



This meeting was held via conference call per the Governor of Illinois, J.B. Pritzker's signed "Executive Order 2020-07" on March 16, 2020, Section 6, during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020, the provisions of the open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended and "Executive Order 2020-08" on March 21, 2020, all public gatherings in the State of Illinois of 10 People or more are prohibited during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020.

The public was notified on January 12, 2021, via the Lee County website to email public requests to: countyboardrequests@countyofolee.org and the meeting was live streamed on January 14, 2021, at <http://www.youtube.com/channel/UCO3ZPaJgtBwMfph0rstLXA>

Finance Committee Meeting – Thursday, January 14, 2021

Third Floor Boardroom, Old Lee County Courthouse - 9:00 a.m.

112 E Second St, Dixon, Illinois 61021

Meeting called to order at 9:00 a.m. by Chair Jim Wentling

Member Roll Call: Chair Jim Wentling, Vice Chair Arlan McClain, Doug Farster, Tom Kitson, and Jim Schielein were present in person, Rick Humphrey attended via Zoom video conferencing.

Members absent: Lirim Mimini

Board Members, Department Heads, or County Employees present: Bob Olson (Board Chairman)(9:10-10:30), John Nicholson (Board Vice Chairman), Mike Koppien (Board Member), Charley Boonstra (State's Attorney), Paula Meyer (Treasurer), Staci Stewart (Probation), Zack Own (IT), Jonathan Henrickson (IT Intern) and Becky Brenner (Board Secretary) were all present in person but were at times in and out of the meeting due to mandated social distancing. Marilyn Shippert and Jack Skrogstad (Board Members), John Simonton (Sheriff), Amy Johnson (Circuit Clerk), Kevin Lalley (EMA), Cathy Myers (County Clerk), Teri Zinke (Animal Control) and Greg Saunders (Maintenance Supervisor) all attended the meeting via Zoom video conferencing.

The December 2020 minutes of the Finance Committee were approved without modification.

Paula Meyer reported that she emailed the committee the financial reports last week that reflected information through December. She also provided the committee with the revenue reports showing sales tax and income tax revenue so far in fiscal year 2021. These figures are very close, if not slightly higher, than in previous years. Paula explained that the County accumulated \$551,000 in COVID expenses and to date had received \$548,376 back in grant revenue. Kevin Lalley explained that additional revenue may be available in the future from local government units that were not used that will be brought back to Springfield and reallocated. Kevin has requested additional reimbursement for the County from these unclaimed units.

Motion from Tom Kitson: To approve the Treasurer's monthly report.

Second by Jim Schielein. Motion carried unanimously by voice vote.

No GREDCO report for January.

Jim Schielein reported that he would be meeting with the Chairman to get a meeting scheduled for the Insurance Committee.

Board Member or Department Head Reports:

Staci Stewart reported last month that she had a probation officer leaving. Since then the office has conducted interviews and hired an individual, within the same salary range, that will start on Tuesday, January 19th.

Old Business

Jim Wentling reported that the Shovel Ready Grant Application had been submitted but had not been approved or denied and that the CPACE Resolution would remain tabled for another month.

Marilyn Shippert reported that she had talked with a representative from CIRMA and a letter had been sent to the Chairman with a breakdown of what they would be paying on the County litigation invoices.

New Business

Cathy Myers reported that she is retiring on January 31, 2021. There is a resolution on the County Board agenda to appoint Nancy Petersen as County Clerk and Recorder to fill the remainder of Cathy's term. This leaves a vacancy in the Recording Department that the office will look to fill.

Greg Saunders walked the committee through the New Courts Building HVAC control system repair item on the agenda. The original bid for the repairs was \$10,175.00 and had previously been approved on September 24, 2019. The company has worked on it since then to correct the issues to no avail, so the \$10,175 was never paid. Because the issues were never resolved, Greg was able to negotiate a total cost of \$15,930 to completely upgrade the entire system.

Motion from Jim Schielein: To approve paying the invoice for the HVAC repairs of \$15,930 at the New Courts Building to be paid out of Capital.

Second by Doug Farster. Motion carried unanimously by voice vote.

