

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
COUNTY BOARD ROOM  
TUESDAY, JULY 13, 2021  
MINUTES  
5:30 PM**

**1. Call to Order**

The meeting was called to order at 5:30 PM.

**2. Roll Call**

Chuck Nagel (chairman), Autum Jones, Ansel Burditt, and David Meinhold all present. Dan Steffen is excused.

**3. Approval of Minutes**

a. Approval of June 2021 Regular Meeting

Motion to approve June 2021 minutes made by Jones, seconded by Burditt. *Motion passed.*

**4. Public Input**

There was no public input.

**5. Approval of Claims**

There were no claims for the month.

**6. Treasurers Report**

Fund 058 is solvent again. The revolving loan participant is making payments, and there are no concerns with the revenue report. The one cent, quarter cent and public safety tax are not as high as last month, but are doing significantly better than the last three years.

**7. Budget**

It was explained that when presenting the budgets, you do not need to go line by line. The committee understand that you will have an increase in your budget overall due to salaries.

a. Treasurer's Budget - General Fund Departments: #030, #200, part of #210, Funds: #051, #052, #053, #054, #058, #059, #062, #069, #070, #076, #083, #084, #088, #107, Page 1 & 2- ALSO 4H

#030 – increase is due to pay increases.

#200 – insurance – a 5% increase was put in but may need to be changed once Snedeker give us our annual quote.

#210 – Contingency may need to be adjusted. This covers costs we don't plan for. However, it is felt to let the line item overdraw and fix at the end of the fiscal year. That way we can better track the costs, and plan better in the future. We Care, UCCI, GPEDC have all stayed the same. Tri-County went down due to the restructuring.

#052 – this is money we have received from the American Recovery Act. We have received half of the 7million at this time. We anticipated spending some of this money in the next fiscal year, but until we figure out projects, we don't know how much will be spent.

#053 – IMRF – county match

.#054 – Social Security

#058 – ADDWC

#059 – Animal Control – this covers the animal control administrator salary. This fund also pays for one part time person and a full time person in the treasurer's office.

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
COUNTY BOARD ROOM  
TUESDAY, JULY 13, 2021  
MINUTES  
5:30 PM**

#062 – a rainy day fund

#069 - Treasurer's automation fund. These are fees collected from the sale of parcels. She hopes to use the funds to cover cost of new computers in her office or to install solid state drives.

#070- Tort Judgment – estimated a 5% increase for insurance.

#076 – Public Safety Sales Tax

#083 – This is a pass through account from federal and state funds for We Care

#088 – Tax interest – used for a sale in error for parcel sales

#107 – Menssen Trust Fund – a pass through account.

b. Coroner – General Fund # 040 Fund #103  
His funds are self-explanatory.

c. Zoning - General Fund Departments: #060, #080, #085, part of #210  
#060 – Soil and Water Conservation – a grant that is received yearly for storm water erosion  
#080 – Zoning - Salary increases. She is going to drop her computer equipment down as she will do solid state drives instead of purchasing new computers.  
#085 – Zoning Board of Appeals – she increased the amount for the wind farms, and anticipates a large scale industrial solar farm.  
#210 – Tri-county – for special projects. The Supervisor of Assessment can use this fund also.

d. State's Attorney – General Fund #130 Funds #081, #093, #097  
#130 - The salaries for the two assistant attorneys was increased to make Woodford County more competitive so we don't lose qualified staff. The fees for Westlaw have gone up.  
Fund 080 – these funds can only be used on drug related items.  
Fung 093 7 097 – these funds come from fees the Circuit Clerk collects. They have gone down significantly because of waivers.

e. County Board – General Fund #100, # 290, #295, #310,  
#100 – member's expenses – budget is flat  
#290 - County Board office - funds for a copier for this office were put into the budget. Copies are made in the Assessor's Office, but when packets are being copied, it ties up their copier so they can't print the copies they need to complete their work.  
#295 – Personnel – this went down.  
#310 – Utilities – this was increased to utilities keep going up.

f. Region Office of Education- General Fund #070  
#070 – The request is the same as last year.

g. Circuit Clerk – General Fund #020 Fund #063, #066, #072, #086,  
#020 - Circuit Clerk – the increase is due to salaries. She has left the \$5,000 for chief deputy in case she decided to appoint one. There office is going paperless on the civil side, so office supplies is down.  
#063 – Clerk Op's Fund – from fees collected and used for consulting and equipment needs  
#066 – Clerk Automation – used to run court equipment, IT, software programs, etc.

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
COUNTY BOARD ROOM  
TUESDAY, JULY 13, 2021  
MINUTES  
5:30 PM**

#072 – Document Storage – from fee collected and has to be used on the storing of documents. She plans to have all the documents scanned and uploaded into her system.

#086 – Child Support – administration fees collected.

It was asked if her salaries were for any new employees. She has 8 deputy clerks in her office. Her staff was way behind in pay, and this is bringing them up with everyone else.

h. Veteran's –General Fund #090

#090 – Veteran's Affairs – 3% increase in salaries. He has put funds in for new equipment, and increased the training cost by \$100.

i. Supervisor of Assessment's - General Fund #110, #120 Fund #080

#110 – Supervisor of Assessment – several people in the office will have step increases this next year so there is an increase in salaries. Training cost have increased. There was no training last year due to Covid. They will have to double up on the training this next year. She is going to put in solid state drives instead of getting new computers. And she increased her overtime to be able to move up the tax cycle.

A question was asked about the solid state drives. It makes the computer run faster and last #086 – Board of Review – an increase in office supplies was put in for a new cabinet.

Overall, the new budget is pretty flat.

## **8. New Business**

a. Award of Project 2 Construction Contract to Knapp Concrete for \$1,498,329.50

The award cannot be made at this time because the cost is \$498,329.50 over the grant. There are two ways to approach this – one is to reduce the work being done, and the other is to ask the municipalities to pay the over cost on their project(s). Mr. Cummings reached out to each of the entities explaining the dilemma. It was asked why only two bids were received. This is a difficult project in that there are multiple sites, and some of the projects are too small.

b. Approval of Pay Equalization Policy

This will be placed in the Employee handbook. This Board wants to give a road map to future boards on how and why they did the pay increases. Motion to approve Pay Equalization Policy made by Burditt and seconded by Jones. It was asked where EMA falls into this. EMA is now under the Sheriff, and all raises are at the Sheriff's discretion.

Cost of living raises tend to be applied to union employees and not others. Non-union employees will fall under the same contract as others and will receive step increases also. The elected official's salaries get set at the beginning of their term for the length of their term. People are generally accustomed to receiving yearly increases. It was suggested that the board compensate people so it is above the cost of living. *Motion passed.*

## **9. Unfinished Business**

**FINANCE & ECONOMIC DEVELOPMENT COMMITTEE  
COUNTY BOARD ROOM  
TUESDAY, JULY 13, 2021  
MINUTES  
5:30 PM**

**10. Other**

**11. Executive Session**

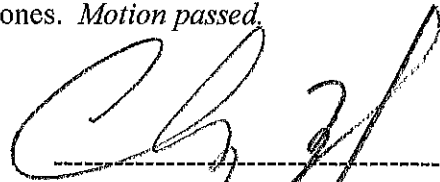
**12. Any Action Coming Out of Executive Session**

**13. Adjournment**

Motion to adjourn made by Burditt, seconded by Jones. *Motion passed.*

Meeting was adjourned at 6:45 PM.

Submitted by: Deb Breyman

  
-----  
Chuck Nagel, Chairman  
Finance Committee