



Finance Committee

Mike Harris – Chairman
Tazewell County Highway Department
21308 Illinois Route 9
Tremont, IL 61568

Tuesday, January 21, 2025

immediately following Property Committee

- I. Roll Call
- II. Approve the following minutes:
 - September 1, 2006 Ad-Hoc Tax Subcommittee Meeting
 - September 27, 2006 Ad-Hoc Tax Subcommittee Meeting
 - October 13, 2006 Ad-Hoc Tax Subcommittee Meeting
 - October 26, 2006 Ad-Hoc Tax Subcommittee Meeting
 - May 20, 2008 Ad-Hoc Tax Subcommittee Meeting
 - January 29, 2018 Ad-Hoc Budget Deficit Committee Meeting
 - November 12, 2024 Finance Committee Meeting
 - November 20, 2024 In-Place Finance Committee Meeting
- III. Public Comment
- IV. New Business
 - F-25-01 A. Recommend to approve amendment to Devnet Contract for the Computer Assisted Mass Appraisal (CAMA) System for the Assessments Office
 - F-25-03 B. Recommend to approve FY24 Budget Transfers for Elected Official Stipends
 - F-25-04 C. Recommend to approve FY24 budget transfer for the County Clerk
 - F-25-05 D. Recommend to approve Board recognition of an increase in County Clerk budget for grant purposes
 - F-25-06 E. Recommend to approve FY24 Budget Transfers - General Fund
 - F-25-07 F. Recommend to approve FY24 Budget Transfers - Special Revenues Fund
- 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 Mike Harris, Vice-Chair Max Schneider, Joe Woodrow, Deene Milam, Eric Schmidgall, Kim Joesting, Russ Crawford, Dave Mingus, Nancy Proehl, Eric Stahl

ADHOC TAX SUBCOMMITTEE

Chairman David Zimmerman

Eli's in Morton, IL

Friday, September 1, 2006

8:00 a.m.

I. Roll Call

- Present were Committee Members: Chairman David Zimmerman, James Carius, Michael Godar and Michael Harris. Also present were Board Chairman James Unsicker, County Board Member Linc Hobson, Morton Township Assessor Leon Schrieber, Tazewell County Treasurer Duane Gray, Bob Burress and Vivian Hageman.

II. New Business

A. **Estimated Tax Bills**

- Consensus of the Committee was that planning for estimated tax bills was appropriate, but was a measure of last resort or in case of emergency. Committee agreed there are other options to consider and act on before estimated tax bills would be considered. There are a number of technological issues would have to be addressed before estimated tax bills could be considered as an option.

B. **Manatron – Computer Needs**

- Manatron Inc. will be assessing the technological needs for the Supervisor of Assessment office on September 7th & 8th. Chairman Zimmerman will communicate to Manatron the urgent need for a report no later than 9/13/06. The Committee agreed and recommended to Board Chairman Unsicker that a Special County Board Meeting may have to take place on 9/13/06 with an In Place Ad-Hoc Tax Committee Meeting and In Place Finance Committee Meeting occurring at the same time.

- The Agenda should include a full report and/or presentation from Manatron and should include the following;

- 1) Computer hardware and software needs and overall costs.
- 2) Training costs, availability and timetable.
- 3) Timetable of installation of equipment and software, data transfer and other related technological issues.
- 4) Issues of coordinating installation timetable with the McKenzie Building remodeling schedule and the moving of the Assessor's Office.

Chairman Zimmerman will communicate to Manatron the Committee's desire to proceed with urgency coordinating with the proposed timetable of future meetings, Department's move to new space and coordination of training with Township Assessors.

C. **Farmland Reassessments**

- Chairman Unsicker gave a report on the status of Farmland Assessments. He is working with Tri-County Regional Planning Commission for the completion of the procedure and has made inquires to the Dept. of Revenue with regards to the timetable in which compliance is required.

D. Supervisor of Assessments Office Overview

- Committee Members inquired to Chairman Unsicker of the future plans for the filing of the open position of Supervisor of Assessment. The County Board approved the Resignation Agreement of the former Supervisor of Assessment on August 30, 2006 and it is now appropriate to begin the search for a new Assessor.
- Committee Members offered support and recommendations including posting of the open position with Assessor professional organizations, advertising in the newspaper and other relative websites. The Committee also offered support if needed to hire a professional search firm.
- Committee Members inquired to the status of an Appointment of an additional Board of Review Member and Chairman Unsicker reported that the test for Board or Review is scheduled later in September and that a candidate will be taking the test and upon successful completion – would be presented to the County Board for approval.
- Discussed was the possibility of working with IAAO – International Association of Assessment Officials and their Assessment Audit Service. Member Godar will make inquires to the IAAO and provide a report on services, scope of work offered, costs, timetables, etc.
- Committee Members agreed the issue of the Supervisor Assessment Office and the tax cycle and getting tax bills out on schedule are their No. 1 Priorities.
- Township Assessor Leon Schrieber thanked the committee for its’ commitment to resolving the problems and remarked of the seriousness of this issue.
- Vivian Hageman voiced her concerns about the Board of Review. The Committee commented that these and other issues would be addressed either through the contracting of a private consultant or if used, the audit from IAAO. Member Godar commented that the employment of a qualified Supervisor of Assessment would address any issues with the Board of Review that may exist.
- Chairman Zimmerman agreed to confer with Chairman Unsicker regarding any Special Meetings and to the Committee on any updates from Manatron.

III. Adjournment - 9:00am

Members: Chairman David Zimmerman, James Carius, Michael Godar,
Michael Harris

MEETING AD HOC TAX SUBCOMMITTEE
DATE/TIME Tuesday, September 27, 2006 – 8:30 a.m. - Justice Center
Community Room
PRESENT Chairman David Zimmerman, James Carius,
Michael Godar, Michael Harris
OTHERS Chip Koehl, Chris Koehl, Washington Township Assessor;
Leon Schrieber, Morton Township Assessor; Mike Meyer,
Manatron; Cindy Anderson, Phil Emery, Capt. Jeff Lower

Chairman Zimmerman said the Committee will wait until the end of October before considering estimated tax bills.

Chairman Zimmerman introduced Mike Meyer of Manatron.

Mike Meyer said that Manatron has had a long relationship with Tazewell County. Meyer said Manatron is the largest national real estate property tax vendor and has been in business since 1969.

Meyer said Manatron has worked very closely with all Tazewell County Departments. Meyer said they would be available to assist the County tax cycle. Meyer said they have made several recommendations as to how to proceed.

Meyer said an employee from their company has assessed the problems in Tazewell County and has given several suggestions to be able to migrate to ProVal Plus software. Meyer said the infrastructure must be updated.

Meyer said a recommendation was made to try to find ways to assist in getting data in and out of the Townships and into the County database. Meyer said in the ProVal software, nothing ever goes away which is one of the features of the software. Meyer said if any other kind of data interchange was attempted by CD or something similar, there would have to be a destructive override or dual entries.

Meyer said this was established back when the County was reevaluated and the reason it was done this way was that until the evaluation was completed, there was to be no interference with the County data or reevaluation process.

Meyer said this was a business practice established so that any work done to the Townships could be done by retyping the data and the County could completely control the evaluation until it was

completed. Meyer said that now that the evaluation is complete and with the technology available today, there is no need to continue having a dual entry system between the Township and the County.

Meyer said that in Pekin Township there are approximately 13,000 changes that will need to be put into the County system. Meyer said that with the current method used, the information needs to be brought in to the County and entered and there is a need for the County to seriously consider changing the business practices and getting it so that a lot of the dual work is eliminated.

Meyer said that a lot of the software currently in use is in the ProVal 6-4 and was in Ar-Base. Meyer said Ar-Base is no longer a supportive data system and what is highly recommended would be to bring it into a Microsoft Open Data Base system that will allow migration from the current legacy tax system into the new tax system proposed.

Meyer said Manatron has recommended implementing the Pro Val software and have a hardware upgrade to get the Supervisor of Assessments Office up to newer standards. Meyer said the old version of Pro Val can be moved over to a newer version called Pro Val Plus.

Meyer said the upgrades have not been done due to the infrastructure not being able to accommodate the newer versions. Meyer said getting the data set up on the terminal server and getting the Townships connected will enable getting the books closed at the proper time

Cindy Anderson said the computers in the Treasurer's Office were purchased last year and have Windows XP but they might need minor upgrades.

