

**COUNTY OFFICES/FINANCE & ECONOMIC DEVELOPMENT COMMITTEE
COUNTY BOARD ROOM
TUESDAY, AUGUST 9, 2022
AGENDA
5:00 PM**

1. Call to Order

The meeting was called to order by Vice-Chairman of the County Office Committee Richard Hill at 5:00 PM.

2. Roll Call

County Offices - Autum Jones (ch), Nathan Schertz (arrived at 5:22), Richard Hill, Chuck Nagel all present. Al Durst is excused.

Finance - John Krug (ch.) Chuck Nagel, Autum Jones, Ansel Burditt, David Meinhold all present.

3. Approval of Minutes

- a. Approval of July 12, 2022 Regular Meeting (County Offices)

Motion to approve July 2022 minutes made by Nagel, seconded by Jones. *Motion passed.*

- b. Approval of July 12, 2022 Regular Meeting (Finance Committee)

Motion to approve July 2022 minutes made by Burditt, seconded by Krug. *Motion passed.*

4. Public Input

Tara Wilkey, 302 Gilman, Secor addressed the committee regarding the ARPA funds. The Village of Secor has asked for project consideration within the Village. She wants to keep the Village's projects on our radar as they are needed. She was asked what other agencies the Village has reached out to – they have tried to get a grant through the EPA, but is did not receive any funds. They have not reached out to the state representatives. It was suggested that they reach out to the representatives and see what they can offer.

5. Approval of Claims

- a. Approval of County Office August claims

Motion to approve August claims made by Nagel, seconded by Jones. No discussion on the claims. *Motion passed.*

County Board Per Diem – Roll Call Vote

There was one per Diem for Mr. Meinhold for \$320. Motion to approve Meinhold per Diem made by Nagel, seconded by Jones. Roll call vote – Nagel – yes; Jones- yes; Hill – yes. *Motion passed.*

- b. Approval of Finance August claims

Motion to approve August claims made by Burditt, seconded by Krug. There was no discussion on the claims. *Motion passed.*

6. Treasurers Report

The Treasurer handed out the most recent sales tax report. We continue to receive more funds than previous years. She has no concerns with any of the accounts. The one remaining revolving loan continues to pay on time. It was asked when that would end and it is believed it is in 2025. She has estimated page 1 of the budget, but will have more defined figures in Sept. It was asked where the monthly payments from the one remaining revolving loan go, and they are put into the General Fund.

7. Appointments (County Offices)

- a. Appointment of John Bellisario to the Caterpillar Trail Public Water District for a 5 year term expiring August 1, 2027.

- b. Appointment of Erik Brewer to the Woodford County Housing Authority for a 1 year term expiring June 30, 2023

- c. Reappointment of Lynn Stoller to the Panther Creek Drainage District for a 3 year term expiring the first Tuesday of September 2025.

Motion to approve A, B, and C appointments made by Nagel, seconded by Jones. *Motion passed.*

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8. Budget

a. Judicial – General Fund #150 Funds #064, #082

No one was here to present the judicial budget. It was asked about the two extra ordinary expenses. The Sheriff reported that courtroom 2's does not have any impaired audio devices.

b. Supervisor of Assessment – printing/office supplies & overtime budget

Last month the Supervisor of Assessment presented her budget. There were some concerns with a few of her line item appropriations. She was asked to reevaluate those numbers and come back this month with an updated version. She received an estimate from Devinet regarding the publication at \$25,000. She also reduced her over time values. Overall, with the exception of salaries, her budget has increased by \$350 from last year. She had requested a rather large amount in the Assessor Fund for oblique views of Woodford County. The quote for those obliques came back at \$125,000. Zoning was pushing for these obliques, but the Assessor and Zoning Administrator both felt that the cost was not worth pursuing. There was a short explanation on what a difference between aerial and oblique views are. Aerial views are looking down from the top, oblique views give you a side view of the building. There was still some concern with her overtime. Some of the staff is new, but the overtime should be cut down unless there is a staff change.

c. County Clerk – General Fund #010, #160 Fund #065, #071

The increase in her budget is mostly for salaries. She has increased publication cost as those have gone up. The election fund maintenance fund was increased incase new equipment was purchased. There is only one election next year, so less money was budgeted for. She has two things in extraordinary and is requesting ARPA fund use for them. She will be using recorder automation funds to get older documents scanned. Currently documents are scanned back to 1986. She has digital records back to 1840. She was asked about the volume of recording – it has stayed steady with a lot more e-recording.

d. Public Defender – General Fund #140 Funds #100

The increase is in salaries. He is asking for new computers with ARPA. He was asked about the case load. Misdemeanors have been broken out into categories, but the felonies have not. He stated that the felonies have increased this past year.

