

**FINANCE COMMITTEE
COMMITTEE
COUNTY BOARDROOM
WEDNESDAY, SEPTEMBER 13, 2023
MINUTES
5:00 PM**

1. Call to Order

Meeting was called to order at 5:00 PM by Chairman Meinhold.

2. Roll Call

Dave Meinhold, Autum Jones, Jim Baumann, John Krug, Denise Durst all present Mr. Baumann appeared by Zoom. Motion to allow Mr. Baumann to be a voting member was made by Jones seconded by Durst. *Motion passed.* Board Chairman Chuck Nagel was also present.

3. Approval of Minutes

a. Approval of August 7, 2023, minutes

Motion to approve August 7th minutes made by Krug, seconded by Durst. *Motion passed.*

4. Public Input

There was no public input.

5. Approval of Claims

a. Approval of September 2023 Claims

Motion to approve September claims made by Jones, seconded by Baumann. *Motion passed.*

6. Treasurer's Report

All funds are doing well. The one revolving loan is making monthly payments. The ARPA report was given. There are no concerns with any of the account funds. Sales taxes continue to come in at a steady rate. The end of the quarter revenue report was provided. Tax bill reminders were sent to roughly 1,000 people. It was asked what businesses the sale tax revenue is coming from and we do not know.

7. Budget

a. Health Department - Fund #057

Ms. Aggertt handed out a breakdown of the Health Departments budget. This breakdown included the salary for each staff member – both full and part-time, the cost of contractual services, program expenses, ARPA projects, county distributions, and grants. She is having a hard time finding nurses. She has had a part-time nursing position open for months. Digitizing the Health Department records was under the budgeted amount. The HVAC system will be significantly higher than what was budgeted. They are looking at modifications for the HVAC system. They also are willing to contribute money to these projects. The county contributes \$143,000 to the Health Department. Any interest accrued in the Health Department accounts is put into the Health Dept. general fund. They currently have enough in reserves to continue operations for more than one (1) year.

b. Treasurer - General Fund Departments: #030, #200, part of #210, Funds:#051, #053, #054, #055, #058, #059, #062, #069, #070, #076, #083, #084, #088, #107 #030 – salaries come out of this. Two employees have step increases in their salaries. Office supplies are also paid out of this fund. There are a few expenses this next year that are not normal such as business cards, and a new date stamp.

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- #200 – Insurance fund – she has estimated a 10% increase.
- #210 – Some items in budget 210 have been covered by other departments. She left the contingency amount the same as last year. This next year there are two elections, so postage has increased. She cannot own the postage machine, so we have a rental cost. The County audit was estimated. We Care and Heart House requested the same amounts as last year. Discussion on amount for GPEDC. Last year we put in \$20,000 for GPEDC and \$5,000 for the Port Authority. The Port Authority never requested any funds. This year the committee would like for her to appropriate \$20,000 to GPEDC and they will discuss what to appropriate for the Port Authority next month. UCCI dues have stayed the same. We get back more from UCCI than what we pay in dues. There is maintenance and upgrade on the accounting system, recycling is paid to ADDWC and fees to Devinet which is a system that is used by all offices that have to do with taxing.
- General fund Page 1 &2 – she has estimated revenue for 2024. There are a couple grants that will come in for the Public Defender and the County Clerk. Those grants will be a wash – we will receive the grant funds and will pay them out. The County Clerk received a grant for \$285,413 that will be used to purchase handicap voting booths. It will also be used to resurface the voting center parking lot. We will end 2023 with 8.4 million and estimate ending 2024 with just under 8 million.
- #052 - The Corona Virus income will only be interest on ARPA funds. She appropriated all funds to be paid next year.
- #053 – the counties match to IMRF retirement
- #054 – Social Security – a portion of this income comes from property tax.
- #055 – Opioid Settlement – the money we receive has to be used for remediation of opioids. We will get \$18,700 per year and this will continue through 2038.
- #058 – Mentally Deficient – amount has stayed the same.
- #059 – Animal Control – this is a total guess as she has no idea what we are going to do. She needs to know the direction that is going to be taken. She took what we are currently paying and multiplied that by 12. There is no money in animal control to put toward a building. She was instructed to put \$600,000 into the fund for a building.
- #062 – Rainy day fund. Don't want to deplete.
- #069 – tax sale related fee. Used in her office for tax prep. She bought a new folding machine this year.
- #070 – She does not have the work comp rate as of yet. She estimated a 10% increase.
- #076 – one cent Public Safety Sales Tax. She can transfer to the general fund to offset Public Safety Building expenses.
- #083 – this is the pass through for We Care
- #084 – RLF projects – we have to have paid by the end of year so there are no funds appropriated.
- #088 – fees collected at tax sales. If there is a sale in error, she not only has to refund the sale price but also costs and fees.
- #107 – Menssen Trust. We are a pass through for the trust.