Meyer said there are 60 users on the tax software proposal.

Member Godar said the Ad Hoc Tax Subcommittee was set up to address the short term problem and the proposal presented addresses the long term problem.

Meyer said there are hardware-memory-data base infrastructure issues that need to be addressed. Meyer said the tax bills were getting out on time for years but the problem stems from falling behind in getting the books closed in the Supervisor of

Assessments Office. Meyer said it has nothing to do with the software.

Meyer said he has seen the problems first hand and one of the items discussed is being able to get the assessment changes that are occurring in the Townships and being able to get that information into the County's system so the values can be set for the tax year.

Meyer said one of the things that need to be addressed is getting the ProVal database converted. Meyer said many of the smaller townships have been entered but there are 13,000 assessment changes in Pekin Township. Meyer said it takes a long time to enter the information.

Meyer said the 13,000 changes in Pekin Township could be brought in during the conversion process and it would speed up the process.

Meyer said that someone from the County would have to review the Pekin Township parcels and accept them as the value. Meyer said that by eliminating the data entry process it goes to the Board of Review process.

Meyer said there is a need for staff to be able to do the work and that right now the office is without a Supervisor of Assessments. Meyer said once a Supervisor is hired, one of the key roles of that person should be to get the process caught up. Meyer said that although they would use technology to get the 13,000 changes in the system, there may be taxpayers that do not agree and this is where the review process comes in.

Chairman Zimmerman said that there are always mistakes made and there is a need to trust that the information being given is accurate and that he is willing to take that risk.

Meyer said the mapping work should be delivered to the County from Sidwell by mid-November. Meyer said there need to be interfaces written to where Sidwell will be calculating the farmland assessments.

Meyer said when the final figure is delivered to the County; there is a review process. Meyer said that the land use has a different calculation on farmland assessments, so someone in the Supervisor

of Assessments Office needs to review that because if something is missed, the public has every right to say that this is incorrect.

Meyer said the law requires that any changes in value must have a Notice of Assessment Change sent out to the taxpayer. Meyer said the taxpayer must have time to respond and present it to the Board of Review for review. Meyer said the Board of Review should be encouraged to finish their work. Meyer said that every step that falls behind places everybody else behind.

Cindy Anderson said the software for the Supervisor of Assessments Office could be ordered at anytime, but it cannot be installed until the ProVal is installed and upgraded.

Chairman Zimmerman said that most of the Townships have ProVal Plus software.

Morton Township Assessor Leon Schrieber said that Pat Alesandrini would be willing to come over free gratis and look the situation over in a review process with the staff and administrative people to assess the situation.

Meyer said currently the capability is not there to do estimated tax bills and by attempting an estimated tax bill as a way to get out of the problem would actually be creating a bigger problem.

Chairman Unsicker said that there needs to be a decision made this month as to whether or not to replace the hardware and software. Unsicker said that because of the remodeling process going on at the present time, it makes sense to proceed with the upgrade at this time.

Chairman Unsicker said he recently obtained a list from the Department of Revenue of all the persons in the state who currently hold the certification to be a Supervisor of Assessments and has received a resume from one unsolicited party.

Chairman Zimmerman said the position could be posted on the IAACO and should be done quickly.

Member Godar asked why a private firm was not considered for a search for the Assessor position. Godar said that the person the County need should be a highly qualified person and have office management experience, IT experience, and appraisal experience.

Chairman Unsicker said he agrees with that, but the real issue is the person must have the certification of the State of Illinois and there is not a large pool of applicants.

Chairman Zimmerman said he would suggest the County purchase the ProVal software and hire Manatron or an outside contractor to come in and help get caught up.

Chairman Unsicker said there have been a number of counties that have sent estimated tax bills and they have discontinued the practice. Unsicker said estimated tax bills do not address the real problem.

Chairman Zimmerman said he would contact Peoria County, and asked Mike Godar to contact the IAAO and asked Chairman Unsicker to keep the Committee aware of what is happening with the Supervisor of Assessments.

Chairman Unsicker said the test for certification has been given and three applicants took it with no one passing it.

Chairman Unsicker said the Office of Supervisor of Assessments in Tazewell County was known last year as a disaster area and the word has gotten out all over the state. Unsicker said the County will have great difficulty enticing someone to fill that position.

Chairman Unsicker said if the upgrades are done, it might be a consideration in getting a Supervisor of Assessments who has the certification with an assessor's background.

Cindy Anderson said that once the system would be up and running, the County would be paying Manatron for software support, so a full time IT person would not be needed.

Chairman Zimmerman adjourned the meeting at 10:15 a.m.

Jerriann Rosenak, Chief Clerk County Board

ADHOC TAX SUBCOMMITTEE

Chairman David Zimmerman

Eli's in Morton, IL

Friday, October 13, 2006

I. Roll Call

- Present were Committee Members: Chairman David Zimmerman, James Carius, Michael Godar and Michael Harris. Also present was Board Chairman James Unsicker, County Board Member Lincoln Hobson, Mike Meyer of Manatron, Cindy Anderson, IT Coordinator for Tazewell County.

II. New Business

A. **Bulletin 810 Update**

- The lower half of the County has been done, so as soon as those townships are factored, they will be ready to be published and mailed.

- James Unsicker said that the information was over at Sidwell and values are being placed on the farm ground.

- Zimmerman said that it would be another 8-10 weeks before the northern half of the County is done. Zimmerman said that according to the State, it can be done township by township so when one township is completed, it can be submitted, factored and published.

B. **Intergovernmental Agreement with Peoria County**

- Chairman Zimmerman said that he is working with Peoria County's Chairman of the Tax Committee Bill Prather. Zimmerman said that Peoria does the entire county once every four years and will be doing it in 2007. Zimmerman said that he would like to get Dave Ryan in here within the next two weeks to do an assessment of the County's situation.

Zimmerman said that he was given the potential names of people who would be able to help with factoring and has contacted them, but with no response yet. Zimmerman said that he talked to Mike Holly from the State's Attorney's Office in regards to using local people and Holly said that he would look into the matter as they want to be able to do the work cleanly with no conflict of interest.

C. **Manatron Update**

- Mike Meyer of Manatron said that he does have Bob Schrage assigned to this project as project manager to work with Cindy. Meyer said that he has also spoken with Will Williamson out of Beaver Creek, Ohio. Williamson said that he could be available in the next few weeks to come over and

assist. Meyer said that there would be a fee to have him come to Tazewell County.

- Zimmerman asked how long it would take to factor a township if all the data was input into the computer.

- Meyer said that it would depend on how far in depth you wish to go.

- Meyer said that he had spoken to other Supervisor's of Assessments a few years ago and the State was very late in getting the Sale of Ratios studies out. Meyer said that the Sale of Ratios studies are not out in Illinois and should be here sometime in late October. Meyer said that with out that information, none of the work can be done. Meyer said that the County needed to consider the time frame. Meyer said that when talking to other Supervisor's of Assessments they have recommended getting the top button issues taken care of and get the books closed.

- Mike Harris said that we must follow the process and nothing can be skipped.

- Meyer said that if you have the staffing with everyone in place and the townships getting all their data in, then the information can be in place by March or April.

- Meyer said that we would need to work with the Board of Review to emphasize the point that the County needs to get this closed and within these time frames. Meyer said that the equipment should be in place by the first of December.

- Mike Harris asked if Cindy would be spending a lot of time in that office and if so, how would the rest of the County be supported.

- James Unsicker said that he and Cindy were planning to meet with Kim Olar's husband to discuss working on a part-time basis, but had not been able to.

- Mike Godar asked if the contracts had been delivered and signed.

- James Unsicker said that they had not as he has not been able to get in contact with Mike Holly.

- Meyer said that he has been trying to get everything in order so that once the contract is signed, it can move forward. Meyer said that if he received the contract today, he could start moving forward with getting some things in place. Meyer said that once the data is extracted from the County and Pekin Township and the conversion process is started, everybody will be

pretty much at a standstill. Meyers said that the County is probably looking at a 7-14 day period. Meyer said that Bob would be working with Cindy as all of this was going on and Cindy's server would be set up so she would be working with the Townships to start connecting activity.

