



Finance Committee Meeting - Budget Hearings

- Day 2 Minutes

Lee County, Illinois

Thursday, August 8, 2024 at 9:00 AM

Old Lee County Courthouse, Third Floor Committee Room, Dixon, Illinois 61021

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

Jim Schielein, Tom Kitson, Lirim Mimini (9:00-11:28), Tim Bivins, and Nancy Naylor all attended in person. Mike Book was absent.

III. Meeting Attendees and Visitors

Dave Anderson (County Engineer/Highway Department)(10:28-11:58), Jeremy Englund (Administrator), Eric Englund (Facilities Director)(9:00-10:18), Kevin Lalley (EMA Director)(9:00-9:24), Reid Mitchell (Finance Director), Paul Rudolphi (Treasurer), Clay Whelan (Sheriff)(9:00-11:28), Teri Zinke (Animal Control Administrator)(9:00-9:45), and Becky Brenner (Board Secretary) all attended in person.

IV. Approval of the Minutes from the Previous Meeting - August 5, 2024, Social Services for Senior Citizens and Finance Committee Meeting - Budget Hearings - Day 1

- A. August 5, 2024, Social Services for Senior Citizens
- B. Finance Committee Meeting - Budget Hearings - Day 1 Minutes

Motion to approve the August 6, 2024, Budget Hearings - Day 1 minutes.

Moved Tim Bivin. **Second** by Nancy Naylor. **Motion** passed unanimously by voice vote.

Motion to amend the previous motion to include the August 5, 2024, Finance Committee Meeting - Social Services for Senior Citizens Budget Hearing minutes. **Moved** by Nancy Naylor. **Second** by Tim Bivins. **Motion** passed unanimously by voice vote.

V. Old Business

There were no items under Old Business.

VI. New Business

A. Department Head Presentations

- 1. 9:00 am to 10:00 am - EMA, Animal Control, and Maintenance

a. EMA

Requests and highlights from the EMA Office: Kevin Lalley

- Salary increase of \$2,600.

- \$25,000 increase in the furniture and equipment line-item.
- \$10,500 for the Lee County Volunteer Corps.
- Capital request of \$17,275 to complete projects in the Emergency Operations Center and \$34,995 for MiniCRD.

During discussion Kevin reported that there is talk that FEMA will be reducing their distributions to the state. The state is also considering dropping the formula for funding to a flat rate.

b. Animal Control

Requests and highlights from Animal Control: Teri Zinke

- \$1,900 for an additional employee in the kennel.
- Transfer of \$8,000 from the Pet Population fund to the Officer's Salary line-item.
- Capital request of \$55,000 for an additional vehicle/truck.

During discussion Teri reported that she had an ACO that was terminated, so she will be hiring a replacement. She also reported that there will be an increase in tag and relinquish fees. Teri also explained that she didn't have a budget number but would like to epoxy on some of the kennels.

c. Maintenance

Requests and highlight from the Maintenance Department: Eric Englund

- Request for a new/additional hire. This additional employee would put the department at nine (9) total employees.
- \$5,000 for the work order software.
- Increase in the maintenance agreement line-item with the addition of a contract for the New Courts Building for HVAC and electrical.
- \$17,600 request in supplies for tools/equipment.
- \$2,000 increase for gas and oil.
- Large increases in the utility cost because of higher rates.
- An additional line-item for custodial supplies in the amount of \$10,000.

The Capital requests information will be attached to a copy of the minutes. The information includes carryover figures from FY2024 and the requested amount for FY2025.

During discussion Eric and Jeremy explained that there were two (2) employees nearing retirement age and that they would like to hire at least one (1) new employee for training before they

retire, maybe two (2). Jeremy explained that all of the County's utilities, except for the Highway Department, are paid by the Maintenance Department.

The committee took a break from 10:18 a.m. - 10:28 a.m.

2. 10:00 am to 11:00 am - *Sheriff's Department*

Requests and highlight from the Sheriff's Office: Clay Whelan

- Adjustment in part-time salary from \$150,000 to \$160,000 to increase the hourly wage to \$25 per hour.
- An additional administrative hire.
- An additional patrol officer.
- Increase of \$40,000 in the overtime budget line-item.
- Additional \$5,000 for clothing allowance.
- Additional \$5,000 in new hire costs.
- Additional \$24,000 for inmate medical.
- An increase of \$15,000 for food and meals.
- \$15,000 increase for the maintenance agreement line item for GPS monitoring.

The committee briefly discussed alternatives to the food service contract. The Capital requests information will be attached to a copy of the minutes.

3. 11:00 am to 12:00 pm - *Highway and Solid Waste*

Requests and highlight from the Highway and Solid Waste Departments: Dave Anderson

- Dave pointed out the \$20,000 soil and water transfer and a slight increase in the dumpster recycling contract under the Solid Waste fund.
- In the Highway fund, the Salary others line-item is slightly more because there will be overlap with a foreman that is retiring.
- The large number in highway construction reflects a windfarm payment received from GSB for a repower project. This payment inflates the Highway balance but will be spent out in FY2025.
- \$350,000 is plugged into the furniture and equipment line-item for a truck.

During discussion Dave reported that within the last month, he finally received the truck he ordered four (4) years ago. The two (2) cab and chassis order last year are here, but now they are waiting on the build out. Dave also explained that if he ended the FY2024 year with a surplus, he would like to purchase a truck.

VII. Executive Session

There was no request for an Executive Session.

VIII. Adjournment

Motion to adjourn at 11:59 a.m. **Moved** by Tom Kitson. **Second** by Nancy Naylor.

Motion passed unanimously by voice vote.

The next Finance Committee Meeting is scheduled for
9:00 a.m., on Thursday, August 15, 2024

Respectfully submitted by:
Becky Brenner - Board Secretary