

## **Fulton County Board- Finance & Insurance Committee Meeting Minutes**

Fulton County Board Office, 257 West Lincoln Street, Lewistown, IL 61542

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**Committee:** Finance/Insurance Committee

**Meeting Place:** Fulton County Board Office, 257 West Lincoln St., Lewistown, IL 61542

**Time:** 5:45 p m

**Date:** April 6, 2022

### **CALL IN INFORMATION:**

Call in number: 425-436-6352

Meeting code: 262 8269#

#### **1. Call to Order**

**Time:** 5:50pm

##### **Members:**

**Barry Beck** (present/xxxxxx)

**Susan Duquette** (present/xxxxxx)

**Laura Kessel** (present/xxxxxx)

**BJ McCullum** (present/xxxxxx)

**John Spangler** (present/xxxxxx)

**Lisa Thompson** (present/xxxxxx)

**OTHER BOARD MEMBERS:** Nestor Madson, Mary Deushane

**STAFF:** Cindy Simpson – Fulton County Board Administrative Assistant, Audra Miles - Comptroller

**ELECTED & APPOINTED OFFICIALS:** Patrick O'Brian – County Clerk, Julie Russell – Supervisor of Assessment, Keith Munter – Fulton County Engineer, Jeff Standard – Sheriff, Justin Jochums- States Attorney

**GUESTS:** None

**Media:** None

#### **2. Roll Call**

Roll call was taken, quorum was present

#### **3. Call for Additions/Deletions To and Approval of the Agenda**

Member Spangler pulled item 11b and 11c from the Finance agenda.

Member Thompson moved to approve the amended agenda with a second from Member Duquette.

Motion carried by roll call vote (6-0).

#### **4. Approval of Previous Minutes – March 2, 2022, March 8, 2022 and March 14, 2022**

Member Thompson moved to approve the minutes from March 2, 2022, March 8, 2022 and March 14, 2022, with a second from Member Duquette. Motion carried by roll call vote (6-0).

#### **5. Announcements, Communications and Correspondence**

Comptroller Miles discussed the budget process will start in May 2022.

#### **6. Public Comments – None**

## 7. Claims

### a. Discussion/Action: Claims

Member Thompson moved to approve the claims with a second from Member Kessel. Motion carried by roll call vote (6-0).

## 8. Transfer of Funds

- a. General Funds Transfers
- b. Other Funds Transfers

## 9. Immediate Emergency Appropriation(s)

- a. General Funds Immediate Emergency Appropriations
- b. Other Funds Immediate Emergency Appropriations

## 10. Old Business

### a. Discussion/Action: ARPA funds

Member Spangler discussed that Cole McDaniel from Spoon River Partnership for Economic Development advised that the Small Business grants have been all given out. There were ten that qualified that did not receive the grant due to the funds being exhausted.

Member Spangler discussed with the Finance committee about providing additional ARPA Funds for the ten additional Small Business Grants for \$57,500.00 to SRPED.

Member McCullum moved to approve \$57,500.00 ARPA Funds to SRPED for the additional Small business grants with a second from Member Kessel. Motion carried by roll call vote (6-0).

### b. Discussion/Action: Hiring County Administrator

Member Thompson discussed the downfall is the cost of an administrator. The county may want to consider a part time administrator or to share an administrator.

Member McCullum discussed that years ago there was an administrator and it did not work well. Clerk O'Brian discussed there are HR gaps that need to be filled. Having an administrator work on grants is not feasible as, currently all grants are included in the budget for the State of Illinois. There are some federal grants that can be applied for. A gap is a GIS coordinator and which Clerk O'Brian and the Supervisor of Assessment Julie Russell, have been working on. Clerk O'Brian stated last year the Finance committee approved funds for GIS work for GIS software. Currently Assessor Russell is working to create maps and access to data for the County Clerk. Potential work for a GIS coordinator would include tax districts, fire districts, election precincts, parcel information, tax information, street addresses to help 911. This would put the information in one central location that can be used by a multitude of entities; insurance agents, real estate agents, courthouse staff, farmers can see land use, the police department and fire department would all benefit.

Several counties have a GIS consortium. This could include: Lewistown School district, Canton School District, Farmington School District and the City of Canton, this could be used to determine what schools children would go to in the districts. This could be a cost savings to all that participated as each of the entities would pay a fee to have access to the GIS service from Fulton County.