- Cindy Anderson said that there is no money in the budget for the servers for the Township. Anderson said that it would be about \$6,200 for the server and another \$3,000 for the license.

- Meyer said that by waiting till the first of December, that places it in the County's new budget year, but the project still has to move forward to make sure the townships can be connected as soon as they can.

- Meyer said that one of the key issues is getting all of the other townships entered into ProVal before the data is pulled. Meyer said that the only information left to go in would be Pekin and it could go in at the conversion time. Meyer said that when it goes live the first week of December, all township data would be in the database.

-Jim Unsicker said that the County will not be processing the 13,000 changes from Pekin Township and will be making the assumption that the work is correct and put in the system.

- Meyer said that he would try to set up a meeting with Bob Schrage for next week.

- Cindy said that she needs to know how the terminal servers are going to be connected for secure communications.

- Mike Harris asked for a detailed time line on the project for getting the taxes out on time.

- Mike Godar suggested they take the assessment cycle and have that as a separate section to separate the technology with the actual cycle and then time line the goals with where the County is at so that everyone can look at it.

- Mike Meyer said that he has talked to a member of their support staff in the Springfield office who was formerly a S/A and that he has gone over a few items and gave some suggestions of things that would need to be checked and verified.

- Mike Meyer said that he would like to get the person from Ohio who is in charge of the home appraisal part of the company and have him give an evaluation, but that may cost \$2,000 or \$3,000 for an evaluation with him,

but he could come back and give a fixed rate fee; or the County can go into it with an open end where he just charges time and material.

-Mike Godar asked if the Ohio firm could send their standard contract which would show how fast they can work and then we can present it all to Mike Holly to come up with a contract.

- James Unsicker said that he has been assured by the Department of Revenue that any document that needs to be signed in that office, up to and including the final abstract, in the absence of a S/A, the Chairman of the Board could sign the documents.

- Meyer said that if his people come and feel they cannot handle it, they would let the County know, however, Manatron would not be filling in if they did not feel a lot of their services would be of assistance.

- Zimmerman asked Meyer to make the call to the person in Ohio to see if he can come in and the Committee would deal with the legal issues and it is the consensus of this committee that the County go ahead with the project.

- Mike Godar asked if the Board could be approached to officially declare this situation an emergency to give this Committee more latitude so we can go ahead with a project such as this.

- James Unsicker said that he felt that any additional authority would expedite the whole issue so that when he talks to Manatron and decisions have to be made or money allocated, he could do so within some confines.

- Dave Zimmerman instructed Cindy Anderson to order the server and to inform the vendor that the bill is needed after December 1.

- Mike Godar said that this would be a conversation that will need to take place and it must be stipulated to the Township Assessors and the Board of Review to statutorily do what they are required and nothing more.

- Committee members were in agreement with that and agreed it needed to be done as diplomatically as possible.

- Zimmerman said that the State's Attorney's Office will be contacted regarding the Manatron contract to be reviewed and that legal guidance is needed regarding bringing in outside contractors, but in the interim, an emergency is being declared and an evaluator is being brought in to do the evaluation in the office.

- Jim Unsicker said that he was prepared to sign the present contract as is if we cannot get the Board to review the material; as it is not only this

issue that is involved but several other issues that are becoming increasingly frustrating as it is difficult to get legal counsel in a timely manner.

- Meyer said that the contract includes multiple protections in there for Manatron and for the County.

Chairman Zimmerman adjourned the meeting at 9:05 a.m.

DRAFT COPY SUBJECT TO COMMITTEE APPROVAL

MEETING	AD HOC TAX SUBCOMMITTEE
DATE/TIME	Thursday, October 26, 2006 – 8:00 a.m. Supervisor of Assessment’s Office
PRESENT	Chairman David Zimmerman, Michael Godar, Michael Harris, James Carius
OTHERS	Mike Meyer, Ruel Williamson, Cindy Anderson, James Unsicker, Melvin Stanford, Kristal Deininger, Staff from the Supervisor of Assessment’s Office, Rob Houchin

Chairman Zimmerman said the purpose of today’s meeting was to keep everyone informed of the direction this committee was going.

Member Godar said that the County Board had approved the contracts with Manatron and that the Manatron employees were on hand to provide further details.

Mike Meyer said that Bob Schragge has been assigned Project Manager and has already been working with Cindy Anderson to initiate changes. Meyer said that ProVal will be updated to ProVal 6.4 and there will be a conversion to ProVal 12 by the first week of December. Meyer said that Cindy has work stations in place.

Meyer said that data will be brought in from Pekin Township. Meyer said that the ProVal software will be housed on the new GIS server with the tax software going through the other network.

Meyer said that data will be extracted November 17 or November 20 with intentions of going live by the week of December 4 and that there would be time to train employees on the new software.

Jim Unsicker said that it is the intention to eventually have cross trained employees in the department.

Ruel Williamson said that it is very difficult to pin an exact date on so many things as there are so many factors to apply, but there are some obvious things that will need to happen to complete the 2006 books for the Supervisor of Assessments Office. Williamson said that the first step would be to meet with the staff and find out just where the hold ups might be.

Williamson said that the overall picture takes in technology, training plans, and staffing plans. Williamson said that it is imperative that they give the Board regular feedback. Williamson said Manatron is prepared to provide resources to help alleviate

trouble spots and consider the input of the board along with that of the contract administrator. Williamson said that technology will do a lot of good for the County by not having to re-enter the Township changes in 2007 as the Supervisor of Assessments Office will be reviewing work versus doing the work and will provide a much higher quality of work done much faster, with many good benefits on a county wide perspective.

Chairman Zimmerman said that school districts have an immediate need with a November deadline to be able to set their budgets.

Meyer said that in most of the areas all over the state, there is not a county that is not behind in this aspect. Meyer said that the biggest hold up is the impact of the potential change in farmland valuation and that they will be working very closely with Sidwell.

Kristal Deininger explained the time line on 810. Deininger said that Sidwell is projecting that they can possibly get the lower tier to us on October 30, but they will still have the upper tier to do and once that is done, they will take it to Tri-County to actually do the land use layer and then Tri-County will send it back to Sidwell again to complete the population. Deininger said that in the meantime, when Tri-County gets the upper tier, it may take about 10-12 weeks to finish.

Meyer said that there was an interface written with Sidwell so that once they do the farmland calculation; it can be imported into the tax system.

An employee from the Supervisor of Assessments Office said that a majority of their telephone calls are from residents wanting the assessment tax rates and that they are always asking if the County is going to have a website.

Member Godar said that it had been discussed regarding a central switchboard for directing calls and many options had been discussed regarding a website.

MOTION

MOTION BY GODAR, SECOND BY CARIUS to go into Executive Session to discuss Personnel (5 ILCS 120/2(c) (1)) at 9:35 a.m.

On voice vote, MOTION CARRIED.

Chairman Zimmerman adjourned the Executive Session at 10:15 a.m.

Chairman Zimmerman said that if realtors want information, they should come in and use the public work stations.

Jim Unsicker said that they would work with Kristal to develop a new policy regarding this.

Mike Meyer said that it is done in various ways by the different counties.

Chairman Zimmerman suggested that a letter be sent to the major realtors in Tazewell County stating that until further notice you must come in and use the public work stations and this was agreed to by the Committee.

Mike Meyer suggested that everyone involved be invited to a training session provided by the County.

Ruel Williamson said that the S/A and the Board of Review should have their own policies and if anything new is found, it should go on next year's rolls.

Member Godar said that the omitted properties are a major contributing factor to the delay.

Mel Stanford said that there had been a significant number of properties that were omitted involving thousands of dollars.

Ruel Williamson suggested setting a date for stopping this year's roll of looking at omitted properties and that it was more important to get the property on the tax rolls.

MOTION
RC CB

MOTION BY CARIUS, SECOND BY GODAR to recommend to the County Board to hire a Board of Review secretary and a person for the front desk.

On voice vote, MOTION CARRIED.

MOTION
RC CB

MOTION BY HARRIS, SECOND BY CARIUS to recommend to the County Board to hire two part-time IT people.

On voice vote, MOTION CARRIED.

MOTION
RC CB

MOTION BY HARRIS, SECOND BY GODAR to recommend to the County Board to assign the title of Contract Administrator to Kristal Deininger with a \$1,500 per month stipend.