Greg Saunders reported that the State's Attorney wants to install nine (9) led lights in their filing closet at the New Courts Building. It wasn't apparent that the new lighting would be necessary until after the new system was installed.

There was a motion by Arlan McClain to approve the work, but the motion was retracted because Maintenance had the money in the budget to cover the work.

No action was taken at this time on the donation of four (4) County owned parcels to Habitat for Humanity.

John Simonton explained that Whiteside County had requested the use of the lobby area and two offices on the first floor of the Old LEC building to operate the Safe Passage Program for two (2) days a week. The Safe Passage Program assists the prison system in following up with substance abuse patients. After formal therapy, the Whiteside County Health Department follows up with them through counseling services and medication assistance treatment programs. Any maintenance cost associated with the program would be defrayed by funding through the Anti-Crime Task Force and Project Open.

Last month John Simonton briefly talked about the Taser item that is on the agenda, but no action was taken because it was not on the agenda. He reported that the office currently has 4 working Tasers. The basic package from Axon, which includes Tasers for 21 Deputies, would be roughly \$62,000. This includes training, necessary accessories, gear, cartridges for one year, and a five (5) year warranty. Costs after the initial purchase would be roughly \$4,500 a year for training and replacement equipment. John reminded the committee that he had roughly \$13,000 coming back from the CURES program on three (3) metal detectors that were purchased because he was only keeping two (2). He would also like to use a portion of the CURES reimbursement funds that he submitted for law enforcement salaries which was \$400,000. In light of the House bill that was passed through the House and Senate on Wednesday, Bob Olson asked the Sheriff about body cameras. If the County chose to purchase body cameras along with Tasers, the entire package price would be \$211,169.40. After a lengthy discussion on the topic it was agreed that the item would be tabled.

Motion from Tom Kitson: To table the Taser Project item on the agenda.

Second by Jim Schielein. Motion carried unanimously by voice vote.

John Simonton walked the committee through the staffing challenges in the Sheriff's Office especially pertaining to overworked personnel and overtime. He is asking the committee to consider a formal staffing study to address these issues. The cost would be roughly \$12,500. There was a lengthy discussion on this topic. The committee asked the Sheriff if he would be willing to put some information together in regards to how many employees he thought it would take to resolve the issues and what the cost might be. It was suggested that if additional money needed to be spent it would be better spent giving it back to the department verses paying it to an outside source. No action was taken on this item.

John Simonton reported that the municipal agencies that are involved with the dispatch services agreement were asking what the increase in the upcoming contract would be so they could budget accordingly. The committee will be discussing this item in the coming months.

Jim Wentling reported that the Highway Department had settled on their contract and asked for a motion to move the item to the County Board.

Motion from Arlan McClain: To send the Operators Union Contract to Executive Committee to be included on the County Board agenda.

Second by Tom Kitson. Motion carried unanimously by voice vote.

Bob Olson explained that Dee Duffy would like to increase the fees for petitions. The fee to file a petition is currently \$525 which doesn't cover the per diem cost of the ZBA which is \$535. She would like to bump the fee to \$600. She would also like to bump up the fee for petitions that will include multiple hearing dates to \$800. Prompting her request was the increased cost of technology for IT to run the meetings with Zoom and YouTube, cost for additional electronic equipment and the cost to have security at the courthouse for evening meetings. Dee will get more feedback from the ZBA and bring the topic back to Finance in February.

The committee briefly discussed the paid leave for COVID-19 quarantine topic. The County followed the guidelines set forth by the Department of Labor prior to January 1, 2021. The Chairman wanted to start the discussion so the County could put together a plan going forward.

Bob Olson explained that the IT Director resigned on January 8th, so the County is looking to hire two (2) IT employees instead of just one (1). In light of this change the IT Hiring Committee is asking permission, if need be, to restructure and disperse among the IT employees the accumulative budgeted salary of \$178,000. The committee was in agreement that this would be acceptable if necessary.

Motion to adjourn by Jim Schielein:

Second by Tom Kitson. Motion carried unanimously by voice vote.

Meeting adjourned at 10:32 a.m.

Respectfully Submitted by,
Becky Brenner – Lee County Board Secretary

The next scheduled Finance Committee meeting will be 9:00 a.m. on Thursday, February 11, 2021.