



Finance Committee Meeting Minutes

Lee County, Illinois

May 12, 2022 at 9:00 AM CDT

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

I. Call to Order

Meeting was called to order at 9:02 a.m., by Vice Chair Arlan McClain.

II. Committee Member Roll Call: Chair Jim Schielein, Vice Chair Arlan McClain, Tom Kitson, Lirim Mimini, Doug Farster, Rick Humphrey, and Tim Bivins

Jim Schielein was absent. Rick Humphrey attended via Zoom video conferencing. All other members were present in person.

III. Meeting Attendees and Visitors

John Nicholson (County Board Vice Chairman), Marilyn Shippert and Mike Koppien (Board Members), Wendy Ryerson (County Administrator), John Simonton (Sheriff), Jason Anderson (Economic Development Director at GREDCO for / City of Rochelle), and Becky Brenner were all present in person. Andy Shaw (Zone Administrator at Lee Ogle Enterprise Zone in Rock Falls), and Sam Schmitt (Treasurer's Office Rep) attended via Zoom video conferencing.

IV. Approval of the Minutes from the Previous Meeting - (April 14, 2022)

Motion to approve the April 14, 2022, Finance Committee Meeting minutes. **Moved** by Tim Bivins. **Second** by Lirim Mimini. **Motion** passed unanimously by voice vote.

V. Treasurer's Monthly Financial Report

Paula Meyers emailed the monthly financial information to the committee members. Paula was attending the County Officials Conference so Wendy Ryerson reported that revenues and expenses were tracking as expected. Sales tax and income tax were slightly higher than what had been budgeted.

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

VII. Insurance Committee and GREDCO Reports

No reports were presented from the Insurance Committee or GREDCO.

VIII. Approval of Monthly Resolution(s):

There were no monthly resolutions for May.

IX. Old Business

A. Compensation for Lee County Board Members - Tabled in February

Motion to take the Compensation for Lee County Board Members resolution off the table. Moved by Tim Bivins. Second by Doug Farster. Motion passed unanimously by voice vote.

Motion to approve the Compensation for Lee County Board Members resolution and move to the Executive Committee for inclusion on the County Board agenda.

Moved by Tim Bivins. Second by Doug Farster. Roll call vote: *Arlan McClain - Yes, Tom Kitson - No, Lirim Mimini - No, Doug Farster - Yes, Rick Humphrey - Yes, Tim Bivins - Yes.* Motion passed by a vote of 4 yes - 2 no.

Wendy reminded the committee that the information in the resolution was a recommendation that came out of Administrative Services Committee and that the changes, if approved, would go into effect on December 1, 2022. The estimated yearly financial impact to the budget would be roughly \$14,000 and the changes were as follows:

- Per diem per meeting would increase from \$60 to \$80
- Increase in the Board Chairperson's stipend from \$6,000 to \$8,400 per year
- Adding a stipend for the Vice Chairperson of \$1,200 per year
- The addition of a stipend for Committee Chairs of \$600 per year

B. Compensation for Lee County Zoning and Planning Commission Members - Tabled in April

Motion to take the Compensation for Lee County Zoning and Planning Commission Members resolution off the table. Moved by Tom Kitson. Second by Tim Bivins. Motion passed unanimously by voice vote.

Motion to approve the Compensation for Lee County Zoning and Planning Commission Members resolution, *with an amended effective date of June 1, 2022,* and move to the Executive Committee for inclusion on the County Board agenda. Moved by Tom Kitson. Second by Tim Bivins. Motion passed unanimously by voice vote.

C. Purchasing Policy

Wendy Ryerson reported that she had worked together with Paula Meyer (Treasurer) to revise the Purchasing Policy. One of the revisions to the policy was the concept of Joint Purchasing, something the Highway Department uses. The Policy now specifically identifies agencies such as Sourcewell that can be used in lieu of the typical bidding process, because vendors have competitively bid to be a part of the organization.

