



## **Finance Committee**

Mike Harris – Chairman  
James Carius Community Room  
101 S. Capitol Street  
Pekin, Illinois 61554

Tuesday, July 22, 2025

\*immediately following Property Committee\*

- I. Roll Call
- II. Approve the minutes of the June 17, 2025 meeting
- III. Public Comment
- IV. New Business

- F-25-19 A. Recommend to Approve Budget Transfer for Community Development
- F-25-20 B. Recommend to Approve Budget Transfer for Community Development
- F-25-21 C. Recommend to Approve the Purchase of Additional Laptops from Heart Technologies

- 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, Aaron Phillips

*Minutes pending committee approval*



**Finance Committee**

James Carius Community Room

Tuesday, June 17, 2025 – 3:48 p.m.

Committee Members Present: Chairman Mike Harris, Vice Chairman Max Schneider, Eric Schmidgall, Kim Joesting, Russ Crawford, Nancy Proehl, Joe Woodrow, Deene Milam, Eric Stahl, Aaron Phillips

Committee Members Absent: Dave Mingus

Others Attending: Mike Deluhery, County Administrator

**MOTION**     **MOTION BY MEMBER JOESTING, SECOND BY MEMBER STAHL** to approve the minutes of the May 20, 2025 meeting

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

**F-25-16**     **MOTION BY MEMBER SCHNEIDER, SECOND BY MEMBER CRAWFORD** to recommend to approve a budget transfer for EMA

Emergency Management Agency Director Dawn Cook stated that they received a donation in the amount of \$600.00, and they will be using it for a weather station and other technology.

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

**F-25-17**     **MOTION BY MEMBER SCHMIDGALL, SECOND BY MEMBER CRAWFORD** to recommend to approve a budget transfer for the Sheriff's Office and Courts

Finance Director Mindy Darcy stated that this is the result of receiving grant funds. She stated that the total amount of the grant was \$41,475. She stated that the Sheriff is going to use \$23,975 for an upgrade to their arraignment system and the Courts is going to use \$17,500 for upgrades to the camera and sound system in Courtrooms 104 and 302.

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

**F-25-18**     **MOTION BY MEMBER CRAWFORD, SECOND BY MEMBER SCHNEIDER** to recommend to approve purchase of Case Management Software for the Circuit Clerk's Office

Chairman Harris stated that this is to allow the Circuit Clerk to bypass the bidding process on a software system.

Finance Director Mindy Darcy stated that there were several amendments to the Resolution, and the wrong version was put into the packet.

State's Attorney Mike Holly stated that this is to approve the board reviewing whether or not the Circuit Clerk can make this purchase without the bidding process.

Finance Director Mindy Darcy stated that the difference between the two Resolutions was that the second version had a little more substance that better showed the case of why this was not conducive to competitive bidding.

**MOTION BY MEMBER CRAWFORD, SECOND BY MEMBER WOODROW** to recommend to approve the amended Resolution to give the Circuit Clerk authority to make the purchase without competitive bidding

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

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

#### **DISCUSSION: Budget Software Process**

Finance Director Mindy Darcy stated that department heads and elected officials have their budgets and are beginning to fill them out. She stated that there have been three training sessions for the new budget software.

#### **DISCUSSION: Emergency Declaration**

Chairman Harris stated that Chairman Grimm will be recommending an emergency declaration regarding an opportunity for the County to receive additional IVRS (Illinois Voter Registration System) grant funds which has a deadline of June 20, 2025.

**MOTION** **MOTION BY PROEHL, SECOND BY SCHNEIDER** to move the Committee into Executive Session under 5 ILCS 120/2(c)(29) – Meeting Between Internal/External Auditors, Finance Committees, and Their Equivalents Regarding Internal Control at 4:10 p.m.

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

The Committee was moved out of Executive Session at 4:17 p.m.

#### **RECESS**

Chairman Harris recessed the meeting at 4:18 p.m.

(transcribed by S. Gullette)

**COMMITTEE REPORT**

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:

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**RESOLUTION**

WHEREAS, the County's Finance Committee recommends to the County board to authorize the following budget transfer for Community Development – County Farm

- Transfer \$1000.00 from Field Repairs (100-615-5163) to Chemicals (100-615-5164)

WHEREAS, the transfer of funds is necessary to reconcile the balances owed following prepayment of chemicals FY24.

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

BE IT FURTHER RESOLVED THAT THE County Clerk notified the County Board Office, Community Development, Finance, the Treasurer, and the Auditor of this action.