On voice vote, MOTION CARRIED.

It was suggested to continue having meetings with the County Tax Assessors.

ADJOURNMENT

Chairman Zimmerman adjourned the meeting at 10:28 a.m.

Shannon Daggerhart, Chief Clerk County Board



MINUTES - DRAFT COPY – SUBJECT TO APPROVAL

Ad Hoc Tax Subcommittee

McKenzie Building – 1st Floor – Room 106
Tuesday, May 20, 2008 – 2:30 p.m.

Committee Members Present: Jim Carius, Michael Godar, Michael Harris and
Chairman David Zimmerman

Others: County Administrator David Jones, Supervisor of
Assessments Gary Twist and Board of Review Gary
Pittenger

***APPROVE
MINUTES***

MOTION BY CARIUS, SECOND BY HARRIS to approve
the minutes of the November 9, 2007 meeting.

On voice vote, MOTION CARRIED.

***TAX CYCLE
UPDATE***

Supervisor of Assessments Gary Twist said that the office had a
successful spring and that there was a bit of clean up yet to do to
improve and to provide the best service to customers.

Supervisor of Assessments Twist said that an insert had been
added to the tax bills with information regarding the exemptions
offered by the State of Illinois. Twist said that there had been 600
Correction of Errors to date since the tax bills went out and that
450 of those were customers who qualified for an exemption that
they didn't know about. Twist said that the Treasurer's Office has
been very accommodating in sending amended tax bills and that
the insert had benefited the customers.

Member Harris asked how much revenue the County would be
losing due to the increased exemptions.

Administrator Jones said that the loss of revenue would be
negligible.

Supervisor of Assessments Twist said that there were three new
exemptions this year. Twist said that one was for returning
veterans and that was a one time only exemption; one was for
disabled veterans and one was for disabled persons. The disabled
veteran and disabled person exemption would need to be applied
for annually in order to receive.

Supervisor of Assessments Twist said that the 08 pay 09 tax cycle was under way and the township assessors were doing a good job of valuing property and had turned their books in at the beginning of the year. Twist said that there were a few that had not been turned in yet but that they were on schedule for the deadline of June 1.

Supervisor of Assessments Twist said that the tax code says that any person can file a complaint 30 days from the time the township is published or until September 10. Twist said that with the cooperation of the Board of Review the set period of time for a person to file a complaint will be from July 1 through September 10. Twist said that this is a standardized window and that the Assessments Office will publish all that they can by July 1.

Board of Review member Gary Pittenger said that they would work as the complaints were scheduled and that by statute the Board of Review session begins on June 2 through December 31.

Supervisor of Assessments Twist said that once the Board of Review member is seated by the County Board on June 1, the Board of Review will proceed to establish the guidelines to do business for this cycle.

Member Carius asked if the County had a pool of potential Board of Review candidates from both parties.

Administrator Jones said that there were not many candidates who had passed the exam. Jones said that the Board Chairman makes the appointment to the Board of Review with the consent of the Board and that the make-up of the Board of Review could change after the elections in November. Jones said that the County was looking into having an exam here or cooperating with other communities to have an exam.

Chairman Zimmerman asked who could come before the Board of Review and who can present evidence to the Board of Review.

Board of Review member Gary Pittenger said that he had researched other counties as well as Tazewell and the guidelines were that the taxpayer or someone licensed to practice law in the State of Illinois could come before the Board of Review to present evidence in a hearing. Pittenger said that only someone licensed to practice law in the State of Illinois could present evidence and appear before P-TAB (Property Tax Appeal Board). Pittenger said that the guidelines were set to protect the taxpayer. Pittenger said

that the taxpayer may have someone with them such as a family member, to help them understand the process or to speak to the complaint, but that they still needed to be at the hearing.

Member Harris asked about the online access for property tax information.

Supervisor of Assessments Twist said that they were just about ready with the online access and that the office had sent out letters to local professionals and gave them access to the site, free of charge to check the system's ease of use. Twist said the office received excellent input. Twist said that there were two levels. One level was for no charge public access to look up property information by address and that it does not include sketching. Twist said the second level required a \$100.00 a year charge and an application to be filled out and turned into the Assessments Office. Twist said that that level would have the ability to retrieve property information by name as well as address.

Member Godar said that he was concerned about information companies purchasing the second level, getting the information and storing it onto their databases and selling the information to consumers for \$19.95.

Administrator Jones said that the County wanted to keep the online access as user friendly as possible and to improve service to customers. Jones said that if a company tries to remarket the data, the County could sue. Jones said that the website would be linked to the Tazewell County homepage.

ADJOURNMENT Chairman Zimmerman adjourned the meeting at 3:14 p.m.

Shannon Daggerhart, Chief Clerk County Board

Minutes pending Committee approval

Ad-Hoc Budget Deficit Committee

Chairman Tim Neuhauser

Jury Commission Room

Monday, January 29, 2018 – 3:30 p.m.



Committee Members Present: Chairman Neuhauser, Nick Graff, Jim Donahue, Mike Godar, Mike Harris, Carroll Imig, Nancy Proehl

Committee Members Absent: Monica Connett, Brett Grimm, John Redlingshafer, Joe Wolfe

Others Attending: Wendy Ferrill, County Administrator, Amy Fox, Karla Burress, Mary Burress, Craig Peters, Kristal Bachman, Gary Twist, Christie Webb, John Horan, Mike Holly, Steve Saal, Linc Hobson, Ryan Sanders, Jeff Lower, Shelly Hranka, Jeff Baldi

Chairman Neuhauser thanked everyone for being involved in this process.

Ferrill provided the Committee with an update on the Departmental information on services. She stated she has 8 department responses and will follow up on the remainder.

Chairman Neuhauser moved into the discussion on departmental revenues and fees. Ferrill explained that Treasurer Burress and Finance Director, Craig Peters, were working on a report to tie revenues with department expenses. Chairman Neuhauser stated that while in the budget cycle the focus was on expenses. There was little discussion or identification per department on areas of revenue.

Chairman Neuhauser advised the group that smaller work groups were being created based on some of the topics discussed. Smaller groups could be more constructive and efficient. The work groups will take on tasks and bring back information to the larger committee.

There were five areas identified for workgroup focus. **CIP** will be headed by Mike Godar. **Fees and Services** will be headed by Nick Graff. **Property outside of CIP** will be overseen by Kristal Bachman and Brett Grimm. **Personnel and Staffing** will be headed by Mike Harris, Wendy Ferrill and Amy Fox. **Revenues and Expenses** will be handled by Mary Burress and Craig Peters. Chairman Neuhauser advised that anyone can

be part of any of the workgroups. The long term goal is to have actionable items in each area by the May/June meetings.

A “to do” list will be put out with dates for the work group meetings.

Chairman Neuhauser recessed the meeting at 3:55 p.m.

(transcribed by S. Beeney)

DRAFT

Minutes pending committee approval



Finance Committee

James Carius Community Room

Tuesday, November 12, 2024 – 4:06 p.m.

Committee Members Present: Chairman Nick Graff, Vice-Chairman Max Schneider, Mike Harris, Greg Menold, Dave Mingus, Tammy Rich-Stimson, Eric Stahl, Michael Deppert

Committee Members Absent: Bill Atkins, Samuel Goddard, Greg Longfellow, Nancy Proehl

Others Attending: Mike Deluhery, County Administrator

MOTION **MOTION BY MEMBER SCHNEIDER, SECOND BY MEMBER DEPERT** to approve the minutes of the October 22, 2024 meeting

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

MOTION

F-24-37

MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHNEIDER to recommend to approve approve a budget transfer for EMA

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

MOTION

F-24-38

MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHNEIDER to recommend to approve budget transfers for General Fund

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

MOTION

F-24-39

MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHNEIDER to recommend to approve budget transfers for Special Revenue Funds

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

MOTION

F-24-41

MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHNEIDER to recommend to approve budget transfers for Animal Control

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

MOTION

F-24-42

MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHNEIDER to recommend to approve budget transfers for Highway

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

MOTION

F-24-45

MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHNEIDER to recommend to approve a budget transfer for VA

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

MOTION

F-24-40

MOTION BY MEMBER HARRIS, SECOND BY MEMBER SCHNEIDER to recommend to approve FY25 budget transfers due to negotiated labor contract for Highway

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

MOTION

F-24-43

MOTION BY MEMBER STAHL, SECOND BY MEMBER MENOLD to recommend to approve setting a predictable fee schedule for Exempt Non-Standard Documents

Tazewell County Clerk John Ackerman stated that new legislation was passed to standardize the fees charged to state agencies by Recorder of Deed offices throughout the state.