Motion to take the Purchasing Policy off the table. Moved by Tom Kitson. Second by Tim Bivins. Motion passed unanimously by voice vote.

The Purchasing Policy was actually tabled in the April Executive Committee Meeting. Tom Kitson and Tim Bivins rescinded their motions

X. New Business

A. ARPA Committee Recommendations

1. Historic Dixon Theatre Funding Request

Motion to approve the recommendation from the ARPA Committee to fund the \$100,000 grant match request for the Historic Dixon Theatre and move to the Executive Committee for inclusion on the May County Board agenda. Moved by Tom Kitson. Second by Lirim Mimini. Motion passed unanimously by voice vote.

2. EDA Planning Grant - Steward/Lee County/Rochelle Industrial Area Development

Jason Anderson explained that the EDA (Economic Development Administration) has a program whereby they will fund economic development planning studies. There is a 1000 acre area South of Rochelle, in Lee County, where the City of Rochelle, Rochelle municipal utilities, and the railroads have been building infrastructure. The strategy is to have a study done of this area that would provide specific information regarding what needs to be done and where, to make the area desirable to sight selectors. Equally as important is to assure the sight selectors that there is a comprehensive plan for funding and development of the area. He went on to explain that they would like to get financial support to complete a study in this area to see where the utility easements need to lie and how a transportation plan can be developed. There is a \$250,000 grant that will fund the study that requires a 50% match. \$50,000 has been committed by the Lee Ogle Enterprise Zone Board. Jason was hoping that the County would be willing to fund the remaining \$75,000.

Motion to approve \$75,000 for the EDA Planning Grant per the ARPA Committee recommendation and move the Executive Committee for inclusion on the County Board agenda. Moved by Tim Bivins. Second by Lirim Mimini. Motion passed unanimously by voice vote.

3. IDOT RAISE Planning Grant Match for Multi-use Paths in Lee County (No Action Required Discussion for Clarity)

Wendy Ryerson explained that this request was voted on and approved by the County Board in April. The grant is a planning grant and was approved for \$5,000 toward the cost of writing the grant and up to

\$50,000 of match funding to go forward. To make sure everyone understood what transpired, she explained that due to the grant deadline the request had not been passed through the ARPA Committee. Instead it was put on the April Finance Committee agenda, approved in Finance, and moved to the County Board to be voted on before the deadline expired. The request was brought to the ARPA Committee in May for transparency sake and the committee approved the funding.

4. Lee County Sheriff's Office Requests for Starcom Radios

John walked the Committee through his request for eight (8) portable radios, ten (10) mics, two (2) new mobile Starcom radios, and two (2) refurbished mobile radios in the amount of \$24, 200. He originally intended to present a proposal in the Fall during budget hearings for a three (3) year replacement program for all of the radios, mobile and portable. Unfortunately, some of the existing radios have stopped working and cannot be repaired. He has been in contact with a company that refurbishes the exact radios that the office currently uses and he could get the requested radios for a significant reduction in cost.

Motion to approve the Sheriff's Office Request for eight (8) portable radios, ten (10) mics, two (2) new mobile Starcom radios, and two (2) refurbished mobile radios in the amount of \$24, 200 and move to the Executive Committee for inclusion on the County Board agenda. **Moved** by Lirim Mimini. **Second** by Tim Bivins. Roll call vote: *Arlan McClain - Yes, Tom Kitson - Yes, Lirim Mimini - Yes, Doug Farster - Yes, Rick Humphrey - Yes, Tim Bivins - Yes.* **Motion** passed unanimously with 6 yes votes.

XI. Executive Session:

No executive session was requested.

XII. Adjournment

Motion to adjourn at 10:12 a.m. **Moved** by Tim Bivins. **Second** By Doug Farster. **Motion** passed unanimously by voice vote.

The next Finance Committee Meeting is scheduled for
9:00 a.m., on Thursday June 16, 2022