

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

Also, in attendance; Larry Baughn – County Board Chairman, Cassy Carter- Financial Resources Director, Brian Talbott – Director Technology, Will Keister – Assistant Director Technology, Erika Ramsey – Auditor, Robyn Heffern – Chief Deputy County Clerk’s Office, Cathy Jenkins – County Clerk, Carrie Wilson – County Clerk’s office, Russ Rudd – Director EMA, Michael Mara – Public Defender, Tim McFadden – County Board Member, Adrian Greenwell – County Highway Engineer, Jim Russell – Mental Health Director, Jane McFadden – Coroner, Thomas Gregory – Director Probation, Jaqueline Lacy – State’s Attorney, Diana Schmit – Audience Member, Darren Duncan – Treasurer and Matt Long – Supervisor of Assessments.

Agenda Item 2 - Adoption/Amendments to the Agenda

Miller noted he would like to amend the agenda to move Items #12 & #13 to follow Item #5. Henderson motioned to approve the amended agenda, second by Hawker. Motion passed by acclamation.

Agenda Item 3 - Approval of Minutes – August 5, 2024

Stark motioned to approve the minutes as presented, second by Bodine. Motion passed by acclamation.

Agenda Item 4 - Audience Comments

None

Agenda Item 5 – Financial Update

Ramsey noted there were no large changes on the Fund Equity Changes Report. She did note Fund 006 is negative by \$2,503,320.62. This is due to the JDC rent payment of \$2,137,675.69 that was made on 8/28/24, which is the portion for the leased personnel. This amount is to be reimbursed to the county within 30 days. The General Fund Revenue report reflects this year we are at 63.87% where as last year at this time we were at 82.83%. She stated of the 50 accounts in the General Fund, 14 have reached 90% or higher. The ARPA fund balance is \$2,537,619.52, noting a large payment to Centrica of \$1,501,686.

Agenda Item 6 – Proposed Tax Levy – 2024 -2025FY

Miller stated the Tax Levy for the FY2024-2025 budget book, has a decrease in the overall rate. The same tax dollars are to be collected as FY2023-2024 with the exception of the Veteran’s Assistance which has an increase due to the minimum allowed amount is .02%.

Hawker stated he did not like how the Tax Levy shows \$0 going to County Bridge Fund and Mental Health Fund. Carter explained the County Highway needed an increase per County Engineer Greenwell, so he agreed to increase that fund and take \$0 for the County Bridge Fund, since that Fund balance is at an acceptable balance already.

Carter explained the Mental Health Fund shows \$0 from the levy, but the transfer from the General Fund is larger than previous year. Hawker asked if we could decrease the General Fund and add the dollars equal to the levy from last year from into the Mental Health Fund, as on paper it appears we are not supporting this fund. Cater stated she would change this to reflect the request.

Agenda Item 7 – Proposed Budget – 2024 – 2025FY

Miller stated this was a discussion to answer questions so that the budget could come to Finance next month as a vote. He thanked all Department Heads and Elected Officials for attending to answer question on their budget. Discussion ensued on the budget worksheets for 2024-2025FY budget.

Agenda Item 8 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Public Defender’s Office – Budget Amendment - \$22,900.00

McMahon motioned, second by Henderson to approve. Mara stated this is adding money to the salary line due to the Public Defender grant using funds towards insurance that was to be used for salaries. The insurance line also needs increased due to changes in the employee elections of health insurance benefits.

Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bodine, 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 the Regional Office of Education – Budget Amendment - \$6,138.00

McMahon motioned, second by Stark to approve. Carter stated this is adding money to the salary line due to an employee returning to full time status from part time. This was approved at the Health & Education meeting on 7/18/24 in which Hird stated this additional help is very much needed.

Upon the call of the roll the following members voted yes, to wit: Miller, Bodine, Stark, Henderson, McMahon and Shepard. Hawker voted No. 6 yes, 1 No, 2 absent. Motion passed.

Agenda Item 10 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Probation Service Fund – Budget Amendment - \$1,100.00

Henderson motioned, second by McMahon to approve. Gregory stated this is adding money to the Probation Services Fund to order classroom books for Moral Reconciliation Therapy (MRT) training. This is moving monies from the Opioid Settlement Line where it resides in the General Fund.

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

Agenda Item 11 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Health Insurance Lines – Budget Amendment

Hawker motioned, second by Bodine to approve. Carter stated this is adding money to the needed insurance lines as the health insurance amount is an estimate for each department yearly at the beginning of the year. Due to changes in employees or the changes of the employee selected benefits the amendment is needed to pay the employee health insurance.

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

Agenda Item 12 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for Animal Control Department – Budget Amendment - \$49,734.00

Stark motioned, second by Shepard to approve. Carter stated this is adding money into the donation expense line and the Supplies/Drugs/Nursing line due to the monies received were over the budgeted amount in said lines. This will reflect collected monies into the expense line in order to pay outstanding and projected invoices.

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

Agenda Item 13 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Non-Departmental Department – Budget Amendment - \$50,000.00

Hawker motioned, second by Stark to approve. Carter stated this is adding money to the expense line to refund

the Wind/Solar application fees. This money resides in the General Fund in the Wind/Solar revenue line. Two applications are being withdrawn since they are not in the county. This money will need to be refunded. Upon the call of the roll the following members voted yes, to wit: Miller, Hawker, Bodine, Stark, Henderson, McMahon and Shepard. 7 yes, 2 Absent. Motion passed.

Agenda Item 14 – Executive Session

None

Agenda Item 15 - Items of Information

Chairman Baughn stated he wanted to thank Carter, IT and County Clerk for all the hard work on the Tax Levy and the Budget. He stated it is nice to see how well they all work together for the common goal. Baughn also stated that he will be contacting the City of Danville to get the conversation going about a new contract between them and the County Animal Shelter.

Agenda Item 16 – Adjournment

Committee Chairman Miller adjourned the meeting at 6:26PM.

Minutes by: Cassy Carter, Vermilion County Financial Resources Director