On voice vote, **MOTION CARRIED**

Member Harris voted nay.

MOTION

F-24-36

MOTION BY MEMBER STAHL, SECOND BY MEMBER SCHNEIDER to recommend to approve the proposal from Zobrio for Abila MIP and Zobrio Cash Management renewal

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

MOTION

F-24-47

MOTION BY MEMBER SCHNEIDER, SECOND BY MEMBER MINGUS to recommend to approve credit card payments through IWOROQ

Community Development Administrator Jaclynn Workman stated that this will allow customers to pay for permits through IWOROQ with a credit card.

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

MOTION

F-24-48

MOTION BY MEMBER MENOLD, SECOND BY MEMBER RICH-STIMSON to recommend to approve a bid for ArcGIS Enterprise Environmental Technical Support & Maintenance

GIS Coordinator Drake Hamm stated that it would provide support and make sure all components and servers are working correctly.

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

DISCUSSION: Budget Software

Finance Director Mindy Darcy stated that she is bringing forward information regarding a budget software that she is proposing that we purchase for FY25. She stated that this has been budgeted for FY25. She stated that she has received two cost proposals and demonstrations from two vendors. She stated there would be improved efficiency and accuracy and budget requests would be made through the system. She stated that data could be imported directly from MIP, our accounting software.

Director Darcy stated that there would be an improved presentation with more details, and it would be something that we would put on the website. She stated that she plans on bringing a proposal to the board in January and it would take 4-6 months to implement.

RECESS

Chairman Graff recessed the meeting at 4:30 p.m.

(transcribed by S. Gullette)

Minutes pending committee approval



In-Place Finance Committee

James Carius Community Room

Wednesday, November 20, 2024 – 6:13 p.m.

Committee Members Present: Chairman Nick Graff, Vice-Chairman Max Schneider, Mike Harris, Greg Menold, Dave Mingus, Tammy Rich-Stimson, Eric Stahl, Michael Deppert, Bill Atkins, Greg Longfellow, Nancy Proehl

Committee Members Absent: Samuel Goddard

Others Attending: Mike Deluhery, County Administrator

MOTION

F-24-44

MOTION BY MEMBER STAHL, SECOND BY MEMBER SCHNEIDER to recommend to approve Agreement with Heart Technologies for the Purchase and Deployment of Workstations

Administrator Mike Deluhery stated that this is the annual purchase of laptops and PC's. He stated that Heart will purchase and deploy the laptops and PC's.

Member Stahl stated that the language "is not conducive to competitive bidding" was disheartening to him.

Administratory Deluhery stated that with outsourcing our IT department, we no longer have the in-house IT to be able to prepare the PC's to get them ready. He stated that we now have Heart Technologies to determine what equipment we need to purchase and they also deploy the laptops and PC's. He stated that part of the multi-year agreement with Heart included time and material costs.

Member Stahl stated that he looked up the same models online and he came up with a \$50,000 difference. He stated that it did not include set up or installation. He stated that he was not comfortable with this since it did not go out for bid.

Administrator Deluhery stated that it was estimated to be about 4 hours per PC to be able to get it completely ready to go and deployed. He stated that this is for 110 PC's and 15 laptops.

Chairman Graff stated that he trusts the vendor that we are using, however, Administrator Deluhery should take note of the committee's concerns.

State's Attorney Mike Holly stated that whether to bid something out or not is ultimately up to the board.

On voice vote, **MOTION CARRIED**

Member Stahl voted nay

MOTION

F-24-49

MOTION BY MEMBER ATKINS, SECOND BY MEMBER DEPERT to recommend to approve replacement purchase of a squad car funded by Risk Management

Administrator Mike Deluhery stated that a squad car that was involved in an accident needs to be replaced.

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

MOTION

F-24-50

MOTION BY MEMBER SCHNEIDER, SECOND BY MEMBER ATKINS to recommend to approve an Agreement with Heart Technologies to Install a Fiber Ring Connecting Downtown Buildings

Administrator Mike Deluhery stated that this is to replace the fiber connectivity between the buildings in downtown Pekin to meet current standards. He stated that the future plan is to have the new Justice Center Annex be the main hub and it would connect this building, McKenzie Building, Courthouse, and back to the Justice Center. He stated that this would be the last of the major technology upgrades that we needed after the cyber attack.

Member Schneider questioned if this included any buildings that might be sold in the future and Administrator Deluhery confirmed that it did not.

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

RECESS

Chairman Graff recessed the meeting at 6:29 p.m.

(transcribed by S. Gulette)

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the Finance Committee recommends to the County Board to approve an amendment to the five-year agreement with Devnet, Inc. for the Computer Assisted Mass Appraisal (CAMA) System; and

WHEREAS, The Devnet CAMA License, Maintenance and Support Contract for Tazewell County, IL was approved by the County Board on April 24, 2024; and

WHEREAS, by Agreement dated the 1st day of May 2024, Devent, Inc. and Tazewell County entered into an Agreement for CAMA License, Maintenance and Support; and

WHEREAS, Tazewell County Supervisor of Assessments and Devnet, Inc. mutually desire to amend the AGREEMENT as outlined in Exhibit A and Exhibit B; and

WHEREAS, the AGREEMENT shall be amended to delay payments from Tazewell County Supervisor of Assessments to Devnet, Inc. for CAMA System software for one year from September 1, 2024; and

WHEREAS, the County's costs per year will be amended as follows:

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
County CAMA License, Support & Maintenance	16,813	16,812	33,625	33,625	33,625
County Third Party Licensing, with Marshall & Swift software	5,592	3,369	3,449	3,532	3,615
Assessor's CAMA Training (\$1,750 x 3 sessions)	-	5,250	-	-	-
CAMA Support for 9 Township Assessor's Offices	-	-	4,500	4,500	4,500
License Fees for 13 Township Office User Seats X755 ea.	-	9,815	-	-	-
X260 ea.	-	-	3,380	3,380	3,380
Sketch Conversion paid to Proval and Apex		-	-	-	-
		*			
	22,405	*	35,246	44,954	45,037
				45,037	45,120

5 Year Total

192,762 *

* missing costs for Sketch Conversion

Total for County CAMALicense for Years 1 &2 = \$33,625

THEREFORE BE IT RESOLVED that the County Board approves an amendment to the agreement with Devnet, Inc and authorizes the County Board Chairman to sign the Amendment to Agreement with these terms upon the drafting of the Contract;

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, Finance Office, Supervisor of Assessments Office, and the Auditor of this action.

PASSED THIS 29th DAY OF JANUARY 2025.

ATTEST:

Tazewell County Clerk

Tazewell County Board Chairman

Amendment to Agreement

CAMA License, Maintenance and Support
Contract for

Tazewell County, IL



**AMENDMENT TO AGREEMENT
BETWEEN THE
COUNTY OF TAZEWELL, IL
AND DEVNET INC.**

THIS AMENDMENT is made and executed this _____ day of _____ 2024, by and between the TAZEWELL COUNTY, IL a Illinois unit of local government, having its principal offices at TAZEWELL County Clerk, 11 S. 4th St., Ste. 203, Pekin, IL 61554, hereinafter called the “COUNTY” and DEVNET INC., a corporation, with a principal place of business at 2254 Oakland Drive, Sycamore, Illinois 60178; hereinafter called the “CONTRACTOR”.

WITNESSETH

WHEREAS, by Agreement dated the 1st day of May 2024, the parties entered into an Agreement for CAMA License, Maintenance and Support, hereinafter called the "AGREEMENT", and

WHEREAS, the COUNTY and the CONTRACTOR now mutually desire to amend the AGREEMENT as outlined in Exhibit (A) and Exhibit (B).

