



## Finance Committee

Nick Graff – Chairman  
James Carius Community Room  
101 S. Capitol Street  
Pekin, Illinois 61554  
Tuesday, July 23, 2024

\*immediately following Property Committee\*

- I. Roll Call
- II. Approve the minutes of the June 18, 2024 meeting
- III. Public Comment
- IV. New Business
  - A. Discussion: Bulk Mail Potential Savings Report
- V. Unfinished Business
- VI. Reports and Communications
  - A. Revenue Update Report
  - B. Treasurer's Report
  - C. Public Safety Sales Tax Report
- VII. Recess

Members: Chairman Nick Graff, Max Schneider, Bill Atkins, Michael Deppert, Sam Goddard, Mike Harris, Greg Longfellow, Greg Menold, Dave Mingus, Nancy Proehl, Tammy Rich-Stimson

*Minutes pending committee approval*



**Finance Committee**

James Carius Community Room  
Tuesday, June 18, 2024 – 3:51 p.m.

Committee Members Present: Chairman Nick Graff, Bill Atkins, Michael Deppert, Greg Longfellow, Greg Menold, Dave Mingus, Nancy Proehl, Tammy Rich-Stimson

Committee Members Absent: Samuel Goddard, Mike Harris, Max Schneider

Others Attending: Mike Deluhery, County Administrator

**MOTION**     **MOTION BY MEMBER ATKINS, SECOND BY MEMBER PROEHL** to approve the minutes of the May 21, 2024 meeting

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

**MOTION**  
F-24-17

**MOTION BY MEMBER ATKINS, SECOND BY MEMBER MINGUS** to recommend to approve budget transfer for the County Clerk to cover cost of printing done by an outside company

County Clerk John Ackerman stated that the transfer is to cover printing done by an outside company while the in-house print shop's printer was down.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**  
F-24-23

**MOTION BY MEMBER RICH-STIMSON, SECOND BY MEMBER ATKINS** to recommend to approve outsourcing Vote-By-Mail to Knowink

County Clerk Ackerman stated that this is for outsourcing the vote-by-mail mailing operations to Knowink for the November 2024 presidential election. He stated that they send out over 7,000 vote-by-mail ballots. He stated that if this is approved, he would not need the new printer for \$5,750. He stated that Knowink provides tracking for all vote-by-mail ballots which we do not have at this time. He stated that Knowink prints the ballot, the envelope, the return envelope, the I voted sticker, and the instructions. He stated that the only county in Illinois that uses Knowink is Cook.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

F-24-20

**MOTION BY MEMBER ATKINS, SECOND BY MEMBER MENOLD** to recommend to approve recognition of an increase in Animal Control's budget for grant purposes

Animal Control Director Libby Aeschleman stated that this is an unbudgeted scholarship for her and Jordan VonRohr to attend the Best Friends National Conference in Orlando, Florida from July 11<sup>th</sup> through 13<sup>th</sup>.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

F-24-21

**MOTION BY MEMBER LONGFELLOW, SECOND BY MEMBER ATKINS** to recommend to approve recognition of an increase in EMA's budget for grant purposes

EMA Director Dawn Cook stated that this was a \$10,000 community safety grant that was received from Enbridge Pipeline. The request is for the grant to be used to purchase a UTV to be used for the TC EMA search and rescue/UAV team.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

F-24-24

**MOTION BY MEMBER LONGFELLOW, SECOND BY MEMBER MENOLD** to recommend to approve annual purchase of network, computer, email, and endpoint security licensing

Chairman Graff stated that there is a revised Resolution in the member's folder that this is the Resolution that is being brought to the floor.

Administrator Deluhery stated that this is for licensing that we use for the current technology. He stated that we are moving forward with getting it replaced. He stated that the vendor provided specialized pricing for a six month licensing.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

**MOTION**

F-24-25

**MOTION BY MEMBER ATKINS, SECOND BY MEMBER PROEHL** to recommend to approve budget budget transfers for Community Development

Community Development Administrator Jaclynn Workman stated that the first transfer is to cover costs for maintenance of the code enforcement vehicle and

the second transfer is a transfer from personnel since we do not have a full time inspector right now to cover costs of a secondary electrical inspector.

