

LIVINGSTON COUNTY BOARD
FINANCE COMMITTEE
MINUTES OF AUGUST 2, 2022

Committee Chair Tim Shafer called the meeting to order at 6:06 p.m. in the County Board Room of the Historic Courthouse.

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

Absent: Welch

Also Present: County Board Members Linda Ambrose, Jim Blackard, Joel Barrickman, and Bob Weller, Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, Treasurer Nikki Meier, Assessor Shelly Renken, and County Clerk Kristy Masching

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

The Committee reviewed the minutes of the July 5, 2022 meeting. *Motion by Fannin, second by Kirkton to approve the minutes as presented. MOTION CARRIED WITH ALL AYES.*

Devnet Contract – Meier reported that the contract for the property tax software system is due for renewal. Meier reported that the contract increased slightly from quarterly payments of \$46,220 to \$48,216. Meier noted that the contract had been reviewed by the States Attorney who had recommended the addition of an out-clause. Discussion took place. *Motion by Lovell, second by Fannin to recommend approval pending States Attorney approval. MOTION CARRIED WITH ALL AYES.*

Illinois Trust Resolution – Meier stated that this resolution is similar to what was done with IMET, but this company is currently offering a better rate on investments. Meier noted that a lot of counties utilize this company. *Motion by Bunting, second by Kirkton to recommend approval of the resolution as submitted. MOTION CARRIED WITH ALL AYES.*

County Clerk Semi-Annual Report – Kristy Masching was present to review her semi-annual report with the Committee. *Motion by Earing, second by Fannin to approve the County Clerk's Semi-Annual Report as submitted. MOTION CARRIED WITH ALL AYES.*

Circuit Clerk Semi-Annual Report – N/A. To be presented in September.

FY 2023 Budget & Capital Requests –

Assessor – Shelly Renken was present to review her FY 2023 budget request with the Committee. Renken stated that there is a requested increase with the largest increase being in legal notices and supplies related to the quadrennial assessment. Renken stated that after this year should would like to discuss splitting the county into quads in order to even out the budget and workload. Discussion took place. *Motion by Earing, second by Fannin to approve the Assessor’s budget request as submitted.* **MOTION CARRIED WITH ALL AYES.**

County Clerk – Masching apologized for not having the narrative portion of her budget completed, but presented the financial side. Masching reported that there was an adjustment attributed to the Devnet contract that was just approved as well as adjustment to the deputy salaries. Masching noted that there was also a retirement that was upcoming, so there was the payout and funding for the replacement included. Masching noted that the elections budget was reduced quite a bit overall, but there was an adjustment for voter registration and fees due to new requirements. *Motion by Bunting, second by Kirkton to approve the County Clerk’s budgets as presented.* **MOTION CARRIED WITH ALL AYES.**

Treasurer – Meier presented her budget request. Meier stated that data processing fees were increased due to the new Devnet contract, along with bill supplies and postage. *Motion by Fannin, second by Kirkton to approve the Treasurer’s budget request as submitted.* **MOTION CARRIED WITH ALL AYES.**

Finance– Diane Schwahn presented her budget request for the Committee’s review. Schwahn stated that there were no changes to the proposed budget, which she felt was sufficient. *Motion by Bunting, second by Fannin to approve the Finance budget as submitted.* **MOTION CARRIED WITH ALL AYES.**

Discussion took place regarding the remaining budget and capital requests. Consensus of the Committee was to have a special meeting on August 24th to hear from the Sheriff, Jail and IT.

Mental Health Services Contract CMG– Hartley reported that the Sheriff, Jail & License committee is recommending approval of a contract for mental health services with CMG. Hartley stated that the contract will not go into effect until December 1st, and has been added to the jail budget and removed from the 708 budget. Hartley stated that at some point the Committee will need to discuss whether or not there will be an adjustment to Mental Health, noting that Chris Myers would like the opportunity to address the Committee at some point. *Motion by Fannin, second by Kirkton to recommend approval of the CMG contract.* **MOTION CARRIED WITH ALL AYES.**

ARPA Grant Agreements – Hartley reported that there have been some questions raised on prior ARPA grant agreements as to whether or not funding can cross over between projects. Meaning if an organization under spent on Project A and over spent on Project B, can the funds be moved between the two projects. Harlley noted that the Grant Agreement listed a total amount but included the budget submitted as part of their budget

as an attachment. Discussion took place. *Motion by Fannin, second by Kirkton to not allow transfers of grant funding and stick with what was approved.* **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.

Executive Session – *Motion by Fannin, second by Lovell to go into Executive Session pursuant to 5ILCS 120/2 (c)(2) Collective Negotiating Matters.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay.

Executive Session began at 7:10 p.m..

Regular Session resumed at 7:20 p.m..

Motion by Fannin, second by Kirkton to adjourn. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 7:20 p.m..

Alina Hartley
Executive Director