NOW, THEREFORE, the parties hereto, in consideration of the mutual covenants and conditions contained herein and in the AGREEMENT, and intending to be legally bound, agree as follows:

1. All provisions of the AGREEMENT shall continue in full force and effect as herein modified and shall be binding upon and inure to the benefit of all parties to this AGREEMENT.
2. The AGREEMENT shall be amended to delay payments from TAZEWELL County to DEVNET Inc. for CAMA software for one year from September 1, 2024. The pricing and the payment schedule will be updated accordingly as outlined in Exhibit (A) and Exhibit (B).
3. Except as expressly modified and amended herein, all other terms and conditions of the AGREEMENT are hereby ratified and reaffirmed, shall remain in full force and effect, and shall be binding upon and inure to the benefit of the parties to this AGREEMENT.
4. This Amendment and any attachments constitute the entire AGREEMENT among the parties with respect to the matters set forth herein and in the AGREEMENT.



- 5. In the event that any inconsistencies exist between this Amendment and the original AGREEMENT, this Amendment shall prevail.

IN WITNESS WHEREOF, the parties hereto, by and through their duly authorized officers and/or representatives, have hereunto set their hands the day and year first written above.

TAZEWELL COUNTY Illinois

By: _____
TAZEWELL County, Illinois

DEVNET, INC.

By: _____
Michael J. Gentry, President

**EXHIBIT A**

- 2.7 DEVNET shall supply the following third-party computer software. Included with this software are configuration, on-site setup and installation.

Year 1 Third Party Software	
Five (5) Apex Initial Purchase Licenses	\$2,975.00
Five (5) LeadTools	\$500.00
Marshall and Swift Commercial	\$2,117.36
Year 1 Third Party Software	\$5,592.36

Year 2 Third Party Software	
Five (5) Apex Annual Maintenance Licenses	\$1,175.00
Marshall and Swift Commercial	\$2,194.09
Year 2 Third Party Software	\$3,369.09

Year 3 Third Party Software	
Five (5) Apex Annual Maintenance Licenses	\$1,175.00
Marshall and Swift Commercial	\$2,273.88
Year 3 Third Party Software	\$3,448.88

Year 4 Third Party Software	
Five (5) Apex Annual Maintenance Licenses	\$1,175.00
Marshall and Swift Commercial	\$2,356.75
Year 4 Third Party Software	\$3,531.75

Year 5 Third Party Software	
Five (5) Apex Annual Maintenance Licenses	\$1,175.00
Marshall and Swift Commercial	\$2,439.51
Year 5 Third Party Software	\$3,614.51

**EXHIBIT B****ARTICLE 6: Price and Payment**

6.1 Year 01 (June 1, 2024-May 31, 2025): For services received by TAZEWELL COUNTY under this Agreement during Year 01, TAZEWELL COUNTY shall pay to DEVNET the sum of \$22,404.86, payable as follows:

- A. The sum of \$13,998.61 on or before June 1, 2024; and,
- B. The sum of \$8,406.25 on or before September 1, 2024; and,
- C. The sum of \$0.00 on or before December 1, 2024; and,
- D. The sum of \$0.00 on or before March 1, 2025.

The sums payable for Year 01 services shall be apportioned as follows:

- ☺ \$16,812.50 for CAMA software license, maintenance and support.
- ☺ \$5,592.36 for third party software and hardware.

6.2 Year 02 (June 1, 2025-May 31, 2026): For services received by TAZEWELL COUNTY under this Agreement during Year 02, TAZEWELL COUNTY shall pay to DEVNET the sum of \$20,181.59, payable as follows:

- A. The sum of \$0.00 on or before June 1, 2025; and,
- B. The sum of \$0.00 on or before September 1, 2025; and,
- C. The sum of \$11,775.34 on or before December 1, 2025; and,
- D. The sum of \$8,406.25 on or before March 1, 2026.

The sums payable for Year 02 services shall be apportioned as follows:

- ☺ \$16,812.50 for CAMA software license, maintenance and support.
- ☺ \$3,369.09 for third party software and hardware.

6.2 Year 03 (June 1, 2026-May 31, 2027): For services received by TAZEWELL COUNTY under this Agreement during Year 03, TAZEWELL COUNTY shall pay to DEVNET the sum of \$37,073.08, payable as follows:

- E. The sum of \$11,854.33 on or before June 1, 2026; and,
- F. The sum of \$8,406.25 on or before September 1, 2026; and,
- G. The sum of \$8,406.25 on or before December 1, 2026; and,
- H. The sum of \$8,406.25 on or before March 1, 2027.

The sums payable for Year 03 services shall be apportioned as follows:



- ☺ \$33,625.00 for CAMA software license, maintenance and support.
- ☺ \$3,448.08 for third party software and hardware.

6.3 Year 04 (June 1, 2027-May 31, 2028): For services received by TAZEWELL COUNTY under this Agreement during Year 04, TAZEWELL COUNTY shall pay to DEVNET the sum of \$37,156.75, payable as follows:

- A. The sum of \$11,938.00 on or before June 1, 2027; and,
- B. The sum of \$8,406.25 on or before September 1, 2027; and,
- C. The sum of \$8,406.25 on or before December 1, 2027; and,
- D. The sum of \$8,406.25 on or before March 1, 2028.

The sums payable for Year 04 services shall be apportioned as follows:

- ☺ \$33,625.00 for CAMA software license, maintenance and support.
- ☺ \$3,531.75 for third party software and hardware.

6.4 Year 05 (June 1, 2028-May 31, 2029): For services received by TAZEWELL COUNTY under this Agreement during Year 05, TAZEWELL COUNTY shall pay to DEVNET the sum of \$37,239.61, payable as follows:

- A. The sum of \$12,020.86 on or before June 1, 2028; and,
- B. The sum of \$8,406.25 on or before September 1, 2028; and,
- C. The sum of \$8,406.25 on or before December 1, 2028; and,
- D. The sum of \$8,406.25 on or before March 1, 2029.

The sums payable for Year 05 services shall be apportioned as follows:

- ☺ \$33,625.00 for CAMA software license, maintenance and support.
- ☺ \$3,614.61 for third party software and hardware.

COMMITTEE REPORT

F-25-03

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, in FY24, the State changed the way it paid out the annual State of Illinois Elected Official Stipends to selected county officials; and

WHEREAS, under the new procedure, the State sends the stipend, \$6,500 in FY2024, to the County, and then the County pays the stipend to the elected official; and

WHEREAS, this has resulted in an unbudgeted revenue and expense in those departments where the County receives and pays out the stipend; and

WHEREAS, the County's Finance Committee recommends to the County Board to authorize budget increases to the FY2024 budget in the following General Fund lines:

Revenues:

100-200-4020	Elected Official Stipend – Sheriff	\$6,500
100-230-4020	Elected Official Stipend – Coroner	\$6,500
100-601-4020	Elected Official Stipend – Auditor	\$6,500
100-605-4020	Elected Official Stipend – Treasurer	\$6,500

Expenses:

100-200-5045	Elected Officials Stipend Payout – Sheriff	\$6,500
100-230-5045	Elected Officials Stipend Payout – Coroner	\$6,500
100-601-5045	Elected Officials Stipend Payout – Auditor	\$6,500
100-605-5045	Elected Officials Stipend Payout – Treasurer	\$6,500

And WHEREAS, this action does not represent an additional appropriation of funds by the County Board, it solely represents recognizing the increase in available expenditure funds within the General Fund's budget as the result of a change in State procedure, as well as a corresponding increase in the revenue budget; and

WHEREAS, the FY2025 Elected Officials Stipend revenues and expenditures are budgeted for the FY2025 budget;

THEREFORE BE IT RESOLVED that the County Board approve the budget increases.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Treasurer, Finance Director, and the Auditor of this action.

PASSED THIS 29th DAY OF JANUARY, 2025.

ATTEST:

Tazewell County Clerk

Tazewell County Board Chairman

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Finance Committee recommends to the County Board to authorize a budget transfer to the FY24 budget for the County Clerk; and

WHEREAS, per resolution F-24-23, passed on June 26, 2024, the Board approved "moving forward and transferring funds to his budget following the end of the year to cover from contingency any cost overtures from not budgeting this expense."; and

WHEREAS, the transfer of funds is to cover an overage for Knowink, which handles the vote by mail operations; and

- Transfer \$32,000 from Contingency (100-610-5999) to Vote By Mail Services (100-602-5298).