On voice vote, **MOTION CARRIED UNANIMOUSLY**

## **RECESS**

Chairman Graff recessed the meeting at 4:09 p.m.

(transcribed by S. Gullette)

## Bulk Mail Potential Savings Report

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**From:** John Ackerman  
**To:** Sandy Gullette; Nick Graff  
**Date:** 7/17/2024 1:26 PM  
**Subject:** Bulk Mail Potential Savings Report  
**Cc:** Mindy Darcy; Hannah Clark  
**Attachments:** MailSavingsReport.xlsx

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Please find attached a "Bulk Mail Potential Savings Report" prepared by Hannah Clark and myself. We would like to present this report to the Finance Committee this month and then the County Board itself. Our report identifies a potential yearly savings of \$114,326 each year to Tazewell County Government by fully utilizing Bulk Rate Mail savings.

It is important to note this report only identifies potential savings, as each individual department would have to review this information and decide if they want to proceed forward. As you can see in the report, the overwhelming majority of the potential savings is under my County Clerk Office and we have already begun implementing this move.

The overwhelming majority of the savings is a result of a new option brought to our attention by Knowlnk as a result of our new agreement with them to outsource the Vote-By-Mail preparation and mailing, which was unanimously supported by the County Board last month. Thanks to your trust in our recommendation to make this move, they helped us identify a previously unknown "Non-Profit Bulk Mail Rate" that is available to State Election Registration Authorities.

Other departments listed in this report would not be able to utilize this "Non-Profit Bulk Mail Rate," but we identified potential savings that have not previously been realized utilizing "First Class Bulk Rate Mail."

John C. Ackerman  
Tazewell County Clerk & Recorder of Deeds

Mailing	Office	Amount	Current Rate	Current Cost	New Rate	New Cost	Savings
Township Assessment Notices	Supervisor of Assessments	18,000	\$0.64	\$11,520.00	\$0.56	\$10,080.00	\$1,440.00
Food License Renewal	Health Department	400	\$0.56	\$224.00	\$0.56	\$224.00	\$0.00
Voter Registration Cards Monthly	County Clerk	12,000	\$0.56	\$6,720.00	\$0.14	\$1,680.00	\$5,040.00
Statement of Economic Interest	County Clerk	2,400	\$0.64	\$1,536.00	\$0.18	\$432.00	\$1,104.00
Election Judge Invitations	County Clerk	1,300	\$0.64	\$832.00	\$0.18	\$234.00	\$598.00
Election Judge Assignments	County Clerk	800	\$0.64	\$512.00	\$0.18	\$144.00	\$368.00
Election Judge School Notice	County Clerk	650	\$0.56	\$364.00	\$0.14	\$91.00	\$273.00
Election Judge Paychecks	County Clerk	800	\$0.64	\$512.00	\$0.18	\$144.00	\$368.00
Vote-By-Mail Postcards	County Clerk	90,000	\$0.56	\$50,400.00	\$0.14	\$12,600.00	\$37,800.00
Voter Registration Cards	County Clerk	90,000	\$0.56	\$50,400.00	\$0.14	\$12,600.00	\$37,800.00
Deputy Registration Renewal	County Clerk	1,100	\$0.64	\$704.00	\$0.18	\$198.00	\$506.00
W-2's	County Clerk	650	\$0.64	\$416.00	\$0.18	\$117.00	\$299.00
Vote-By-Mail Ballots	County Clerk	17,000	\$1.87	\$31,790.00	\$0.18	\$3,060.00	\$28,730.00
Property Tax Bill	Treasurer	65,500	\$0.56	\$36,680.00	\$0.56	\$36,680.00	\$0.00
							<b>\$114,326.00</b>

Regular Mail	0.64
Current Bulk Rate	0.56
New Bulk Rate	0.18
New Bulk Postcard Rate	0.14