Based on the figures the Treasurer currently has, the levy will increase by 1.76%.

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c. Road and Bridge Budget Overview

Mr. Moore went over where the Highway Department receives their funds. The County Highway Fund is county tax based and is used as the primary operating fund. It is used for office operating costs, salaries, new trucks, building maintenance, truck maintenance, etc. The County Bridge Fund is also county tax based and is used for bridges, culverts, County Highway projects, township projects, etc. A township must meet a threshold and then can apply for county aid in which the township and the county split the cost of the project 50/50. If a township needs a bridge, they can use the Township Bridge fund which is state funded. If approved, the state will cover 50% of the cost with the county and township splitting the remaining cost. The township bridge fund was started in the 1970s and had allocated \$15 million per year for all the townships in the state to share. Starting this year that was increased to \$60 million per year. In the past we received about \$140,000 per year and starting this year we received about \$500,000 a year. It has to be used or we lose it. The county has around 42 bridges, and the townships have around 120 bridges. The County Matching Fund is also county tax based. It is used to match any federal, state or MFT funds. The MFT (Motor Fuel Tax) is state funded. We receive an allotment and have to request through IDOT permission to use the funds and have to meet their standards. The amount of funds we receive is based upon the number of cars registered in the county. These funds have to be appropriated through a resolution and that resolution then is sent to the state. The Township Motor Fuel Tax is the same as the County MFT.

We can levy up to .1% on tax rate for Highway Fund and .05% on Bridge and Matching. EAV has gone up so high in recent years, the Highway/Bridge/Matching Funds have fallen below the maximum levy rates. For FY24, the department is projecting a 3% EAV growth and requesting a levy rate of 0.0966 for the Highway Fund and 0.0483 for the Bridge Fund and Matching Fund. He made a change to the Bridge fund.

d. Budget item for further review

It is felt that issues with the budget need to be finalized by the Finance Committee and then taken to the Board. In the past, changes have been made at the October Board meeting, and half of the Board does not know why the changes have been made. It was also stated that the budget process is not the place to set salaries.

1. Assistant Public Defender Salary Review

The committee cannot support \$70,000 for the part-time Assistant Public Defender. It should be half of the Assistant State's Attorney. The Secretaries salary should also be 50% of a secretary salary. The committee would like to have some idea of the workload. The State's Attorney reported that Mr. Netzley fits in well and has a way of informing the defendant to plead. He can see the increase because of the increase in work that will come because of the Safe T Act that goes into play next week. We do pay retirement fees for Mr. Netzley. He does also have a private practice. His salary has not changed over several years. It was asked if they were advocating for the person or the position. It was stated that it was kind of both. You look at how well the person is doing the job. The committee does feel the need to make an adjustment but feels that a jump from \$33,000 to \$75,000 can't be justified. The committee wants more information. Chairman Meinhold is to meet with Andy Lankton to

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discuss what the expectation for the assistant are and report back next month. For right now they will put a place holder in the budget of \$69,000.

2. Woodford County E-911 Fund Review

Sheriff Smith reported on how the E-911 receives funds. 911 gets funding from two systems – contracts and surcharges. Surcharges are 100% controlled by the state. Based off of phones, phone carriers pay the state a fee. The state pays all 911 bills and returns to the County any surplus. We get a monthly check from the state for the surcharge. Some years they do an account sweep, and we get an additional check. When the account gets above a certain threshold, the state has to sweep it down, and an additional check is issued. Last year we only received 11 checks. The surcharge money can only be used for certain things. We get \$547,000 from the state. Our contracts are with agencies that provide police, fire, EMA service, such as El Paso, Metamora, Eureka, Washburn, Germantown Hill, etc. Law enforcement fees are collected at .35 cents per capita. This raises or decreases as per capita fluxuates. Fire contract fees are based differently as they do not have as many calls as law enforcement does. Contract fees generate \$475,000. There is roughly \$1,220,000 coming in. Salaries account for \$815,493 of the budget. Health care is \$125,177, IMRF is \$32,000, Social Security is \$66,000 and overtime is \$29,259. E-911 provides county wide CAD, Jail system, mobile CAD and records management. 911 pays for all maintenance and new equipment, and all vendor contracts. Expenses for this year are roughly \$1,150,000. Estimated at the end of this year there will be 1.8 million in reserves. Expenses next year will be 1.2 million. That does not include two projects that need to be done – fixing the communication blackout in El Paso and making the backup E-911 system in Roanoke exactly like the E-911 command center as per statute. The committee feels that they need to keep track of where funds are as they are taking people’s money and don’t want to be just putting it into an account to bank. They want to watch the funds and see what is coming in and what is going out. The Treasure pointed out that the 911 accounts are listed on the summary of accounts report that she gives them every month. It lists the beginning balance, the receipts, disbursements and final ending balance. So, every month they get a report of all the county accounts that give them this information. They need to keep Woodford County in good financial standing. The Treasurer also reported that none of E-911 money comes from the levy.