WHEREAS, the transfer of funds is needed to align the budget with where expenditures were incurred.

THEREFORE BE IT RESOLVED that the County Board approve the transfer of funds.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, Finance Office, the Treasurer, and the Auditor of this action.

PASSED THIS 29th DAY OF JANUARY, 2025.

ATTEST:

Tazewell County Clerk

Tazewell County Board Chairman

COMMITTEE REPORT

F-25-05

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County Clerk’s Office was awarded unbudgeted Help America Vote Accessibility grants in FY24 totaling \$148,654 which represents additional revenues for reimbursable expenses not previously included in the County Clerk’s budget; and

WHEREAS, the County’s Finance Committee recommends to the County Board to authorize the recognition of an increase of available expenditure funds and revenues within the County Clerk’s fiscal year 2024 budget as follows:

Revenues:

100-602-4100 – Federal Grants \$148,654

Expenditures:

100-602-5433 - Grant Awards \$147,345
100-602-5160 - Election Supplies \$1,309; and

WHEREAS, this action does not represent an additional appropriation of funds by the County Board, it solely represents recognizing the increase of available expenditure funds within the County Clerk’s budget as a result of the awarded grants, as well as a corresponding increase in the revenue budget.

THEREFORE BE IT RESOLVED that the County Board approve the stated recommendation.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Finance Office, the Treasurer, and the Auditor of this action.

PASSED THIS 29TH DAY OF JANUARY, 2025.

ATTEST:

Tazewell County Clerk

Tazewell County Board Chairman

COMMITTEE REPORT

F-25-06

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Finance Committee recommends to the County Board to authorize Budget Transfers to the FY24 budget for the General Fund as outlined on the attachment to this Resolution; and

WHEREAS, the transfer of funds is needed to align the budget with where expenditures were incurred.

THEREFORE BE IT RESOLVED that the County Board approve the transfer of funds.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Treasurer, Finance Director, and the Auditor of this action.

PASSED THIS 29th DAY OF JANUARY, 2025.

ATTEST:

Tazewell County Clerk

Tazewell County Board Chairman

Proposed Budget Transfers - General Fund
Fiscal Year 2024 at 11.30.24
F-25-06

Requesting Department	From	To	Amount
Public Defender	100.120.5012 Assist. Public Defenders	100.120.5000 Department Head	1,699.17
Public Defender	100.120.5012 Assist. Public Defenders	100.120.5003 Support Staff	908.57
Courts	100.130.5082 Medical Insurance	100.130.5002 Professional/Technical	12,661.33
Courts	100.130.5082 Medical Insurance	100.130.5070 Social Security	299.28
Courts	100.130.5082 Medical Insurance	100.130.5080 I.M.R.F	1,339.80
Courts	100.130.5179 Awards & Incentives	100.130.5100 Office Supplies	23.61
Courts	100.130.5179 Awards & Incentives	100.130.5162 Juror Food	38.86
Courts	100.130.5541 Office Equipment	100.130.5214 Court Reporters	2,003.50
Courts	100.130.5541 Office Equipment	100.130.5241 Legal Services	1,572.84
Courts	100.130.5292 Guardian Ad Litem Services	100.130.5241 Legal Services	9,026.10
Courts	100.130.5292 Guardian Ad Litem Services	100.130.5293 Bus Passes	6,178.42
Courts	100.130.5541 Office Equipment	100.130.5254 Psychiatric Evaluations	1,492.19
Courts	100.130.5410 Travel	100.130.5254 Psychiatric Evaluations	1,109.89
Courts	100.130.5286 Laboratory Services	100.130.5254 Psychiatric Evaluations	1,349.28
Courts	100.130.5286 Laboratory Services	100.130.5257 Counseling Services	280.68
Courts	100.130.5259 Outside Drug Testing	100.130.5257 Counseling Services	856.91
Courts	100.130.5259 Outside Drug Testing	100.130.5262 Professional Fees	244.09
Courts	100.130.5296 Psyciatric Services	100.130.5262 Professional Fees	3,542.05
Courts	100.130.5279 Judges Salary	100.130.5262 Professional Fees	212.14
Courts	100.130.5279 Judges Salary	100.130.5285 Drug Enforcement Expense	138.06
Courts	100.130.5179 Awards & Incentives	100.130.5285 Drug Enforcement Expense	176.94
Courts	100.130.5454 Mileage - Business Travel	100.130.5297 Interpreter Fees	1,955.61
Courts	100.130.5179 Awards & Incentives	100.130.5297 Interpreter Fees	413.37
Courts	100.130.5258 Electronic Monitoring	100.130.5297 Interpreter Fees	63.00
Courts	100.130.5410 Travel	100.130.5297 Interpreter Fees	308.02
Court Services	100.131.5001 Management/Supervisor	100.131.5000 Department Head	1,726.01
Court Services	100.131.5002 Professional/Technical	100.131.5003 Support Staff	15,711.21
Emergency Management	100.220.5080 IMRF	100.220.5000 Department Head	148.91
Emergency Management	100.220.5080 IMRF	100.220.5005 Part Time	1,224.17
Emergency Management	100.220.5065 Performance Incentive Plan	100.220.5005 Part Time	948.00
Emergency Management	100.220.5262 Professional Fees	100.220.5005 Part Time	353.42
Emergency Management	100.220.5080 IMRF	100.220.5070 Social Security	142.52
Emergency Management	100.220.5168 Field Supplies	100.220.5101 Small Office Equipment	294.90
Emergency Management	100.220.5135 Technical Supplies	100.220.5134 Maintenance Supplies	355.82
Emergency Management	100.220.5326 Mechanical Equip. Maint.	100.220.5322 Mobile Equipment Maint.	227.00
Emergency Management	100.220.5410 Travel	100.220.5400 Registration Fees	143.57
Community Development	100.300.5026 Building Inspectors	100.300.5003 Support Staff	1,518.02
County Administration	100.610.5082 Medical Insurance	100.610.5032 County Administrator	1,682.80
County Administration	100.610.5082 Medical Insurance	100.610.5087 Auto Allowance	150.00
County Administration	100.610.5262 Professional Fees	100.610.5287 Admn Adjunction Service	2,991.23
County Administration/IT	100.610.5100 Office Supplies	100.611.5550 Computers	3,849.26
County Administration/IT	100.610.5100 Office Supplies	100.611.5325 Computer Maintenance	88.99
Information Technology	100.611.5268 IT Consulting	100.611.5200 Software Maintenance	109,917.89
Information Technology	100.611.5268 IT Consulting	100.611.5549 Tech. Infrastructure Improv.	150,897.89
Information Technology	100.611.5551 Software	100.611.5549 Tech. Infrastructure Improv.	47,130.01
Information Technology	100.611.5551 Software	100.611.5550 Computers	40,186.99
Finance	100.613.5001 Management/Supervisor	100.613.5000 Department Head	440.39
Finance	100.613.5001 Management/Supervisor	100.613.5003 Support Staff	81.12

Requesting Department	From		To		Amount
Finance	100.613.5207	Copier Maintenance	100.613.5132	Copier Supplies	1,570.60
Finance/County Audit	100.613.5131	Computer Supplies	100.614.5247	External Audit	1,213.58
Finance/County Audit	100.613.5203	Publication/Advertising Serv.	100.614.5247	External Audit	777.25
Finance/County Audit	100.613.5400	Registration Fees	100.614.5247	External Audit	628.00
Finance/County Audit	100.613.5410	Travel	100.614.5247	External Audit	911.56
Finance/County Audit	100.613.5100	Office Supplies	100.614.5247	External Audit	475.11
External Audit	100.614.5250	GASB Reports / Consulting	100.614.5247	External Audit	180.00
Farm Operations	100.615.5166	Seed	100.615.5164	Chemicals	203.74
Farm Operations	100.615.5166	Seed	100.615.5165	Fertilizer	410.83
Supervisor of Assessments	100.620.5065	Performance Incentive Plan	100.620.5001	Management/Supervisor	166.61
Supervisor of Assessments	100.620.5065	Performance Incentive Plan	100.620.5080	I.M.R.F.	1,456.69
Supervisor of Assessments	100.620.5454	Mileage - Business Travel	100.620.5410	Travel	290.84
Board of Review	100.621.5036	Board of Review Members	100.621.5070	Social Security	778.39
Building Maintenance	100.630.5080	I.M.R.F.	100.630.5070	Social Security	1,539.33
Building Maintenance	100.630.5326	Mech. Equip. Maint.	100.630.5221	Alarm System Monitoring	3,207.00
Building Maintenance	100.630.5340	Telephone	100.630.5341	Cell Phone	4,455.47
Building Maintenance	100.630.5364	Waste Removal	100.630.5362	Water	278.65

Total Transfers - General Fund: 446,647.48

COMMITTEE REPORT

F-25-07

Mr. Chairman and Members of the Tazewell County Board:

Your Finance Committee has considered the following RESOLUTION and recommends that it be adopted by the Board:

RESOLUTION

WHEREAS, the County's Finance Committee recommends to the County Board to authorize Budget Transfers to the FY24 budget for Special Revenue Funds as outlined in the attachment to this Resolution; and

WHEREAS, the transfer of funds is needed to align the budget with where expenditures were incurred.

