

**FINANCE COMMITTEE
COMMITTEE OF THE WHOLE
COUNTY BOARDROOM
TUESDAY, OCTOBER 11, 2022
MINUTES
5:30 PM**

1. Call to Order

2. Roll Call –

John Krug (ch), Chuck Nagel, Autum Jones, Dave Meinhold, Ansel Burditt all present. Also present are Board members Nick Miller, Richard Hill, Al Durst and Dan Steffen.

3. Approval of Minutes

a. Approval of September 12, 2022 minutes

Motion to approve September 12, 2022 minutes made by Jones, seconded by Burditt. *Motion passed.*

4. Public Input

Karen Krug, El Paso - She has spoken to the committee several times regarding ARPA funds and projects El Paso Ambulance has. She understands that it is difficult for the board to determine how to divide the funds up in an even distribution between the districts. She reminded the committee that this money came about due to Covid. There are 10 ambulances within the county. The funds could be divided between those 10 ambulances to help them with costs. This would show a good faith effort on the boards part, and help build a repour with communities. Ambulances are hurting for money. They are not seen essential health care workers, therefore did not receive any of the funds from Covid. Giving equal distribution, everyone wins.

The committee thanked Ms. Krug and told her that they are listening to the concerns of everyone.

Robert Sutton, Chairman of Caterpillar Water District. He reminded the committee that the original use for the ARPA funds was for water & sewer infrastructure and broadband. They have requested funds for critical water needs. They are non-profit and receive no tax revenue. They are trying to provide water infrastructure. The state mandated that they up their water chlorine levels. They have put tank mixers in to help with this. They would also like to put in automatic flushers at the end of the water line. The water issue becomes a major problem when they are falling behind. He thanks the committee for listening to his concerns.

The committee informed him that they have been looking at projects and don't know how that money will be appropriated. Both Ms. Krug and Mr. Sutton have been in front of the committee before and they were thanked for staying on top of their projects. What was first determined ARPA funds could be used for, changed and it became broader.

Janet Gibbs, Benson – Ms. Gibbs is an employee of the County. She is one of the Union representatives. They started several months ago to get the negotiations started, and no progress has been made. She asked why it is so hard to get the County to commit to a date to start these negotiations. This is a process that comes up every few years, so it shouldn't take this long to get dates set.

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The committee told Ms. Gibbs that it was not from a lack of wanting to get together. They are all waiting on the States Attorney for dates.

5. Approval of Claims

a. Approval of October 2022 Claims

Motion to approve October claims made by Burditt, seconded by Krug. *Motion passed.*

6. Treasurer's Report

All fund balances are positive. We will end with a general fund balance over \$36,000,000. The Treasurer has no concerns with any balance. The one revolving loan is still making payments on time. The sales tax report is exceeding expectations, and personal property replacement taxes are also doing well.

7. Budget

a. All budgetary changes or adjustments for any previously discussed or approved budget as needed

Since this is a meeting of the whole, we will suspend the rules so that all board members may speak. Tonight is the opportunity to discuss any issues that the board may see with the budget figures. They are not approving the budget, but making recommendations to the full board for their approval. Once the budget goes on display, the figures cannot be increased, only decreased. There are four areas that the committee feels they need to address – 1) increase to GPEDC, 2) rent of the Health Department, 3) Illinois Extension budget, and 4) Zoning Department Head salary.

They would like the tentative budget to reflect two break outs for the Zoning Administrator salary. One will be her current salary, and the other line will be for her stipends as the supervisor of the Supervisor of Assessments Office.

We currently have \$20,000 in the GPEDC line. We increased it from \$15,000 to \$20,000. We have set \$5,000 aside incase the port authority requests funds. If the port authority does not request any funds, then that \$5,000 can be moved over to GPEDC.

A meeting was held with Bobbi Jo Sibley, Janice McCoy, Shelly Nickols-Richardson, Harry Clore from U of I. It was a informal discussion. We requested some documentation from the U of I on how the funds are being utilized in Woodford County. We did receive most of the documentation the next day, but not all the information we requested. Our contribution to U of I is not that far off from what is expended in our county. It would be inappropriate to cut their budget drastically. We still have concerns with their surplus of funds. Their surplus of funds exceeds what their goal was. If we continue to fund at our current rate, then the surplus will never decrease. They have extra funds because the state finally paid them what was owed them. We should budget between \$140-150,000. It was the consensus of the committee to budget \$150,000. It was recommended to cut the budget by 90% in order to get U of I's attention and get a meeting set. It was a concern that if we cut budget to much, U of I would start cutting the programs they offer Woodford County.

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The MOU with the Health Department was discussed. The current MOU is due to expire in November. The Public Safety Committee felt it was appropriate to remove the Health Department rent clause. The Health Department has operated most of its programs from Covid funds. Those funds have stopped. The money that was paid for rent could be used for programs that benefit the county. The maintenance and snow removal will be handled by the county. The Health Department will be responsible for the cleaning of their facility. One fourth of the Health Dept.'s budget comes from the County, the rest comes from grants. Right now the budget shows \$40,000 to be paid for rent. We need to remove the rent payment. Ms. Aggertt also made changes in the nurse's salary. They would like to give a 10% raise to the nurses in order to keep the good nurses they currently have. They currently have a nursing position open and cannot find anyone to fill that position due to the low pay. The Board of Health passed several budgets to cover all the scenarios. This MOU will be discussed and all issues will be worked out tomorrow at the Public Safety Committee meeting.

