



Finance Committee Meeting - Budget Hearings

- Day 3 Minutes

Lee County, Illinois

Tuesday, August 20, 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 Vice Chair Mike Book. Chair Jim Schielein joined the meeting at 9:54 a.m.

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

Jim Schielein (9:54-11:56), Mike Book, Lirim Mimini, Tim Bivins, and Nancy Naylor attended in person. Tom Kitson and Jennifer Dallas were absent.

III. Meeting Attendees and Visitors

Dean Freil (Board Member), Jennifer Boyd (Assessor)(10:00-10:38), Jeremy Englund (Administrator), Paul Gorski (IT Director)(9:03-9:59), Alice Henkel (Zoning Administrator)(10:24-10:52), Reid Mitchell (Financial Director), Jesse Partington (Coroner)(9:00-9:34), Nancy Petersen (County Clerk and Recorder)(10:01 10:22), Paul Rudolphi (Treasurer), and Becky Brenner (Board Secretary) all attended in person. Ali Huss (Board Member) attended via Zoom.

IV. Approval of the Minutes from the Previous Meeting

There were no minutes submitted for approval.

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 - Coroner and IT Department

Requests and highlights from the Coroner's Office: Jesse Partington

- Raise for the Coroner of \$10,000 over the next four (4) years
- \$9,000 raise in the Deputy Coroner line-item

During discussion Jesse suggested that the County invest in a morgue. Currently Lee County is paying Ogle County for cooler space.

Requests and highlights from the IT Department: Paul Gorski

- Salary increases for Officer and staff.

- Professional services increase which is primarily for increased server capacity and hosting.
- Software licensing increase for Microsoft licensing and the addition of social media integration software.
- Increase in the website line-item for scanning and analysis software, website redesign, and security.

The committee engaged in a lengthy discussion regarding cyber security.

The committee took a short break from 10:02-10:07 a.m.

2. 10:00 am to 11:00 am - County Clerk, Assessor, and Zoning

Requests and highlights from the County Clerk and Recorder's Office: Nancy Petersen

- 4% increase in salaries across the board for seven (7) employees.
- Increase in salary part-time for the election judges.

Nancy reported that recording revenue was down roughly 25%.

Requests and highlights from the Assessor's Office: Jennifer Boyd

- 5% increase in salaries across the board for employees.

Jennifer explained that the CIAO salary increase for employees with their certification is being supported by paying software licensing from the GIS fund. She reported that there were two (2) employees that had received their CIAO Certification and one (1) pending.

Requests and highlights from the Zoning Office: Alice Henkel

- \$100,000 reduction in Zoning fees due to changes mandated by the State.
- \$1,500 increase for training and conferences.
- \$75,000 previously budgeted for the comprehensive plan review will most likely be paid from the capital fund, but Alice is requesting the amount remain in her budget for contractual work and potentially a building inspector. In 2025 the County will be required to enforce building codes.

Alice explained that training and conference costs could be included in the renewable energy petitions as part of the administrative costs.

3. 11:00 am to 12:00 pm - Treasurer and County Board

Requests and highlights from the Treasurer's Office: Paul Rudolphi

- Paul reported that there were no significant changes to his budget, but he would be paying his DevNet software cost from the Treasurer's automation fund.

Requests and highlights from County Board: Jeremy Englund

- The main request for County Board was a \$75,000 increase in the full-time salary for new human resource director.

VII. Executive Session

There was no request for an Executive Session.

VIII. Adjournment

Motion to adjourn at 11.56 a.m. **Moved** by Nancy Naylor. **Second** by Lirim Mimini. **Motion** passed unanimously by voice vote.

The next Finance Committee Meeting is scheduled for
9:00 a.m., on Thursday, September 12, 2024

Respectfully submitted by:
Becky Brenner - Board Secretary