

Special Finance & Personnel Committee
Tuesday, April 9, 2024
5:00 PM, 2nd Floor, Joseph G. Cannon Building

MINUTES

Agenda Item 1 – Call to Order and Roll Call

Committee Chairman Steve Miller called the Special Finance & Personnel meeting to order at 5:00 PM. Upon the call of the roll, the following members were present; Steve Miller, Jerry Hawker, Craig Golden, Becky Stark, Lon Henderson, Jim McMahon and Greg Shepard. Excused absent was Todd Johnson. Absent was Joe Eakle. 7 Present, 2 Absent.

Also, in attendance; Larry Baughn, Jr. – Chairman, Cassy Carter- Financial Resources Director, Bill Pickett – Neuhoff Media, Matt Long – Supervisor of Assessment, Nancy Boose – HR Director, Erika Ramsey – Auditor, Missy Quick – Circuit Clerk, Cathy Jenkins – County Clerk, Robyn Heffern - Chief Deputy County Clerk, Dan Wright – County Board, Dean Shore – Chairman Palmer Arena, Teri Gaffney – General Manager Palmer Arena, Dwayne Gaylor – Facility Manager Palmer Arena, Brian Talbott - Tech Services Director, Blaine Meadows – Centrica Business Solutions, Jane McFadden – Coroner and Darren Duncan – Treasurer.

Agenda Item 2 - Adoption/Amendments to the Agenda

Hawker motioned to approve the agenda, second by Stark. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – March 4, 2024

Henderson motioned to approve the amended minutes correcting item #5, second by Shepard. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None.

Agenda Item 5 – Financial Update

Ramsey presented a handout titled “Finance Meeting Notes”. This noted four funds with a negative fund balance. Ramsey explained Fund 019, FICA, will continue to grow more and more negative until tax disbursements are received. Also negative is Fund 043, North Fork Area 2. This has been resolved, with a voided check, hence this fund is no longer negative. Fund 005, Liability, has a positive cash balance but shows negative due outstanding claims that are recorded from Clifton Larson Allen. Fund 072, Treasurers Account Fund, this is due to this fund being closed and any remaining funds were transferred to the General Fund. This will be corrected with an adjusted entry from Clifton Larson Allen with the completion of the 2023 audit. Henderson inquired on the Circuit Clerk revenue and how the Safety Act was impacting this revenue. Ramsey stated the revenue has decreased; however, the full impact is not realized yet due to old cases (fees and fines) still being processed and paid. Ramsey noted the ARPA balance is \$5,997,593.45. Carter noted per the ARPA Communities & Villages financial reports, the remaining balance is currently \$0. This balance is after transferring half of the interest totaling \$227,183.28 and the adjusted additional interest needed of \$17,541.66. The remaining interest from the ARPA fund resides in the General Fund. Carter stated she has been in contact with the Village of Sidell, they have ARPA funds earmarked from the county of \$150,000 for their water project and this is moving forward and has published in the newspaper for request for bids.

Agenda Item 6 – Vermilion County Metropolitan Exposition Auditorium and Office Building Authority - Request

Hawker motioned to earmark \$100,000 of ARPA interest to use for the HVAC unit at the Palmer Arena, second by Stark to approve. Dean Shore explained this is in reference to the Palmer Areana HVAC. They are currently running on one unit. If funding is not procured, then will have to close during the summer months as one unit

will not keep the facility cool. Shore handed out a bid showing the proposed amount to replace the HVAC system which is \$909,501.00. The goal is to raise this amount via monies from the City of Danville, Vermilion County and the Hegeler Foundation.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Golden, Stark, Henderson, McMahon and Shepard. 7 yes, 2 absent. Motion passed.

Agenda Item 7 – Energy Savings Project- Design/Development/RFP Progress - Updates from Centrica – Blaine Meadows

Meadows provided a handout with an update on this project. The discussion items were: Design, Scope Development, Sub – Contractors/RFPs, Timeline and Third- Party Review. Meadows will work with Miller on the third-party review with the hired county architect on the final project.

Agenda Item 8 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the General Fund Budget Amendment – Judges Grant – Court Technology Grant - \$73,560

Hawker motioned to refer this to Technology and Judicial & Rules Committee, second by Henderson to refer back to Technology. Talbott explained this is a grant from AOIC for technology in the court rooms. This reflects a new grant of \$53,560 along with \$20,000 remaining from the grant in 2021, the committee wanted clarification that the full \$20,000 was still available from the 2021 grant.

Upon the call of the roll the following members voted to refer back to the Technology committee, to wit: Miller, Hawker, Golden, Stark, Henderson, McMahon and Shepard. 7 yes, 2 absent. Motion passed

Agenda Item 9 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for Non-Departmental – Budget Amendment - \$245,355 (ARPA Interest)

Hawker motioned, second by McMahon to approve. Carter explained this is moving money ARPA interest money from the General Fund into an expense line to pay approved expenses to the Communities/Villages on behalf of the interest from ARPA funds. This was previously approved via Finance Committee, but since the money resided in the General Fund, this had to be written up as a budget amendment.

Upon the call of the roll the following members voted yes to wit: Miller, Hawker, Golden, Stark, Henderson, McMahon and Shepard. 7 yes, 2 absent. Motion passed

Agenda Item 10 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for Non- Departmental – Budget Amendment - \$80,000 (wind and solar professional services)

McMahon motioned, second by Stark to approve. Carter explained this is adding money to the expense line in order to pay professional attorney services for wind and solar. This money is reimbursed via wind and solar application fees.

Upon the call of the roll the following members voted yes to wit: Miller, Hawker, Golden, Stark, Henderson, McMahon and Shepard. 7 yes, 2 absent. Motion passed

Agenda Item 11 – Resolution – RE: Salary Schedule – 2024 Elected Officials

Stark motioned, second by McMahon to approve. Henderson stated he emailed and mailed information to all Finance Committee members. This was a written report on his findings upon interviewing all elected officials. This was to understand their job duties, required qualifications, number of staff supervised, hours worked etc. Henderson stated this was just to present his findings so that a more informed decision on pay increases could be discussed. Hawker stated all employees of the county except the elected officials received \$5,000 in additional bonus pay. They all also received at least a \$3/per hour increase as well. The elected officials received only a 3% increase. Miller proseed to increase the elected officials (offices up for election in 2024) salaries by 3% yearly for 2024/25, 2025/26, 2026/27 and 2027/28.

Upon the call of the roll the following members voted yes to wit: Miller, Golden, Stark, McMahon and Shepard. Hawker and Henderson voted Present. 5 yes, 2 present, 2 absent. Motion passed

Agenda Item 12 – Executive Session

None

Agenda Item 13 - Items of Information

Chairman Baughn stated that he provided a detail copy of the Animal Shelter requested reports to Hawker and if anyone would like a digital copy to let him know. He stated this will be discussed in more detail at the Health & Education Meeting that will be held on April 24th. He also stated that the EMA building is currently being evaluated by the insurance company on the damage to the front of the building.

Agenda Item 14 – Adjournment

Committee Chairman Steve Miller adjourned the meeting at 6:47PM.

Minutes by: Cassy Carter, Vermilion County Financial Resources Director