



Finance Committee Meeting – Thursday, March 11, 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, Rick Humphrey, Tom Kitson, and Jim Schielein were present in person, there were no committee members that attended via Zoom video conferencing.

Members absent: Lirim Mimini

Board Members, Department Heads, or County Employees present: Bob Olson (Board Chairman)(10:05), John Nicholson (Board Vice Chairman), Mike Koppien, Jack Skrogstad, Dave Bally, Dave Bowers, and Chris Norberg (Board Members), John Simonton (Sheriff), Paul Rudolphi (Chief Deputy, Treasurer's Office), Jonathan Henrickson (IT Intern), Charley Boonstra (State's Attorney) were all present in person, Marilyn Shippert (Board Member), Staci Stewart (Probation), Greg Saunders (Maintenance Supervisor), Teri Zinke (Animal Control), Greg Gates (LOTS), Amy Johnson (Circuit Clerk), and Becky Brenner (Board Secretary) attended the meeting via Zoom video conferencing.

Guests: Joanne Snyder (AAIM Employers' Association), Andy Shaw (Blackhawk Hills Regional Council), and Jason Stringer (IECA Illinois Energy Conservation Authority) all attended via Zoom video conferencing.

The February 2021 minutes of the Finance Committee were approved without modification.

Paul Rudolphi provided the committee with the latest County financial statements and was present to answer any questions the committee might have.

No GREDCO report for March.

No Insurance Committee report for March.

Board Member or Department Head Reports:

There were no Department Head reports apart from items on the agenda.

Old Business

Motion from Tom Kitson: To take the CPACE resolution off the table for discussion.

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

Andy Shaw and Jason Stringer were present to walk the committee through the CPACE (Commercial Property Assessed Clean Energy Program) Resolution on the agenda that was tabled back in June of 2020. CPACE is a financing option for commercial property owners to fund clean energy efficient measures for their properties.

Motion from Jim Schielein: To move the CPACE resolution to Executive Committee for consideration at County Board.

Second by Tom Kitson.

After discussion and questions from the committee, Jim Schielien withdrew his motion and Tom Kitson withdrew his second.

Motion by Doug Farster: To table the CPACE resolution until the Treasurer and the Assessor looked into the Program.

Second by Arlan McClain. Motion carried unanimously by voice vote.

New Business

Joanne Snyder, Account Executive and Sales Manager from AAIM Employers' Association, walked the committee through the many benefits of becoming a member of AAIM. Some of the benefits of membership include human resource services and support, new applicant tracking, development and employee retention services, access to their learning management system, and access to four (4) online business libraries.

Motion by Arlan McClain: To join AAIMEA for a membership fee of \$1,910.00, pending the State's Attorney's approval of their contract.

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

The committee engaged in an in-depth discussion regarding the hiring of an administrator and what the job/task expectations and salary would be. Bob Olson explained that he envisioned a CEO type individual with major human resources responsibilities that would be onsite daily. He also felt the individual should work closely with Department Heads and be responsible for the budgeting process. With roughly 150 employees in the County, there are a lot of moving parts to deal with daily. The committee felt that an administrator would be beneficial in educating the board and keeping them on track with policy and procedures. Also discussed was the level of education that would be preferred. Bob Olson did report that funds for the administration position had not been included in the FY2021 budget.

Motion from Rick Humphry: To move a salary range of \$80,000-\$125,000 for the Administrator position to the Executive Committee to start looking for the right candidate.

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

Animal Control budgeted \$16,360 for their inside kennel project that was passed to the Finance Committee from the Properties Committee. If the insulated guillotine doors are done at a later date the cost of the project would be \$17,504, which is \$1,200 over budget.

Motion by Tom Kitson: To move the Animal Control kennel project for \$17,504.

Second by Doug Farster. Motion carried with 4 yes and 1 no vote.

There was a brief discussion regarding the membership size of the County Board with a consensus to reduce the size.

Jim Wentling explained that it is time for the County to go out for bid for the auditing services and the choice need to be made by May.

Motion to adjourn by Jim Schielein:

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

Meeting adjourned at 10:51 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, April 8, 2021