

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: March 2, 2022

CALL IN INFORMATION:

Call in number: 425-436-6352

Meeting code: 262 8269#

1. Call to Order

Time: 5:46pm

Members:

Barry Beck (present/xxxxxx)

Susan Duquette (present/xxxxxx)

Laura Kessel (present/xxxxxx) by phone

BJ McCullum (xxxxxx/absent)

John Spangler (present/xxxxxx)

Lisa Thompson (present/xxxxxx)

OTHER BOARD MEMBERS: Nestor Madson, Mary Deushane, Cindy Arnett

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

ELECTED & APPOINTED OFFICIALS: Staci Mayall-Treasurer, Patrick O'Brian – County Clerk

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 Thompson moved to approve the agenda with a second from Member Duquette. Motion carried by roll call vote (5-0).

4. Approval of Previous Minutes – February 22, 2022 – No minutes presented

5. Announcements, Communications and Correspondence - None

6. Public Comments – None

7. Claims

a. Discussion/Action: Claims

Member Thompson discussed for the Bellwether claim for \$10,000.00. Member Thompson stated there was a contract or agreement from Bellwether when the second payment is due from Fulton County but was not sure of the due date.

Member Duquette inquired when the payment to Bellwether was made in 2021. Treasurer Mayall stated the payment for Bellwether was made July 16, 2021 for \$10,000.00.

Member Spangler asked that the contract or agreement be reviewed for the agreed upon payment date. The Finance Committee will review the claim for Bellwether at the March 8, 2022 meeting.

Member Thompson moved to approve the claims with a second from Member Beck. The first and second was rescinded.

Member Duquette moved to approve the claims except the Bellwether claim with a second from Member Beck. Motion carried by roll call vote (5-0).

8. Transfer of Funds

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

9. Immediate Emergency Appropriation(s)

- a. General Funds Immediate Emergency Appropriations
 - i. **Discussion/Action: Resolution:** \$21,822.00 Immediate Emergency From: Unappropriated Funds in the General Fund To: #001-064-585132, Fulton County Covid Expense

This resolution is to clean up the reimbursements from Cures 1.0.

Member Thompson moved to approve the resolution with a second from Member Beck. Motion carried by roll call vote (5-0).

- b. Other Funds Immediate Emergency Appropriations
 - i. ~~**Discussion/Action: Resolution:** \$50,000.00 Immediate Emergency From: Unappropriated Funds To: #087-143-595903, Administrative Cost Pulled~~

Treasurer Mayall stated this is for SRPED for administrative costs associated with the small business grants and the work that is being done.

Comptroller Miles discussed there is an existing ARPA line item that the funds are coming from and this should be a line transfer.

- ii. ~~**Discussion/Action: Resolution:** \$700,000.00 Immediate Emergency From: Unappropriated Funds To: #087-143-595905, Small Business Covid Grant~~

Treasurer Mayall discussed pulling this resolution and revising the resolution for the March 8, 2022 Finance meeting agenda.

10. Old Business

- a. **Discussion/Action:** ARPA funds

Member Spangler discussed all the ARPA items that have been approved and what approved projects the Finance committee would like to send to the Fulton County Board.

Member Spangler discuss the Highway building needs to be approved as contracts will need to be signed and the start of the building will most likely be the Spring of 2023.

Treasurer Mayall discussed the current total of approved ARPA projects by the Fulton County Board is \$1,455,000.00.

Member Thompson discussed the Fulton County Board needs to approve the dollar amount for the Highway department as the dollar amount could change until the building contract is signed.

Member Duquette moved to approve the \$2,000,000.00 of ARPA Funds being used toward a new Highway building with a second from Member Thompson. Motion carried by roll call vote (5-0).

11. New Business

a. **Discussion/Action:** Hiring County Administrator

Member Thompson discussed the need for a County Administrator. Member Thompson provided documents to start the conversation and to list some of the responsibilities that will help to fill in the gaps for the Fulton County Board.

Member Thompson discussed the need for property and a long term plan for capital projects, contracts, RFP's and support of the Fulton County Board.

An employment evaluation of Appointed Officials should be done yearly and goals set with these individuals.

An administrator will assist in performing some of the board's functions and would be a liaison between the Fulton County Board, Elected Officials and Appointed Officials. This is not about taking control of department heads or Elected Officials' offices.

Member Thompson stated a professional that has budget knowledge would be very beneficial to the county.

Member Beck inquired about policy. Member Thompson stated the administrator would hopefully keep the legislative policies updated and implemented for the County.

Member Thompson discussed the documents are just a guide and a starting place and the documents can be changed or modified.

Member Thompson discussed in the ordinance a list of job responsibilities is listed.

Member Spangler would like the documents distributed to all the department heads for their feedback.

Member Thompson feels an administrator provides a seat at the table for the Fulton County Board.

O'Brian discussed what the deficiencies are that are being seen by the Fulton County Board to necessitate the hire of a County Administrator. Member Thompson stated there are deficiencies in grant writing, building a plan for the future of Fulton County, keeping projects up to speed, infrastructure of the county and keeping policies updated.

Member Beck suggested looking at an economic developer at a much lower salary.

Member Kessel suggested looking a program or project coordinator.

Member Spangler discussed there is lots of work to be done and the Finance committee will review this again at the April 6, 2022 Finance meeting.

b. **Discussion/Action:** Approval of Township Billing for 2021 Assessment Work

Member Thompson moved to approve the Township Billing for 2021 assessment work with a second from Member Duquette. Motion carried by roll call vote (5-0).

12. Transit

a. **Discussion/Action: Resolution:** Authorizing Execution and Amendment of Section 5311 Grant Agreement

Member Beck moved to approve the resolution with a second from Member Thompson. Motion carried by roll call vote (5-0).

b. **Discussion/Action:** Ordinance to Provide Public Transportation in Fulton County

Member Thompson moved to approve the ordinance with a second from Member Duquette. Motion carried by roll call vote (5-0).

13. Treasurer's Report

Treasurer Mayall reported County General expenditures of \$821,810.18 and revenue is \$766,830.14. The February deficit is \$54,980.04.

Treasurer Mayall discussed the other bank accounts issues and will have a resolution to create the funds at the next meeting.

14. **Assessment Report** – None

15. **Executive Session:** – None

16. **Misc.** – None

17. **Adjournment**

Time: 6:43pm

Member Beck moved to adjourn the meeting at 6:43pm with a second from Member Thompson.
Motion carried by roll call vote (5-0).

APPROVED APRIL 6, 2022