With our billing/payment system we need to extend that to 45 days. Motion to approve Midwest Engineering Contract for the grant sidewalk projects, with a change made from 30 days to 45 days for payment made by Kempf, seconded by Davis. *Motion passed.*

9. Unfinished Business

10. Other

A committee member has been receiving phone calls from citizens asking how the county employees can be off work due to Covid-19 and still receiving pay while they are struggling. The department heads present stated that their offices were back to normal working conditions.

11. Executive Session

12. Any Action Coming Out of Executive Session

13. Adjournment

Motion to adjourn made by Davis, seconded by Kempf. *Motion passed.*

Submitted by: Deb Breyman

Chuck Nagel, Chairman
Finance Committee

Memorandum of Understanding (MOU)

Woodford County Board & Participating Municipalities of Woodford County Regarding Tri-County Regional Planning Commission (TCRPC) Representation

This MOU outlines an agreement made in principle for designated municipalities to fulfill the role of County representation on the TCRPC effective January 1, 2021.

I. County Board Decision to Fund Tri County Regional Planning Commission

The county will partially fund the Tri-County Regional Planning Commission effective with their 2020/21 budget cycle. The County Board Chairman has recommended an agreement that future representation of the County will be done by a majority of Municipalities across the County.

II. Principle of Agreement between the County and Municipalities

A total of 7 TCRPC county commissioner seats are available based on being a member in good standing and required funding. At the discretion and will of the Woodford County Board, Commissioner seats will be available to 6 municipalities within the county. Municipality representation priority will be based on population size and subsequent interest to fund a commissioner seat. Municipality appointments will be annual appointments.

The TCRPC is comprised of an Executive Board totaling 9 members, 3 from each county. Members from Woodford County to TCRPC must be a registered voter in Woodford County. The overall board is made of 21 total board members, 7 from each county.

Based on TCRPC By-Laws the Chairman of the County Board appoints the members representing the county. This representation will be based on municipality interest and financial commitment of 1 board seat per municipality for a total of no more than 6 municipality positions. The Commission dues shall be spread equally among the parties involved with payment to the County.

The County Board chairman will make those municipality appointments based on the recommendations of the Mayors/Village Presidents, and contingent upon payment received to Woodford County by November 30th of each year.

III. Changes to this Agreement

Any changes to this agreement will require a two-thirds agreement by the funding municipalities and a majority vote by the Woodford County Board.

As approved and agreed upon by the Woodford County Board on this ___ day of _____, 2020.

John Krug
Woodford County Board Chairman

Dawn Kupfer
Woodford County Clerk

Village of Germantown Hills

Village of Secor

City of Eureka

Village of Spring Bay

City of Minonk

Village of Washburn

City of El Paso

Village of Kappa

Village of Congerville

Village of Panola

Village of Goodfield

Village of Bayview Gardens

Village of Metamora

Village of Benson

Village of Roanoke

Spring Bay Township