PASSED THIS 30<sup>TH</sup> DAY OF JULY 2025

ATTEST:

\_\_\_\_\_  
TAZEWELL COUNTY CLERK

\_\_\_\_\_  
TAZEWELL COUNTY BOARD CHAIRMAN



**COUNTY OF TAZEWELL**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

**Jaclynn Workman, Administrator**

**11 South 4<sup>th</sup> Street, Room 400, Pekin, Illinois 61554**

**Phone: (309) 477-2235 / Email: [zoning@tazewell-il.gov](mailto:zoning@tazewell-il.gov)**

**TO: Chairman Harris and Finance Committee**  
**FROM: Jaclynn Workman, Administrator**  
**DATE: June 13<sup>th</sup>, 2025**  
**SUBJECT: Transfer**

A transfer is being requested from the County Farm – Field Repairs (100-615-5163) to Chemical (100-615-5164) in the amount of \$1000.00. Chemicals are pre-paid at the beginning of the year and balance carried out throughout. When the account was reconciled for FY24 there was a deficit of \$601.30 owed for chemicals.

Invoices throughout the year show a positive balance with no payment due, however a more detailed statement provides actual cost related to each application. We will begin tracking the actual cost to reconcile the pre-pay on internally and before the close of the fiscal year.

Please feel free to contact me at your convenience if you have further questions.

JW

**COMMITTEE REPORT**

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 the following budget transfer for Community Development; and

- Transfer \$20,000.00 from Consulting (100-300-5252) to Building Code Inspections (100-300-5210)

WHEREAS, the transfer of funds is necessary to cover the cost related to the use of contractual inspectors to ensure code compliance in Tazewell County; and

WHEREAS, the increased utilization of the contractual inspectors is necessary due to the vacancy of the Building Inspector position; and

WHEREAS, these funds are available for transfer due to budgeting for a shared cost at 20% of consulting with Tri-County Regional Planning to update the Tazewell County Comprehensive Plan; and

WHEREAS, Tazewell County was not awarded the grant necessary to cover the remaining 80% of the estimated cost of consultation; and

WHEREAS, Tazewell County will not be pursuing consultation to update the comprehensive plan FY25.

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

BE IT FURTHER RESOLVED THAT THE County Clerk notified the County Board Office, Community Development, Finance, the Treasurer and the Auditor of this action.

PASSED THIS 30<sup>th</sup> DAY OF July 2025

ATTEST:

\_\_\_\_\_  
TAZEWELL COUNTY CLERK

\_\_\_\_\_  
TAZEWELL COUNTY BOARD CHAIRMAN



**COUNTY OF TAZEVELL**  
**COMMUNITY DEVELOPMENT DEPARTMENT**

**Jaclynn Workman, Administrator**

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**TO: Chairman Harris and Finance Committee**  
**FROM: Jaclynn Workman, Administrator**  
**DATE: June 13<sup>th</sup>, 2025**  
**SUBJECT: Transfer**

A transfer is requested from Consulting (100-615-5163) to Building Code Inspections (100-615-5164) in the amount of \$20,000.00. There is continued dependency on the use of contractual inspectors due to the vacancy of the building inspector position. The funds are available in the consulting line, as we had budgeted 20% (40,000.00) of the cost to consult with Tri County Regional Planning to update the Tazewell County Comprehensive Plan. Tri-County on our behalf applied for an IDOT grant that would have covered the remaining 80% (160,000) of the estimated consulting fee. Unfortunately, Tazewell County was not awarded the grant and therefore does not intend to proceed with the Comprehensive Plan updates in FY25.

Please feel free to contact me at your convenience if you have further questions.

**JW**

**COMMITTEE REPORT**

F-25-21

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:

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**RESOLUTION**

WHEREAS, the Finance Committee recommends to the County Board to approve the quote from Heart Technologies for the purchase of 27 additional laptops including required workstation equipment; and

WHEREAS, Tazewell County has a fully managed IT services agreement with Heart Technologies; and

WHEREAS, Heart Technologies manages making recommendations for equipment, obtaining pricing, preparing the equipment, deploying the equipment, and troubleshooting the equipment, making it not conducive to competitive bidding; and

WHEREAS, the cost for the purchase and deployment of 27 laptops for a total of \$58,449.06.

THEREFORE BE IT RESOLVED that the County Board approves the recommendation and authorizes the County Board Chairman to sign an agreement with Heart Technologies.

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

PASSED THIS 30<sup>TH</sup> DAY OF JULY, 2025.

