



# Finance Committee Meeting Minutes

Lee County, Illinois

Dec 15, 2022 at 9:00 AM CST

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

## I. Call to Order

Meeting was called to order at 9:03 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, Mike Book (9:17-9:44), Tom Kitson, Lirim Mimini, and Nancy Naylor attended the meeting in person. Tim Bivins (9:10-9:44) attended via Zoom video conferencing.

Also present: Mike Koppien and Dean Freil (Board Members), Wendy Ryerson (Administrator), Amy Johnson (Circuit Clerk), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), and Becky Brenner (Board Secretary) were all present in person.

Amy Johnson explained that amendments to the Pre-Trial Fairness Act had been passed. To comply with the changes included in the act, the County would be required to hold weekend court starting January 1, 2022. Many of the details regarding the changes, including employee weekend compensation, are still being worked out.

Wendy Ryerson explained that Kevin Marx, Director of LCIDA (Lee County Industrial Development Association), had announced that he would like to step back from his position. The County will be in discussions to determine their vision for LCIDA going forward.

## III. Public Visitors

There were no members of the public in attendance.

## IV. Approval of the Minutes from the Previous Meeting - (November 17, 2022)

**Motion** to approve the November 17, 2022, Finance Committee Meeting Minutes.

**Moved** by Tom Kitson **Second** by Lirim Mimini. **Motion** passed unanimously by voice vote.

## V. Treasurer's Monthly Financial Report

Paul Rudolphi presented the committee with a cash balance sheet showing the 2022 year-end fund balances. Year-end cash balance between the General Fund, Capital Fund, and Solid Waste Fund was up roughly \$2.8 million dollars over the previous year.

He explained that the County's revenues were in step with the expenses and that surplus funds were transferred to the Capital Fund.

Wendy Ryerson reported that Paul Rudolphi had suggested that the Board explore the idea of creating a fund balance policy. This policy would specify the minimum fund balance for various funds under the Board's jurisdiction.

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

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

- VII. Insurance Committee and GREDCO Reports

Nancy Naylor explained that the Insurance Committee had not met since the Fall. She talked with Tom Kitson and it was decided that they would meet at least once every quarter.

There was no report for GREDCO in December

- VIII. Approval of Monthly Resolution:

There were no Joseph E. Meyer resolutions for approval in December.

- IX. Unfinished Business

There were no items under unfinished business.

- X. New Business

- A. Family Food Basket Donation Event

Jim Schielein reported that the Chairman had been approached by multiple business that would like to donate and participate in a program to provide food baskets to those in need during the holidays. This event will be associated with the County's Social Services program. No taxpayer dollars will be expended on the project. Only donated dollars would be used and any funds remaining after the baskets were distributed would be donated to the local food pantry.

**Motion** to recommend the County's participation in the Family Food Basket Donation Event and move to the Executive Committee for inclusion on the December County Board agenda. **Moved** by Tom Kitson. **Second** by Nancy Naylor. **Motion** passed unanimously by voice vote.

- B. Appellate Prosecutor's Office Resolution

Wendy Ryerson explained that the Appellate Prosecutor's Office resolution is passed through committee every year and was included in the State's

Attorney's budget for FY2023. This resolution allows the Appellate Prosecutor's Office to assist the State's Attorney's Office with appeals and conflicts.

**Motion** to approve and move the Appellate Prosecutor's Office Resolution to the Executive Committee for inclusion on the December County Board agenda.

**Moved** by Nancy Naylor. **Second** by Mike Book. **Motion** passed unanimously by voice vote.

C. Supervisor of Safety - Sheriff Clay Whalen

Jim Schielein explained that Clay Whelan was requesting a stipend for the Supervisor of Safety role. During the April 14, 2022, Finance Committee Meeting, the stipend was eliminated. During the budget process the last few years, the committee has worked to get a handle on the number of stipends outside of individual salaries because Board Members change and the reason the stipend was approved gets lost in translation. Because the Sheriff was not able to attend the meeting, the committee agreed to table the item until January.

**Motion** to table the Supervisor of Safety item on the agenda. **Moved** by Mike Book. **Second** by Nancy Naylor. **Motion** passed unanimously by voice vote.

D. Test of Onboard Voting System

The committee tested the OnBoard Voting System for future use.

XI. Executive Session:

No executive session was requested.

XII. Adjournment

**Motion** to adjourn at 9:44 a.m. **Moved** by Lirim Mimini. **Second** by Mike Book. **Motion** passed unanimously by voice vote.

The next Finance Committee Meeting will be 9:00 a.m., on Thursday, January 12, 2023