e. County Board – General Fund #100, #290, #295, #310,

Member expenses and mileage have increased slightly. She asked for a slight increase in her salary. Since she has taken on this job, several duties have been added with no compensation. When We Care was added all she had to do was attend a meeting once on month. Those duties have now changed and she has monthly reports to the state now that she has to do. Supplies have increased in cost and the upkeep of the van was increased slightly. The utilities keep going up and the figures put into the budget are an estimate based on what we have paid so far this year. It was suggested that another \$10,000 be added to the gas and electric line just to be safe.

f. Circuit Clerk – General Fund #020 Fund #063, #066, #072, #086

The increases are in salary, publication and the audit. She has increased the overtime – cannot judge how much will be used as this depends on the court cases. They are looking to do weekend court, which will affect the overtime. Currently weekend court is being held in McLean County. They hope that it will continue to be in McLean County, but there is some talk that Woodford may have to start having weekend court.

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She has asked for ARPA funds for her document storage. She has a documents storage fund. Monies in this fund come from bond money for court fines and can be used for certain things outlined in the statute. In January of 2023, bond money will no longer be collected, so she is not sure how this will affect the funds in this account. She can use some of these funds to help fund the document scanning, but doesn't want to deplete this account as she is not sure if money will continue to go into it.

The Treasurer was asked about the contingency line item. She has appropriated for all of the monies to be spent, but it may not be. It was asked if the \$150,000 was still a good number to put into contingency and she felt it was appropriate.

9. New Business

- a. Approval of Resolution 2021/22 #065 Appointing Commissioner for Panther Creek Drainage Dist. Motion to approve Resolution 2021/22 #065 made by Nagel, seconded by Schertz. *Motion passed.*
- b. Approval of Resolution 8-22-01 Authorizing the Cancellation of Tax Sale Certificate #2018-0057 on Parcel #07-12-307-002
Motion to approve Resolution 8-22-01 made by Schertz, seconded by Jones. The Treasurer explained that this was a parcel where taxes had not been paid for several years and was picked up by the Trustee. A certificate for sale was issued and this parcel was going to be offered on our sealed bid sale. The parcel owner paid all the taxes after the redemption date and so the certificate of sale needs to be recalled, putting the parcel back to the owner. *Motion passed.*
- c. Approval of Knapp Concrete Change Order
Motion to approve Knapp Change Order made by Nagel, seconded by Burditt. This is just a timing thing where it is taking longer than necessary and all it does is change the calendar of completion. *Motion passed.*
- d. Approval of the Certified list of Candidates for Election Judges for Republican Party
41 new Republican election judges have signed up and 8 new Democratic election judges have signed up. There are 141 Republican and 89 Democratic election judges to be certified in court. There are no Democratic judges needed in Partridge, Linn, Metamora 2, and Clayton. Cruger 2 and Olio still need more Democratic judges also.
- e. Approval of the Certified List of Candidates for Election Judges for Democratic Party.
Motion to approve both the Republican and Democratic Election Judge list and send to the County Board made by Nagel, seconded by Jones. *Motion passed.*
- f. Approval of Permanent Polling Place for El Paso, Precinct 2
Motion to approve El Paso Precinct 2 polling place made by Schertz, seconded by Nagel. The El Paso Precinct 2 polling place had to be changed very quickly when the original polling place was sold. South Point Park is willing to let us make a permanent polling place at their facility. New cards will be sent out the voters in El Paso Precinct 2. *Motion passed.*

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- g. Approval of GPEDC Invoice (RLF)
Motion to approve GPEDC invoice made by Nagle, seconded by Burditt. *Motion passed.*
- h. Approval of Knapp Construction Invoice (RLF)
Motion to approve Knapp Construction invoice made by Meinhold, seconded by Burditt. *Motion passed.*