ATTEST:

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Tazewell County Clerk

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Tazewell County Board Chairman





We have prepared a quote for:

**Tazewell County Government**

**Laptop Replacements 2025**

Quote # ME013907EP Version 1

Prepared by:

**Matt Eppel**

Engineered by:

**Brandi Johnson**

## Products

Description	Qty
Hp - Probook 16in - Ultra 5 Processor - 16GB RAM - 512GB SSD - Windows 11 Pro - 3 Yr Warranty	27
Hp - Wireless Keyboard Combo	27
Hp - Docking Station	27
Hp - 23.8in Monitor	54



## Laptop Replacements 2025

### Prepared by:

#### Heart East Peoria

Matt Eppel  
(309) 427-7267  
meppel@heart.net  
3105 N Main St.  
East Peoria, IL 61611

### Prepared for:

#### Tazewell County Government

Mike Deluhery  
(309) 478-5704  
MDeluhery@tazewell-il.gov  
11 S. 4th Street  
Pekin, IL 61554

### Quote Information:

#### Quote #: ME013907EP

Version: 1  
Delivery Date: 06/17/2025  
Expiration Date: 06/30/2025

## Quote Summary

Description
Laptop Replacements 2025

Total: **\$58,449.06**

## Payment Schedule

Description	Payments	Interval	Amount
Purchase Price: 50/30/20			
50% Due on Signing	1	One-Time	\$29,224.53
30% on Receipt of Materials	1	One-Time	\$17,534.72
20% on Completion	1	One-Time	\$11,689.81

## Payment Due at Signing

Description	Amount
Purchase Price: 50/30/20: 50% Due on Signing	
Total of 50% Due on Signing Payment	\$29,224.53

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

### Heart East Peoria

### Tazewell County Government

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: Mike Deluhery

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## Statement of Work

### Customer Responsibility

This job will not be taxable. Customer shall provide tax-exempt certificate.

Provide adequate space for equipment in an environment suitable for the required equipment

Provide open access to all wiring closets, panels and work areas.

Provide 110v power as needed to support this installation.

### Heart Technologies, Inc., Responsibility

Labor is included to configure, install, and test the equipment itemized in this proposal.

Installation and Configuration Labor includes:

- Install Windows 11 Professional
- Perform firmware and Windows updates to the latest stable releases
- Join to the internal Domain
- Install and configure business applications
- Connect and configure compatible peripherals (docking stations, printers, scanners, etc.)
- Migrate data from the old computer as needed
- Deploy to end user

Installation and configuration shall be coordinated with the customer to minimize downtime and will be performed during normal business hours, M-F 8:00 AM - 4:30 PM (Excluding Holidays).

Material Escalation Clause: If, during the performance of this contract, the price of materials increases significantly, through no fault of Heart Technologies, the price of quoted material shall be adjusted accordingly. Where the delivery of the quoted material or product is delayed by either manufacture or distribution supplier, through no fault of Heart Technologies, as a result of the shortage or unavailability of specific products or materials , Heart Technologies shall not be liable for any additional costs or damages associated with such delay(s).

ALL MATERIAL PRICING INCLUDED IN THIS PROPOSAL IS ONLY VALID FOR 30 DAYS.

