

Finance & Personnel Committee
Monday, October 7, 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, Craig Golden, Kevin Bodine, Becky Stark and Lon Henderson. Excused absent were Jerry Hawker, Jim McMahon, Todd Johnson and Greg Shepard. 5 Present, 4 Absent. Todd Johnson arrived at 5:15PM

Also, in attendance; Larry Baughn – County Board Chairman, Cassy Carter- Financial Resources Director, Erika Ramsey – Auditor, Blaine Meadows – Centrica, Missy Quick – Circuit Clerk, Nancy Boose – HR Director, Bill Donahue – Audience Member, Pat Hartshorn – Sheriff, Judge Thomas O’Shaughnessy – Chief Judge and Matt Long – Supervisor of Assessments.

Agenda Item 2 - Adoption/Amendments to the Agenda

Miller noted he would like to amend the agenda to add Blaine Meadows with Centrica as item #6, and move down all remaining items by one. Henderson motioned to approve the amended agenda, second by Stark. Motion passed by acclamation.

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

Henderson 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 there would be one more tax distribution deposited. This will be a substantially smaller deposit than the two previous. The General Fund is at 76% this year where last year it was at 90%. There is less money coming in as part of the Safety Act. Also, this is due to the transfer from the Law Enforcement Fund now being deposited into the PSB Rent Fund instead of the General Fund. The ARPA fund balance is \$2,396,931.76.

Agenda Item 6 – Centrica – Blaine Meadows

Meadows stated Centrica had been working on the windows project at the Joseph G Cannon Building to replace or repair. He stated this is a process that has to be approved with the State Historic Preservation Office (SHPO). This study reflected the windows are beyond repair and will need to be replaced with new ones. The original windows on the basement level will need to be preserved and repaired and all other windows will be new. Discussion ensued on status of various Centrica projects in the county.

Agenda Item 7 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Circuit Clerk – Budget Amendment - \$7,000.00

Henderson motioned, second by Johnson to approve. Quick stated this is adding money to the postage line due to increased postage rates.

Upon the call of the roll the following members voted yes, to wit: Miller, Golden, Bodine, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 8 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the PSB Rent Fund – Budget Amendment

Golden motioned, second by Stark to approve. Carter stated this is a transfer from the General Fund to the PSB rent Fund. This also is adding money to a line in the accounting system since the rent to PSB for FY2024 reflects both payments for FY2023 and FY2024.

Upon the call of the roll the following members voted yes, to wit: Miller, Golden, Bodine, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 9 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for Building & Grounds - Budget Amendment

Stark motioned, second by Bodine to approve. Carter stated this is adding money to the Electric/Gas and Water line due to the increase cost in utilities. This will allow payment to be made until end of the fiscal year.

Upon the call of the roll the following members voted yes, to wit: Miller, Golden, Bodine, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 10 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for the Law Library Fund – Budget Amendment - \$3,000.00

Bodine motioned, second by Stark to approve. Judge O’Shaughnessy stated this is adding money to the Books/Periodicals line due to publication prices increasing 10-15% per year.

Upon the call of the roll the following members voted yes, to wit: Miller, Golden, Bodine, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 11 – Ordinance – RE: Amendment to the Combined Annual Budget and Appropriation Ordinance for North Fork Special Services - Budget Amendment

Henderson motioned, second by Johnson to approve. Carter stated this is moving money from the fund balance into the current fiscal year. This would allow the payment to Aqua to be paid for Real Time Hydrologic Data Collections.

Upon the call of the roll the following members voted yes, to wit: Miller, Golden, Bodine, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 12 – Vermilion County Proposed Tax Levy – 2024 -2025FY

Golden motioned, second by Stark to approve. 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 a minimum allowed increase of .02%) and the EAV figured at a 10% increase in the overall dollars.

Carter stated the Mental Health Fund reflects the same amount as last year, but there is a larger transfer to that fund from the General Fund for FY2024-2025 than previous year.

Upon the call of the roll the following members voted yes, to wit: Miller, Golden, Bodine, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 13 – Vermilion County Proposed Budget – 2024 – 2025FY

Stark motioned, second by Johnson to approve. Baughn stated this was the same as the previous month, with the exception of the transfer to the Mental Health fund, as well as the State’s Attorney budget with a small increase due to a change in an expense line. Baughn stated this would be placed on display at the October County Board Meeting.

Upon the call of the roll the following members voted yes, to wit: Miller, Golden, Bodine, Johnson, Stark and Henderson. 6 yes, 3 absent. Motion passed.

Agenda Item 14 – Executive Session

None

Agenda Item 15 - Items of Information

Chairman Baughn stated the EMA building was broken into the previous weekend. The generator kicked on and must have scared the people away since nothing was missing. He stated the Building & Grounds staff is working with department heads and elected officials to get their documents removed. This building will be torn down in the near future.

Agenda Item 16 – Adjournment

Committee Chairman Miller adjourned the meeting at 6:12PM.

Minutes by: Cassy Carter, Vermilion County Financial Resources Director