

**FINANCE COMMITTEE  
COMMITTEE  
COUNTY BOARDROOM  
WEDNESDAY, OCTOBER 11, 2023  
MINUTES  
5:00 PM**

**1. Call to Order**

The meeting was called to order at 5:04 by Chairman Meinhold.

**2. Roll Call**

Dave Meinhold, Autum Jones, Jim Baumann, John Krug were all present. Denise Durst was excused.

**3. Approval of Minutes**

a. Approval of September 13, 2023, minutes

Motion to approve September minutes made by Jones, seconded by Baumann. There were no corrections. *Motion passed.*

**4. Public Input**

There was no public input.

**5. Approval of Claims**

a. Approval of October 2023 Claims

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

**6. Treasurer's Report**

The Treasurer reported that all the funds are doing fine, and she has no concerns. She pointed out that the one revolving loan we still have doesn't show a payment for the month of September. They are paying monthly, but the September payment was received at the end of August. The ARPA report shows that some of the projects have been completed and they are continuing to work on the other projects to get them completed as well. There is one month left in the fiscal year for the sales tax, which is still coming in strong. The comparative revenue report shows the revenue for this year compared to last year. Those figures in parentheses ( ) mean that we have exceeded our expectations of what we were to receive. Overall, the accounts are doing fine, and she has no concerns. It was asked what underbudgeted means. The funds are monies we had not anticipated receiving. It was asked if she has any indication of where the levy stands. Currently the levy is at 1.84%. This is up slightly from last year, but last year we decreased the levy.

**7. Budget**

a. Zoning Budget Increase – additional scanning costs.

Zoning had received a quote for scanning her documents, which was put into the ARPA projects to be funded. When they sent their documents off to be scanned, the company said there were more documents than originally quoted. The company added \$15,000 to the scanning costs. This can either be added to ARPA or put into the budget for next year. The committee felt it would be best to put it into the budget for next year.

b. Supervisor of Assessment Office Furniture

This was covered in the County Offices committee meeting. There are funds in this years Supervisor of Assessment budget to cover the cost of new furniture.

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c. GPEDC and Port Authority Appropriation

The Port Authority has not done anything in a long time, but now seem to be active. Last year we put \$5,000 into the budget for the Port Authority, but the money was never requested. This year we will again put \$5,000 into the budget. We have no assurance that the funds would be utilized in our area. We need to follow up and see what the funds are being used for.

Last year we appropriated \$15,000 for GPEDC and \$5,000 for the Port Authority. If the Port Authority funds were not used, we would transfer that \$5,000 over to GPEDC. This year we have appropriated \$25,000 for GPEDC and have kept the Port Authority at \$5,000.

d. Appropriation for Extension

In past years we have appropriated \$161,000 for Extension. There was no communication with Extension and the Board felt that the program was being mismanaged. There were personnel issues and Extension also carried a very high account fund balance. After discussion with the other counties that Extension covers, the County, along with McLean, lowered the amount given to Extension. Last year we appropriated \$80,000 for Extension. There is new management in place with Extension now and we are getting reports of the activities they are conducting in our county and communication has opened up. It was felt that to show good faith we would raise our appropriation to \$140,000 and keep monitoring how those funds are spent in our county. Extensions fiscal year calendar is different than ours. Their calendar runs from July to June. Our first distribution to Extension doesn't happen until the first part of July. They are currently half- way through their budget. Motion to appropriate \$140,000 for Extension made by Krug, seconded by Jones. *Motion passed.*

e. Public Defender Salary

This has been an ongoing discussion. The Assistant Public Defender had requested a salary of \$100,000. The committee felt that that amount was rather high for a part-time position. The State's Attorney and the Public Defender met and felt that a salary in the range of \$60-68,000 would be appropriate. The committee felt that a salary of \$60,000 would be appropriate. This would be a substantial increase, but the Assistant Public Defender had not had a raise in several years. There was discussion on the request for the secretarial salary also. It is hard to determine how much work is being done for the Public Defender office and how much work is being done for the private practice. The committee is okay with the amount that has been appropriated for the secretary's salary but may lower that amount in November.

f. All budgetary changes or adjustments for any previously discussed or approved budget as needed.

There were changes to the Sheriff's budget. He had estimated the amount for salaries for correction officers, supervisory staff, and correction officer's overtime. They were in the

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process of negotiating their new contract. Their contract has been settled and he changed those figures to match the new contract.

g. Approval of tentative levy and draft budget to County Board  
Ms. Andrews went over the tax levy. There will be greater than \$14 million collected in general revenue. Of that amount, \$800,000 is tax levied. She has to designate how those funds will be distributed. She also compares the 23/24 distribution to the 22/23 distribution. The 23/24 levy has increased \$72,545 from last year. The County has been very conservative and fair in collecting taxes. We made a good effort last year to lower the county taxes, but the school district raised their taxes to over 7% last year resulting in the school district having a truth in taxation hearing. Motion to accept the tentative budget with the changes made tonight and move to the County Board made by Jones, seconded by Krug. *Motion passed.*

**8. New Business**

a. Property, Liability and Work Comp Renewal - approval of 50/50 payment split  
We do this annually. Motion to approve paying the Property, Liability and Work Comp Insurance renewal in two payments made by Jones, seconded by Baumann. *Motion passed.*

We were reminded to make sure all our property is listed in the renewal.

**9. Unfinished Business**

a. IT Update

We have negotiated with Heart to have a Tech 1 on site to handle the day-to-day IT issues. As of yet this tech has not started. We want to make sure that we do not pay the fee for this tech until they officially are on site. It should be later this month or next month when they start. It was stated that Heart has gone above and beyond with getting everything set up with the move due to Courthouse construction. From time to time, we have to push them to meet our needs. We need to push them into helping us with our long-term IT plans. Some of the areas we need to stay on top of are – What is the status with the new SANS? What do we need to budget for in the future? Are we every going to be cloud based storage?

b. General salary increases.

The Employee Pay Schedule was handed out. In 2021 all department heads signed the Schedule stating they will abide by the Schedule. The Schedule states that the non-union employees will be paid the same way the union employees are paid. The committee and board need to monitor this and make sure the department heads are adhering to the Schedule.

**10. Other**

Changes in the budget need to be made to Animal Control. There will be no increase in the fund appropriated for animal control in the budget just a reallocation of those funds. Instead of buying property and building a facility, we will now rent a facility, buy an animal control van, a chip reader, etc. This will more than likely be a decrease in the animal control appropriated funds.

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**11. Executive Session – Roll Call Vote**

**12. Any action coming out of Executive Session**

**13. Adjournment**

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

The meeting adjourned at 5:50 PM.

Submitted by: Deb Breyman

  
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Dave Meinhold, Chairman  
Finance Committee