



Finance Committee

James Carius Community Room
Tuesday, April 16, 2024 – 4:11 p.m.

Committee Members Present: Presiding Chairman Max Schneider, Bill Atkins, Samuel Goddard, Nancy Proehl, Mike Harris, Greg Longfellow, Greg Menold, Dave Mingus, Tammy Rich-Stimson

Committee Members Absent: Chairman Nick Graff, Michael Deppert, Randi Krehbiel

Others Attending: Mike Deluhery, County Administrator

MOTION **MOTION BY MEMBER ATKINS, SECOND BY MEMBER MINGUS** to approve the minutes of the March 19, 2024 meeting

On voice vote, **MOTION CARRIED UNANIMOUSLY.**

MOTION

There was consensus from the committee to approve the FY24 Budget Calendar

MOTION

F-24-15

MOTION BY MEMBER ATKINS, SECOND BY MEMBER GODDARD to recommend to approve FY24 Budget Parameters

Finance Director Mindy Darcy requested that the commodities and contractual expenses be kept in line with increased inflationary costs. She stated that expenses that are specifically tied to a department, for example, cell phone reimbursement, will be expensed from each department instead of facilities. She also stated that department requests for any new capital expenditures greater than \$5,000 should be submitted using a capital expenditure budget request form.

Member Atkins questioned if department heads will simply apply a standard inflationary rate or will they be expected to determine what the actual costs will be which may or may not fit the blended inflationary rate that we get from the government.

Finance Director Mindy Darcy stated that if certain items have gone up over the past couple years, department heads should try to account for that cost to the best of their ability.

Member Harris questioned who would approve or deny the capital expenditure budget request form and Finance Director Mindy Darcy stated that it would go through the finance committee.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

MOTION

F-24-13

MOTION BY MEMBER MENOLD, SECOND BY MEMBER RICH-STIMSON to recommend to approve bid for new Computer Assisted Mass Appraisal (CAMA) System for the Assessments Office

Supervisor of Assessments Nicole Jones stated that the new CAMA system will help avoid double entries. She stated the new system would automatically generate to the tax system so there is less chance of transposing numbers or forgetting a number.

Administrator Mike Deluhery stated that the current software is \$74,000 and this new software would be cheaper. He stated that prior to 2006, the township assessors paid for the software but have not since. He stated that they have approached the township assessors and some are okay, some would need approval from the board, and at least one was not happy with it. He stated that even if the County continued to pay for it, it would be less than what we are currently paying. He is recommending the approval of the Revision #1 Resolution.

Member Harris questioned when would be a good time to install the new program and Ms. Jones stated that during the winter months are a slower time, however, the old system would continue to run until the new system can be started so there should be very little delay.

Member Menold questioned if the townships choose to opt-out. Ms. Jones stated that if the townships choose to opt out, they will have to get their own CAMA system and pay for it and when they turn their work in, they will have to sketch it into their CAMA system, run it to value it, put the value on that they want, and push it into the tax system.

MOTION BY MEMBER PROEHL, SECOND BY MEMBER GODDARD to recommend to approve the amended Resolution (Revision #1) bid for new Computer Assisted Mass Appraisal (CAMA) System for the Assessments Office

Administrator Mike Deluhery stated that the revised Resolution reduces the amount of training which will reduce the cost and lists what they delineate as township costs which we will pay for.

On voice vote, **AMENDMENT CARRIED UNANIMOUSLY**

On voice vote, **MOTION AS AMENDED CARRIED UNANIMOUSLY**

MOTION

F-24-14 **MOTION BY MEMBER HARRIS, SECOND BY MEMBER LONGFELLOW** to recommend to approve the Illinois DCEO Uniform Application for State Grant Assistance

Finance Director Mindy Darcy stated that this is to formally accept the \$5,000,000 DCEO grant for highway so they can receive those funds. She stated that this will be used for resurfacing projects in Tazewell County.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

MOTION

F-24-16 **MOTION BY MEMBER MINGUS, SECOND BY MEMBER LONGFELLOW** to recommend to approve creation of Fund 357 Sheriff's DUI Fund

Finance Director Mindy Darcy stated that currently the Sheriff's Office receives funds that are collected by the Circuit Clerk's Office and those funds are put into Fund 353, the Sheriff's drug fund. The Sheriff's Office has requested that we create a separate fund for DUI funds which will be Fund 357.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

RECESS

Presiding Chairman Schneider recessed the meeting at 4:37 p.m.

(transcribed by S. Gullette)