Member McCullum asked what type of employee would be needed to fill this job and what skills would be needed. Clerk O'Brian stated a Bachelors in GIS is needed and several years of experience as a GIS coordinator.

Julie Russell discussed the Assessment department currently pays an outside source for GIS assistance. A GIS Coordinator could trouble shoot problems or issues and would be a great asset to Fulton County.

The approximate GIS salary would be \$80,000.00 to \$85,000.00 per year. The GIS program at Western Illinois University is a great program. Member Kessel asked for a one-page document of possible funds that would be received toward the salary of a GIS coordinator.

The Highway department would use and benefit from GIS too.

Sheriff Standard discussed the previous administrators did not work for Fulton County. The administrator had no authority over elected official to hire or fire an employee. HR is another issue. Fulton County hired an auditor that does grant work. Is the Administrator going to eliminate the Comptroller's job? Member Thompson stated this is not to eliminate anyone's job, this is to help Fulton county to run smoother. Sheriff Standard stated he worked on a long range planning committee but nothing come of that as no one on the committee would follow through with the plans. Member Thompson discussed Lee County is of similar size to Fulton County and Lee has an administrator. Member Thompson stated there are some gaps in HR and legislative issues that need to be filled and an administrator would be beneficial. Chairman Clark discussed the Fulton County Board members per diem will increase in December due to the board being reduced to 15 and the additional duties board members will have. If an administrator is hired, the Fulton County Board members would not need a higher per diem as the duties would be reduced or taken over by the administrator. Member Kessel discussed the possibility of looking into a Program Coordinator or Project Manager as this could be the answer to fill the gaps and would cut the cost considerably for an administrator for Fulton County.

## 11. New Business

### a. **Discussion/Action:** Setting of Salaries for County Clerk

Member Spangler discussed the County Clerk's current salary is \$62,000.00.

The Finance committee needs to set the new salary for the next four years.

County Clerk O'Brian stated in the first four years of Jim Nelson's salary in 2006 was \$53,500.00. With the current rate of inflation 2 percent over 16 years, the currently County Clerks salary would be \$75,792.00. Clerk O'Brian stated the Fulton County Board reset the salary at \$62,000.00 for 2022 when Jim Nelson was to retire and the salary is not an unexpected drop.

Member Kessel stated the elected officials are high functioning officials and work hard at their jobs. The officials are all working 40 plus hours a week.

Member McCullum discussed the Treasurer has always been paid less money. Whatever the committee decides both the Treasurer and County Clerk's salary should be equal.

Member Thompson stated ten counties around Fulton County of similar size, and some of the counties pay the Circuit Clerk, Treasurer and County Clerk the same salary and a couple of counties included the Assessor at the same salary. The average salary for 10 counties for the; Treasurer is \$69,767.00, the County Clerk \$69,060.0. UCCI recommended salary is \$67,000.00 for the Treasurer and the County Clerks positions.

UCCI legal opinion states the duties of elected offices are set by statue and the salary is based on the performance of the duties associated and mandated for the office and the pay is not based on the experience of the individual.

The Finance Committee will discuss at the April 12, 2022 meeting.

### ~~b. **Discussion/Action:** Setting of Salaries for County Treasurer~~

### ~~c. **Discussion/Action:** Setting of Salaries for Sheriff~~

Sheriff Standard stated there is legislation pending in the house that would standardize the Sheriff's salary. The Sheriff's salary would be 80% of the States Attorney's salary.

### d. **Discussion:** DaCott Energy

Information was provided to the Finance Committee regarding the gas and electric contracts.

The forecast for this spring is to increase about 60%. Elia Streltsov from DaCott energy is planning to attend the next Finance meeting on April 12, 2022 to discuss all the details and answer any questions.

**12. Transit**

a. **Discussion/Action: Resolution:** Transit CVP (vehicle) Grant

Comptroller Miles discussed this is a grant is to replace two older vehicles for rural transit. Comptroller Miles discussed that four catalytic converters were stolen off vehicles from Fulton County Rural Transit last week.

Member Beck moved to approve the resolution with a second from Member Duquette. Motion carried by roll call vote (6-0).

13. **Treasurer's Report** – None

14. **Assessment Report** – None

15. **Executive Session:** None

16. **Misc. - None**

17. **Adjournment**

**Time:** 6:55pm

Member Kessel moved to adjourn the meeting at 6:55pm with a second from Member Duquette. Motion carried by roll call vote (6-0).

APPROVED MAY 4, 2022