

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF JUNE 7, 2022

Committee Chair Tim Shafer called the meeting to order at 6:02 p.m. in the County Board Room of the Historic Courthouse.

Present: Shafer, Fannin, Bunting, Earing, Kirkton, Welch

Absent: Lovell

Also Present: County Board Chair Kathy Arbogast, County Board Members Linda Ambrose, Bill Mays, Jim Blackard and Bob Weller, Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, Treasurer Nikki Meier, Assessor Shelly Renken and Highway Engineer Clay Metcalf

Shafer called for any additions or corrections to the revised agenda with none requested. *Motion by Fannin; second by Bunting to approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the May 3, 2022 meeting. *Motion by Fannin, second by Kirkton to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

Approval of Highway Department Project Budget Increase – County Highway Engineer Metcalf reported that there were two bids received on the maintenance building project. Metcalf stated that the low bidder was Vissering Construction with a base bid of \$3,349,000. Metcalf reported that the Highway Committee is recommending that the base bid be accepted along with alternate 1, in the amount of \$316,700, to include an extra bay and a contingency for any unexpected expenses for a total of \$3.8 million. It was noted that the overage would require an allocation of an additional \$1.5 million in the FY 2023 capital budget. A lengthy discussion took place regarding the cost overrun, inflation costs, the need for the new building, and the availability of funds, with board members speaking both in favor and against moving forward. *Motion by Bunting, second by Earing to approve the additional allocation and project budget of \$3,800,000.00. MOTION CARRIED ON ROLL CALL VOTE.* Ayes: Shafer, Fannin, Bunting, Earling, Welch. Nays: Kirkton. Absent: Lovell.

Amendment of Salary Schedule & Wages – HR Director Ginger Harris was present to review an amendment to the salary and wage schedule with the Committee. Harris reported that in order to be competitive in today's job market and in response to the minimum wage increases in Illinois, a comprehensive review of the salary schedule was conducted. Harris reported that as part of the review comparable counties were polled for like positions in various categories, along with any postings that may have been available for those positions. In addition, comparable job openings and pay ranges for comparable positions within the businesses in Livingston County were also reviewed. Harris stated

that after reviewing the data, there were four different scenarios that were developed and reviewed internally by the administrative team. Harris stated that after extensive discussions it is recommended that the salary schedule be approved effective December 1, 2022, that authorization be given to managers to use the midpoint of the proposed salary range as a guide for any position that needs to be filled prior to December 1st, that the previously approved salary increase for 2023 be increased to \$1.50 for non-union employees, and pay raises for all personnel to take affect as of December 1st, 2022. It was noted that there would still be three individuals who would fall below the recommended range who would need an additional adjustment of \$.050 per hour. Discussion took place. *Motion by Kirkton, second by Bunting to approve the recommendation as presented and forward the salary schedule to the full board for approval.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Shafer, Fannin, Bunting, Earing, Kirkton. Nays: Welch. Absent: Lovell.

Approval of FY 2023 Budget Calendar & Guidelines – The Committee reviewed the draft FY 2023 budget calendar and guidelines. Minor adjustments were made to the guidelines in regards to the capital requests noting that preference would be given to requests that increase efficiency or result in cost reductions. The term one-time was also removed. *Motion by Earing, second by Welch to approve the FY 2023 Budget Calendar and Guidelines as amended.* **MOTION CARRIED WITH ALL AYES.**

Resolution: Sheriff’s Salary – The Committee reviewed a draft resolution that acknowledges amendments made by the State of Illinois pursuant to Public Act 102-0699 in regards to the Sheriff’s Salary. Hartley reported that when the State adopted Public Act 102-0699, they did not amend other statutory provisions that require the county board to establish the salary. Hartley noted that the Board would need to approve a resolution setting the salary at a minimum of 80% of the States Attorney’s salary. Hartley provided a copy of the opinion provided by UCCI. Discussion took place. *Motion by Fannin, second by Kirkton to recommend approval of the resolution as presented.* **MOTION CARRIED WITH ALL AYES.**

Monthly Finance Report – The Committee reviewed a copy of the monthly finance report previously distributed.

The Committee reviewed the bills. *Motion by Bunting, second by Fannin to approve the monthly bills as presented.* **MOTION CARRIED WITH ALL AYES.**

The floor was opened for public comment.

Motion by Fannin, second by Earing to adjourn. **MOTION CARRIED WITH ALL AYES.**

Meeting adjourned at 7:12 p.m..

Alina Hartley
Executive Director