Customer has reviewed and acknowledged statement of work. \_\_\_\_\_

## Standard Terms and Conditions

1. This proposal is in accordance with our understanding of the requirements of the project and from verbal information which we received from the Customer, or its agent, and if written plans and specifications are furnished by Customer, and HEART Technologies, Inc., (from here on referred to as HEART Technologies, Inc.) interpretation of them. HEART Technologies, Inc. assumes no responsibility as to the accuracy of such plans and specifications. It is further understood and agreed that this proposal and contract does not include any labor or materials not specifically mentioned herein. Any additional work not covered herein shall be billed as time and material.
2. Terms and amount of payment shall be those specified herein. If not specified in the proposal, payment shall be 50% down at contract signing, 30% upon receipt of materials, and the remaining 20% due upon completion of this contract where the work is completed within the same month as the billing period. Where work continues beyond a period of 30 days, or is delayed for reasons beyond the control of HEART Technologies, Inc., monthly progress payments shall be paid in an amount equal to the labor and material on a percentage of completion basis of the job covered by this contract. Payment shall be made to HEART Technologies, Inc. by the 10th of the month following the date of any billing. HEART Technologies, Inc. shall not be required to proceed with the installation of the work if the payments applying on same have not been made as specified in the contract. In the event suit is filed by HEART Technologies, Inc. to collect any Moneys due hereunder or to enforce any other provisions of the contract, the Customer agrees to pay all cost, and the attorney's fees incurred. Past Due balances shall be charged finance charges at a rate of 1.5% per month. Customer agrees to pay these charges, if for any reason payments are not received by due date.
3. Alterations or additional work ordered by Customer or his agent shall constitute an addition to this proposal, and shall be charged for on a time and material basis in accordance with the current prices shown in a locally recognized trade pricing standard, in effect at time of billing. If any additions to the contract are ordered, the amount to be paid for the same shall be determined by the Customer and HEART Technologies, Inc. at the time that they are ordered, and if they do not agree upon an amount to be paid, then the Customer shall pay a reasonable price therefor. If the change requested by the Customer shall reduce the amount of labor or material, or both, that HEART Technologies, Inc. shall furnish to the project, then the Customer and HEART Technologies, Inc. shall agree at the time that the change is requested on the amount of credit that shall be given by HEART Technologies, Inc. to the Customer, and if they do not agree upon an amount of credit then the reasonable value of the labor and material shall be credited to the Customer. HEART Technologies, Inc. shall receive written orders for all additional work or changes signed by an authorized person before proceeding with such additions or changes. However, if such written orders are not received this shall not affect the right of HEART Technologies, Inc. to receive payment as outlined above for said labor and materials so furnished. Payments for additions or changes shall be made under the same terms and conditions as are embodied in the original proposal and contract.
4. All prices quoted herein are firm upon acceptance of this proposal, and are subject to correction prior to acceptance. All written proposals are conditioned upon acceptance within time limit specified on the face of this proposal. Verbal quotations are subject to immediate acceptance and terminate the day they are made.
5. It is a condition of this proposal that all materials or devices which are supplied by HEART Technologies, Inc. for installation will be of a type that is approved for the purpose. It is further stipulated that the Customer will assume the same responsibility for any material or equipment not furnished by HEART Technologies, Inc..
6. This proposal including any plans, specifications, drawings or engineering data are furnished by HEART Technologies, Inc. to Customer in trust for determining the scope of the work to be performed and shall remain the property of HEART Technologies, Inc.. They shall be immediately returned to HEART Technologies, Inc. in the event it is not awarded the contract to perform such work. If such plans, specifications or other data are used for the purpose of obtaining other bids or in connection with the installation, the Customer shall pay HEART Technologies, Inc. for all expense in preparing such plans or other data on an engineering fee basis.
7. Unless otherwise provided herein, the amount of any present or future sales or other tax, Federal, State or City, which we now, or hereafter shall be required to pay, either on our own behalf or on behalf of the Customer, or otherwise, with respect to any labor or material covered by this proposal shall be added to the prices quoted herein and paid by the Customer in the same manner and with the same effect as if originally added hereto.
8. If the Customer shall enter into a sale or shall sell all or any part of the premises herein involved, the full amount remaining unpaid on this contract becomes due and payable within 48 hours after date of such sale or agreement of sale at the option of HEART Technologies, Inc.. Title to any of the material sold or installed hereunder by HEART Technologies, Inc. shall remain HEART Technologies, Inc. until all the terms hereof have been complied, with, and in the event such materials are affixed to realty, it is expressly understood and agreed that they shall remain personal property subject to removal by HEART Technologies, Inc. The owner, buyer and Customer hereby waive any and all claims for damage to said realty or buildings caused by the removal of said materials or any part thereof.
9. This proposal is contingent upon approval by the authority having jurisdiction. Should additions or modifications be recommended by the authority having jurisdiction, or should the scope of protection change, this proposal will be adjusted accordingly.
10. We represent that the products listed within this quotation are free from defects in material or workmanship. Any product or part, thereof, which proves to be defective in workmanship or material during a period equal to manufacturer's warranty but not to exceed twelve (12) months from the date of purchase (unless otherwise stated in the proposal) shall be replaced at no charge during normal working hours.
11. Any repairs or modifications of the system as installed by the owner, owner's representative or any third party will void the warranty as stated herein.
12. HEART Technologies, Inc. maintains the capability to service your system using our factory-trained technicians from our nearest service facility on a 24-hour emergency basis.
13. The price has been determined on the basis of straight time and normal work week. No overtime will be worked unless ordered by Customer or his representative. In the event overtime is worked, the overtime premium rates plus HEART Technologies, Inc. regular mark-up for overhead and profit will be paid as an extra.
14. Upon acceptance, it is understood and agreed that this contract cannot be canceled except by mutual consent, and then only after payment to HEART Technologies, Inc. for all labor, material and job costs plus his regular mark-up for overhead and profit.
15. This agreement, and any issues arising in connection with it, shall be governed by, and construed in accordance with, the laws of the State of Illinois.
16. This agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior proposals and all previous negotiations and agreements, representations and warranties, written or oral.

Authorization to proceed with work or issuance of purchase orders by Customer to HEART Technologies, Inc. accepting any or all parts of this proposal shall be subject to the foregoing conditions.

It is the policy of HEART Technologies, Inc. to provide equal opportunity in employment for all qualified persons and to prohibit discrimination in employment on the basis of race, creed, color, sex, age, national origin, religion, disability or veteran status.