10. Unfinished Business

a. U of I Extension Budget Request

Bobby Joe Sibley and Janice McCoy, Regional Director, were present via zoom. The levy requested is the same as the past 7 years. There has been some concern with the Extension budget and several board members have attended joint meetings with McLean County regarding the Extension. There is a surplus of 2.7 million dollars in their budget. The committee feels these funds need to be spent down. The University requires them to have an 18month carryover. All academic staff have agreements where they are paid out staff salaries for one whole year and all lease agreements are for 3-5 years, thus the huge carryover. Each county is mandated by the Fed to have 4-H within the county. If the county reduces their levy for the Extension, is also cuts state matching funds. The majority of the funds are McLean Co. funds. If we cut the levy in Woodford, it would cut programs in Woodford County. It was asked how much of the 2.7 million fund balance belongs to Woodford County. Ms. Sibley cannot tell us exactly, but believes it is 3-400 thousand. It was asked if she could supply those figures. It was asked if another county would cut it funds, how does that affect the programs in Woodford County. Woodford County has three staff, a fair, and fair costs. If one county cuts, then they would have to close that county office. Discussion on their hours – they are open Monday through Wednesday from 8-4:30. Thursday and Friday the staff is there, but they are not open. They have 30 staff members. Woodford County has 3 staff members. It was asked what that staff does, and Ms. Sibley could not answer. She will find out and let us know. There is a concern that if another county cuts their budget, it would affect the programs in Woodford County. She would have to do some checking. Ms. McCoy stated that the campus administration has given federal dollars to each unit. It was to offset match money that was not coming in from the state. While there is a reserve, it is coming from multiple sources and enabled the units to stabilize. Those state dollars could stop coming in the future. The people in the county are tired of taxes and would like the County to cut expenditures. Ms. Sibley has started a 4-H foundation which has helped raise funds so she has not asked for an increase. It was mentioned that committee members have received push backs from former judges, employees, helpers, etc. who have volunteered their time and have been told that there services were no longer needed. Ms. Sibley states that there are two sides to every story and requested that we reach out to see their side of the story. The Treasurer stated that the maximum levy rate could go up to 4 cents. The Extension is at 1.67 cents currently. Ms. Sibley is to present some dates that the Committee could meet with the Extension to discuss these matters and get the figure they are requesting.

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b. Election Judge Deficit

It is getting better with the new judges signing up, but the County Clerk will take anybody she can get.

c. ARPA funds

A list of all projects that the County departments have requested are listed in the priority the department determined the need for. The Public Defender turned in a request late for computers that he would like to be considered for ARPA funding. The Public Defender Fund 100 – he budgeted for some of that money to be used for computers. It was suggested that we put \$4,000 in fund 025 of his budget to cover the cost of the computers. He has 7 year old computers that need to be replaced. It is believed that he needs two computers. After further discussion it was then suggested that we put \$1,000 in his fund 100 to help cover the computers. He can use his Public Defender automation to help with the costs.

We have set aside 500,000 to help with broadband and spent 3 million on the HVAC system. We will see what the county needs are, and then see what is left to help fund other projects. The list given to the committee tonight only includes county projects and not outside requests. Some of the things on the list are duplicates and it is a priority for more than one department. Courtroom 2 extraordinary expenses are being budgeted for and not asking for ARPA funds. All department heads were asked to put their ARPA requests as extraordinary. If they are paid for with ARPA funds then they will fall off of their budget.

There are 40 to 45 requests outside of the county that have been made for ARPA funds. We may need to reach out to these projects and let them know where we are right now. Ms. Wilkey invited the District 1 reps to come to Secor and see what they are looking to do – what they are lacking. District 1 reps would like the money spent in their district, and district 2 and 3 would probably also like to have the funds spent in their district. So there will have to be some division of the funds if it is going to be spent within the county.

Ms. Jones wanted to know what the entities of have done first – if they have tried any other means to receive funds and not just seeing this as free money. They should contact Congressman Darin LaHood's Peoria office and see what is available.

Because department heads were asked to put their projects into extraordinary, the amounts are showing up on two funds – extraordinary and also in the ARPA appropriation line item. Extraordinary expenses do not go into the levy. Extraordinary expenses would use money that has already been collected and sitting in an account. Mr. Moore has not put any of the building expenses into extraordinary but he is not qualified for extraordinary because of the MFT funds the highway department receives. If ARPA funds are used for a project, it will come out of the extraordinary line item.

ARPA money is fund 052 and the whole amount has been appropriated for. Extraordinary is fund 051. So right now those amounts are showing up in two places on the budget. Therefore, a decision needs to be made on what line the projects will be paid.

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11. Other

A request was sent asking for a meeting with 4-H before Sept 15th. Ms. Sibley will get a few dates together and present for possible meeting times. It may be difficult to meet before Sept 15th for the U of I. We have to have a decision before the October meeting as the budget cannot be increased after that point, only decreased.

12. Executive Session

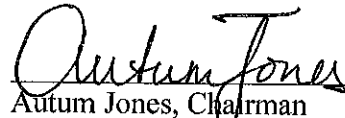
13. Any Action Coming Out of Executive Session

14. Adjournment

Motion to adjourn made by Nagel, seconded by Schertz. *Motion passed.*

Meeting adjourned at 6:38 PM.

Submitted by; Deb Breyman


Autum Jones, Chairman
County Office Committee