



# Finance Committee Meeting Minutes

Lee County, Illinois

Thursday, September 12, 2024 at 9:00 AM CDT

Old Lee County Courthouse, Third Floor Boardroom, 112 E Second St, Dixon, IL 61021

*This meeting can be viewed in its entirety on YouTube using the web address below  
<https://www.youtube.com/watch?v=BGN7EBush>*

I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Jim Schielein.

II. Committee Member Roll Call: Chair Jim Schielein, Vice Chair Mike Book, Tom Kitson, Lirim Mimini, Tim Bivins, Nancy Naylor, Jennifer Dallas

Jim Schielein, Mike Book (9:06-10:08), Tom Kitson, Lirim Mimini, Tim Bivins (9:04-10:08), Nancy Naylor, and Jennifer Dallas all attended in person.

Dean Freil, Keane Hudson, and Mike Koppien (Board Members), Charley Boonstra (State's Attorney), Jeremy Englund (Administrator), Amy Johnson (Circuit Clerk), Sara Leisner (ARPA Grant Coordinator), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), Staci Stewart (Director of Probation and Court Services), Clay Whalen (Sheriff), and Becky Brenner (Board Secretary) all attended in person. Reid Mitchell (Financial Director) attended via Zoom.

During attendance:

- Paul Rudolphi reported that the second due date for real estate taxes was September 6, 2024. Roughly 2500 parcels of the roughly 29,000 parcels in Lee County will be late and that another distribution will be made around September 23rd.

III. Public Visitors

No members of the public were in attendance.

IV. Approval of Minutes from Previous Meeting(s)

**Motion** to approve the minutes from the August 15, 2024, Finance Committee Meeting and the August 20, 2024, Finance Committee Meeting - Budget Hearings (Day 3). **Moved** by Nancy Naylor. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

V. Treasurer's Monthly Financial Report

This information was presented during the Treasurer's Quarterly Finance Report below.

VI. Treasurer's Quarterly Financial Report – Presented every December, March, June, September

Paul Rudolphi reported the following information during the Treasurer's Quarterly Financial Report:

- The cash balance dropped significantly because of the August distribution or roughly \$38 million.
- When comparing revenues and expenses for this year versus last year, there is a greater deficit because the bond payment of \$500,000 was made in August this year versus September last year.
- PPRT is trending lower than the state had reported.
- Overall revenues and expenses are tracking according to budget projections.

**Motion** to approve the Treasurer's Quarterly Finance Report. **Moved** by Tim Bivins. **Second** by Nancy Naylor. **Motion** passed unanimously by voice vote.

VII. Insurance Committee and GREDCO Reports

There were no reports from the Insurance Committee or GREDCO.

VIII. Administrator Report

Jeremy wanted to thank the Department Heads, Reid Mitchell, and Paul Rudolphi for all their help during the budgeting process. The nearly \$2 million gap has been trimmed down significantly.

IX. ARPA

- A. Quarterly Report - Presented every January, April, July, October  
The next ARPA Quarterly Report will be presented in October 2024.

X. Approval of Monthly Joseph E. Meyer Resolution(s):

**Motion** to move the three (3) Joseph E. Meyer resolutions to the Executive Committee for inclusion on the September County Board agenda. **Moved** by Lirim Mimini. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

XI. Monthly Sheriff's Office Report Detailing Events Within the Department - Information Only

Clay Whelan asked that his report from Public Safety be added to the Finance Committee agenda so Board Members would be up to speed on the events happening at the Sheriff's Office. The report highlighted a significant staffing shortage.

XII. Unfinished Business

There were no items on the agenda under Unfinished Business.

XIII. New Business

A. *Budget Wrap-Up Discussion*

The committee reviewed pivot tables built out by the Treasurer's Office that gave a consolidated look at the County's **projected** figures for FY2025 including the capital fund. Additional information will be reviewed during the September 24, 2024, Finance Committee – Budget Wrap-Up and Preliminary Levy Meeting.

Before the meeting adjourned, Jim Schielein reported that the Sheriff had submitted a BAR Form for the purchase of a squad car for the Sauk Valley Community College Resource Officer. Because the topic was submitted after the agenda was posted, Jim asked the committee for a consensus regarding the

request so he could ask the Executive Committee for a vote to move the purchase to the September County Board Meeting agenda. No formal motion was made and there was no opposition expressed by the members to moving forward with the purchase.

XIV. Executive Session

There was no request for an Executive Session.

XV. Adjournment

**Motion** to adjourn at 10:08 a.m. **Moved** by Lirim Mimini. **Second** by Jennifer Dallas. **Motion** passed unanimously by voice vote.

The next Finance Committee Meeting is scheduled for  
9:00 a.m., on Thursday, October 10, 2024

Respectfully submitted by:  
Becky Brenner - Board Secretary