3. Woodford County Extension Budget

Discussion on what to budget for Extension. Last year we, along with surrounding counties, cut back on our contribution. In the past year we have received reports for the County and feel that it is now being run more efficiently. The committee would like to talk with other counties and see if they are increasing their contribution.

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4. Extraordinary expenses - Public Safety - refrigerator doors and fire alarm
They are going to move the new refrigerator in the jail and the fire alarm panel for the Public Safety Building from extraordinary to ARPA funds. They would like Resolutions to present to the Board. They will need to get pricing for the digital sign.

5. Board of Review Salary

To be on the Board of Review there are classes one must take and hold certain credentials. The committee felt that it would be appropriate to raise their salary to \$6,5000.

The furniture in the Assessors office is old and falling apart. Ms. Gibbs has asked to purchase new desks. The budget process is the perfect time to add this expense. County Offices is meeting next week and they will discuss this.

8. New Business

a. Presentation for Heart of IL Regional Port District

Bill Christ introduced Mr. Dan Silverthorn who is the Chair of the Port Authority. He reported that the Port represents 10 counties. Four of those counties are in Iowa, with the remaining 6 being in Illinois – Woodford, Tazewell, Fulton, Peoria, Marshall and Mason. Chris Smith, Director of Operations gave a presentation. In the past the Federal Government did not recognize any ports in Central Illinois. They worked to correct that problem and formed the Illinois Waterway Port. The Illinois Waterway Port is now listed with the Federal Government and is in the top 25 ports. The infrastructure increased jobs and investments. There are roughly 98 million tons of cargo that go through the ports. Federal funding was made available originally for 5 years – they are currently in year three (3) and have heard that this may be extended. They are looking at grants and reaching out to the public and private sector for investments. Woodford County has several miles on the river. They are advocating for more funding, providing administrative support and help with lock and dam maintenance support. Counties are the building blocks for this funding. They are trying to raise \$600,000 and it was asked how that was broken down into the 10 counties. There is a concern with all counties doing their fair share. All of the 6 Illinois counties contributed in the beginning and some made commitments for several years. Then it went dormmate. They would like for the counties to contribute \$1 per head but realize that is not always within a counties budget. Marquis Soy Bean Plant is a big asset to Woodford County for hauling/shipping the soy beans. It was asked if the Marquis Plant has made a contribution. At this time, they have not. The Committee does not feel that it is feasible for the county to contribute \$1 per head but will discuss this in the budget process.

b. Informational - Quote for voting booths (Approved in ARPA Resolution 2021/22 #013)

This was approved in the original ARPA Resolution. There has to be one (1) booth for every 75 voters. This quote is \$12,062.38 below what was appropriated.

c. Final Invoice of RLF for GPEDC in the amount of \$9,145.43

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Mr. Jim Cummings explained that the RLF had about \$20,000 left over from all the project completed. We could not add any more projects. He contacted the state regarding those funds, and the state told him they did not want the money back, to use it for administration. So, he modified the grant to use these funds to cover administrative costs. The next step will be to pay the funds out and close out the grant. Motion to approve GPEDC invoice in the amount of \$9,145.43 made by Jones, seconded by Durst. *Motion passed.*

9. Unfinished Business

a. Update Electrical Aggregation

Nathan Hendricks was approved by the Board last month to be the electric aggregate broker for the County. Eureka has a contract with Good Energy, which is currently running above the Ameren price per kilowatt. It is essential to lock into a price that is beneficial and lower than the price Ameren is offering. It will be on an opt-out contract. Some of the committee members did not like this option. No one is doing an opt-in contract. Some committee members feel that the county should stay out of electrical aggregation especially if it is opt-out. Motion to move the discussion regarding electrical aggregation to the County Board made by Jones, seconded by Baumann. This discussion should be on the topic if the County wants to do electrical aggregation. *Motion passed.*

b. Update County IT Support

Several Board member met with the Sheriff and Heart. They came up with a solid IT plan. We will have a 1 year contract with Heart and they will provide a Tech 1 to be on sight. Heart has been supportive of our needs. It was asked about the SAN, as the system is running slow. Heart is still working on getting the SAN.

10. Other

11. Executive Session – Roll Call Vote

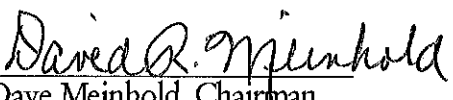
12. Any action coming out of Executive Session

13. Adjournment

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

Meeting adjourned at 7:59 P.M.

Submitted by: Deb Breyman


Dave Meinhold, Chairman
Finance Committee