THEREFORE BE IT RESOLVED that the County Board approve the transfer of funds.

BE IT FURTHER RESOLVED that the County Clerk notifies the County Board Office, the Finance Office, the Treasurer and the Auditor of this action.

PASSED THIS 29th DAY OF JANUARY, 2025.

ATTEST:

Tazewell County Clerk

Tazewell County Board Chairman

Proposed Budget Transfers - Special Revenue Funds
Fiscal Year 2024 at 11.30.24
F-25-07

Requesting Department	From		To		Amount
Health Internal Service	202.650.5230	Voluntary Life	202.650.5227	EAP Program	286.02
Health Internal Service	202.650.5233	Dependent Stop Loss	202.650.5299	Stop Loss Capital Contributions	59,869.00
County Highway-Hwy Dept	211.400.5002	Professional / Technical	211.400.5001	Management / Supervisor	10,975.78
County Highway-Hwy Dept	211.400.5004	Maintenance	211.400.5140	Uniforms & Clothing	551.68
County Highway-Hwy Dept	211.400.5203	Publication/Advertising Serv.	211.400.5205	Drinking Water	106.50
County Highway-Hwy Dept/Bldg	211.400.5172	Engineering & Technical	211.401.5134	Maintenance Supplies	1,017.71
County Highway - Building	211.401.5302	HVAC	211.401.5307	Fire Extinguishers	860.55
County Motor Fuel Tax	212.400.5065	Performance Incentive Plan	212.400.5000	Department Head	3,000.00
County Motor Fuel Tax	212.400.5070	Social Security	212.400.5000	Department Head	812.19
County Motor Fuel Tax	212.400.5080	I.M.R.F.	212.400.5000	Department Head	318.69
County Motor Fuel Tax	212.400.5999	Contingency	212.400.5242	Preliminary Engineering	10,067.84
County Motor Fuel Tax	212.400.5999	Contingency	212.400.5327	Roads & Bridges	41,166.05
County Motor Fuel Tax	212.400.5999	Contingency	212.400.5530	Building Improvements	165,380.11
Township Motor Fuel Tax	213.400.5999	Contingency	213.400.5242	Preliminary Engineering	62,036.77
Township Motor Fuel Tax	213.400.5999	Contingency	213.400.5244	Construction Engineering	61,768.19
County Bridge	214.400.5242	Preliminary Engineering	214.400.5244	Construction Engineering	25,012.88
Health Department	220.500.5100	Office Supplies	220.500.5121	Professional Cert. Fees	62.50
Health Department	220.500.5100	Office Supplies	220.500.5171	Food	338.52
Health Department	220.500.5100	Office Supplies	220.500.5362	Water	576.08
Health Department	220.500.5100	Office Supplies	220.500.5405	Per Diem/Meals - Training	51.12
Health Department	220.500.5100	Office Supplies	220.500.5135	Technical Supplies	436.64
Health Department	220.500.5530	Building Improvements	220.500.5135	Technical Supplies	862.37
Health Department	220.500.5248	Single Audit	220.500.5361	Gas & Electric	4,180.43
Health Department	220.500.5102	Paper	220.500.5135	Technical Supplies	266.75
Health Department	220.500.5101	Small Office Equipment	220.500.5135	Technical Supplies	142.15
Health Department	220.500.5104	Postage & Shipping	220.500.5135	Technical Supplies	133.01
Health Department	220.500.5320	Vehicle Maintenance	220.500.5135	Technical Supplies	147.81
Health Department	220.500.5124	Data Subscription	220.500.5133	Medical Supplies	2,717.10
Health Department	220.500.5180	Program Supplies	220.500.5133	Medical Supplies	2,237.54
Health Department	220.500.5203	Publication/Advertising Serv.	220.500.5133	Medical Supplies	500.00
Health Department	220.500.5530	Building Improvements	220.500.5133	Medical Supplies	1,511.19
Health Department	220.500.5130	Fuel & Oil	220.500.5200	Software Maintenance	776.08
Health Department	220.500.5134	Maintenance Services	220.500.5200	Software Maintenance	456.34
Health Department	220.500.5167	Recognition & Awards	220.500.5200	Software Maintenance	438.05
Health Department	220.500.5400	Registration Fees	220.500.5200	Software Maintenance	608.46
Health Department	220.500.5454	Mileage-Business Travel	220.500.5200	Software Maintenance	500.54
Health Department	220.500.5262	Professional Fees	220.500.5200	Software Maintenance	299.05
Health Department	220.500.5270	Refunds	220.500.5200	Software Maintenance	155.13
Health Department	220.500.5999	Contingency	220.500.5215	Healthcare Services	3,448.44
Solid Waste Planning	221.520.5120	Assoc. Membership Dues	221.520.5177	Educational Materials	63.22
Solid Waste Planning	221.520.5131	Computer Supplies	221.520.5177	Educational Materials	100.00
Solid Waste Planning	221.520.5180	Program Supplies	221.520.5400	Registration Fees	35.66
Solid Waste Planning	221.520.5203	Publication/Advertising Serv.	221.520.5454	Mileage-Business Travel	191.27
Solid Waste Planning	221.520.5203	Publication/Advertising Serv.	221.520.5710	Transfer to Health Dept.	31.24
Solid Waste Planning	221.520.5252	Strategic Consulting	221.520.5700	Transfer to County General	1,609.69
Veterans' Assistance	230.550.5003	Support Staff	230.550.5000	Department Head	3.40
Veterans' Assistance	230.550.5100	Office Supplies	230.550.5104	Postage & Shipping	58.00
Animal Control	231.530.5133	Medical Supplies	231.530.5104	Postage & Shipping	2,400.00
Animal Control	231.530.5184	Animal Vaccines	231.530.5130	Fuel & Oil	1,200.00

Requesting Department	From		To		Amount
Animal Control	231.530.5300	Plumbing	231.530.5307	Fire Extinguishers	100.00
Animal Control	231.530.5037	Animal Control Officers	231.530.5015	On Call	1,130.00
Animal Control	231.530.5037	Animal Control Officers	231.530.5060	Overtime Premium	2,702.00
GIS	232.622.5065	Performance Incentive Plan	232.622.5002	Professional/Technical	349.65
GIS	232.622.5070	Social Security	232.622.5001	Management/Supervisor	5,113.74
GIS	232.622.5080	I.M.R.F	232.622.5001	Management/Supervisor	1,037.00
GIS	232.622.5262	Professional Fees	232.622.5200	Software Maintenance	2,669.36
American Rescue Plan	234.600.5700	Transfer to County General	234.600.5200	Software Maintenance	30,017.46
American Rescue Plan	234.600.5700	Transfer to County General	234.600.5294	Demolition/Abatement	90,000.00
Risk Mgmt & Liability	252.610.5008	Investigators	252.610.5002	Professional/Technical	3,782.22
Risk Mgmt & Liability	252.610.5008	Investigators	252.610.5007	Assist. States Attorneys	2,519.40
Risk Mgmt & Liability	225.610.5241	Legal Services	252.610.5222	General Liability Insurance	32,838.00
Risk Mgmt & Liability	225.610.5241	Legal Services	252.610.5223	Property Insurance	236.00
Risk Mgmt & Liability	225.610.5241	Legal Services	252.610.5281	Risk Management	150.00
Total Transfers - Special Revenue Fund					642,412.57