Discussion on the full time IT tech and if it is included in the budget. We currently have made no decision as yet if we are going to hire an inhouse IT tech. We currently have budgeted \$50,000 for this person, but realize that we wont get someone for that price. Depending on when that person would start – the \$50,000 could cover their salary if they are not hired until mid year in 2023. Even with an inhouse IT person, we would still need to employ Heart Technology. Sheriff Smith reported that this issue came about because IT is getting bigger and bigger and there are certain day by day issues that Heart does not handle. Heart recommended that we have a person on site that can handle the day to day routine issues the departments have. If we had an inhouse person, that would relieve some of the work Heart is doing and hopefully their fee would decrease. It was asked if we are behind times in not having our own inhouse IT person. Sheriff Smith stated that most counties of our size have their own inhouse IT personnel. Sheriff Smith speaks with Heart daily. He does not speak IT language and doesn't understand how some of the issues are handled. It was asked if we could keep a full time IT person busy for 8 hours, and Sheriff Smith whole heartily stated we could.

We have been looking for a tech at the Highway Department for over 6 months and cannot find anyone to take the job at the salary we are offering. There is also an availability issues. It is felt that this issue should be discussed in the Public Safety meeting. We need to get someone here. Heart has done a lot of work to get us more secure. Everyone is looking for techs and we are going to have to pay to get a quality person.

b. Approval of tentative levy and draft budget to County Board

Next Tuesday at the Board meeting the tentative levy will be passed. The tentative levy is flat, no increase. We are on solid ground. Zero percent increase over last years levy. The personal property replacement tax is greater than expected. We will use this tax to cover the counties SS and Medicare match. The committee does not feel it is right to tax the citizens when we have the money. There will be no increase to the tax payer. The

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General fund started the year with \$6,700,000, and will end this year with a balance \$6,761,000. Next year we should end with a balance of \$6,795,000. The auditors recommend that we have a 6 month reserve, and we have more than that. Mr. Nagle complimented the department heads on the good job they due with their budget. Motion to send the tentative budget to the full board made by Jones, seconded by Burditt. *Motion passed.*

8. New Business

a. Property, Liability and Work Comp Renewal - approval of 50/50 payment split Every year our premium gives us the option on paying the premium all at one time, 50/50, and 25/6. We have chosen to pay 50% in December and 50% in June. Motion to pay the liability and work comp renewal premium at 50/50 made by Burditt, seconded by Jones. *Motion passed.*

b. County Personnel Policy Concerning Woodford County Employment and State of Illinois Employment

Chief Deputy Tipsword has been elected to the State Representative at a salary of \$75,000. He would like to continue working for Woodford County at his salary of \$80,000. A full time employee should give 2080 hours of work. There are two other employees who will be covering some of his duties with his position here. We need a policy that protects the County making sure we are tracking his hours worked. We need to be ready if there is FOIA requests. The citizens are watching and asking what we are doing. They are asking for transparency. Several board members have been approached and people are concerned that he is getting dual pay. The committee is thrilled that we will have a local person in the state house. The issue is not personal toward Mr. Tipsword, but we need to cover our bases. It was asked if Ms. Jones and Mr. Burditt would meet with Mr. Tipsword before next weeks Board meeting. People are looking to have the policy publicly known. Mr. Tipsword is willing to keep track of his hours. The public needs to know our policy regarding this issue to protect Mr. Tipsword and the County. The goal will be to get a policy in writing by the November Board meeting.

c. Approval of Kenyon & Associates Invoice for \$22,930.50 (RLF)

Motion to approve Kenyon invoice made by Jones, seconded by Burditt. Motion to amend the original motion to pay the Schindler invoice, not the Kenyon invoice made by Jones, seconded by Burditt. Approval of motion as amended – *Motion passed.*

d. Approval of GPEDC Invoice for \$4,500.00 (RLF)

Motion to approve GPEDC invoice made by Burditt, seconded by Jones. *Motion passed.*

e. Approval of Knapp Invoice for \$60,643.01 (RLF)

Motion to approve Knapp invoice made by Jones, seconded by Meinhold *Motion passed.*

9. Unfinished Business

a. Discussion/Approval of Ordinance 2021/2022 – 013 Authorizing the Use of ARPA Funds for Various Projects/Purchases.

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There have been several items removed from the Ordinance – broadband, a storage closet, etc. And an item to put funds in to pay for the Counties portion of the health insurance. With the list of projects in this Ordinance there will still be approximately \$400,000 left over for other projects. We have to appropriate those funds by 2024 and spend them by 2026. This ordinance gives the authorization for the department heads to start getting quotes on their projects. Motion to approve Ordinance 2021/2022 – 013 made by Burditt, seconded by Jones. This will be moved to the full board for review. If there is a project that arises, then an Ordinance can be written to cover that project.

At the ICRMT conference, it was mentioned that Snedeker could write, and is willing to write grants for anything related to public safety. The committee members would like for us to take advantage of the services they have to offer. Mr. Snedeker will be here next week for a presentation and we can ask him at that time more about this. It was also mentioned that there are several classes they offer to help with deputy driving safety. We pay a lot of money to Snedeker's, we need to take advantage of the opportunities they offer. *Motion passed.*

10. Other

11. Executive Session – Roll Call Vote

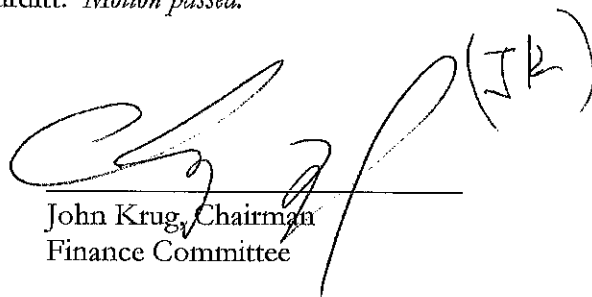
12. Any action coming out of Executive Session

13. Adjournment

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

Meeting adjourned at 7:00 PM.

Submitted by: Deb Breyman



John Krug, Chairman
Finance Committee