

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 pm

Date: November 2, 2022

CALL IN INFORMATION:

Call in number: 425-436-6352

Meeting code: 262 8269#

1. Call to Order

Time: 5:47pm

Members:

Barry Beck (present/xxxxxx)

Susan Duquette (present/xxxxxx)

Laura Kessel (present/xxxxxx) - by phone 5:48pm

BJ McCullum (xxxxxx/absent)

John Spangler (present/xxxxxx)

Lisa Thompson (present/xxxxxx)

OTHER BOARD MEMBERS: Roger Clark

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

ELECTED & APPOINTED OFFICIALS: Patrick O'Brian – County Clerk, Julie Russell – Supervisor of Assessment – by phone, Charlene Markley – Circuit Clerk, Patrick O'Brian- County Clerk

GUESTS: Dan Kiesewetter – Kiesewetter Insurance Agency, LLC

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 moved new business #d after claims.

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

4. Approval of Previous Minutes September 29, October 5 and October 11, 2022

Member Beck moved to approve the minutes from September 29, October 5 and October 11, 2022 with a second from Member Thompson. Motion carried by roll call vote (5-0).

5. Announcements, Communications and Correspondence – None

6. **Public Comments – None**
7. **Claims**
 - a. Discussion/Action: Claims

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

8. **New Business**
 - d. **Discussion/Action:** 2022-2023 Property Casualty Insurance renewal

Dan Kieseewetter discussed the summary sheet for the Property Casualty Insurance and included the loss run with the 5 year history and the ICRMT was discussed. Dan discussed the package information which is all other insurance. The package premium increased \$52,444.00 due to increased building costs for the Clayberg and general liability, law enforcement liability, auto and claims activities for the county. The workers compensation premium decreased approximately \$30,495.00 due to good claims experience for the past 3 years. An alternate work compensation quote from ICMRT was received and the quote was not competitive. A package quote was solicited from Houston Casualty Company Public Risk, they declined to provide a quote due to the county owned nursing home. Risk Placement Services Gallagher declined to provide a quote due to the claims history. The county is experiencing the benefits of being insured in a public entity pool where all members share the burden of the county's bad claims history. Dan stated the cost to repair vehicles is up and this added to the increased premium. A safety grant was awarded for 2023 of \$38,904.00. The only restriction to use the funds is the funds need to be used for safety equipment.

Member Beck moved to approve the 2022-2023 Property Casualty Insurance renewal with a second from Member Thompson. Motion carried by roll call vote (5-0).

9. **Transfer of Funds**
 - a. General Funds Transfers
 - b. Other Funds Transfers
 - i. **Discussion/Action: Resolution:** \$10,000.00 From: #046-102-510303 Salary – Camping & Rec Labor, To: #046-102-540-565424 Campground Maintenance & MGMT

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

10. **Immediate Emergency Appropriation(s)**
 - a. General Funds Immediate Emergency Appropriations
 - b. Other Funds Immediate Emergency Appropriations
11. **Old Business**
 - a. **Discussion/Action:** ARPA
 - Ellisville Opera House

Member Spangler stated he was not aware of the letter received from the Ellisville Opera House.

The letter was received by the Fulton County Board Chairman Clark from the Ellisville Opera House. Member Thompson stated the Finance Committee previously gave the Opera house \$30,000.00 from the ARPA Funds. The current request is for an additional \$20,000.00 to complete the elevator project. Member Thompson discussed if the Finance committee starts giving out inflationary costs from the ARPA Funds the county projects that need to be done will not be done. Chairman Clark stated the Opera house originally asked for \$100,000.00 for the elevator project. Member Spangler discussed in October 2022 there was a play with over 30 kids performing in a play and there were over 200 people in attendance for each performance each night.

Member Duquenne moved to approve the \$20,000.00 of ARPA funds to the Ellisville Opera House elevator project with a second from Member Beck. Motion carried by roll call vote (3-2) with Members Kessel and Thompson voting nay.

- b. **Discussion/Action: Resolution:** FY2023 Non-Union Raises for Assistant State's Attorneys, Comptroller, ESDA Director, Assistant Public Defender, Circuit Clerk, Supervisor of Assessments, Animal Control Assistants, Court Security Officers, Courts Administrative Assistant, County Board Administrative Assistants and Public Defender Administrative Assistants.

Member Thompson stated she did work on the salaries for a 3% raise and all the non-union employees came out better with the salary adjustments and 2% raise versus a flat 3% raise. Member Thompson stated the 3 employees: Court Security, Comptroller and ESDA director did not get a salary adjustment and only received a 2% salary increase.

There were other employees that received an increase in pay and a longevity increase plus a 2% raise.

The Zoning officer set the precedent with a 3% raise. However in comparing the Zoning officer's salary to the union pay scale, the Zoning officer is below the union salary. Member Thompson discussed the Zoning officer's salary is on the low range of pay compared to other counties. Member Thompson discussed the Assistant States Attorneys' salaries are on the higher end of the pay scale and the States Attorney did recommend a 2% raise for the Assistant States Attorneys.

Member Thompson moved to approve a 3% raise for ESDA Director, Comptroller and Court Security with a second from Member Duquenne. Motion carried by roll call vote (5-0).

12. New Business

- a. **Discussion/Action:** Child Advocacy Center Grant

Comptroller Miles discussed the county has collected monies for the CAC but has not disbursed any of the funds. Miles discussed amending the budgeted amount for Child Advocacy, currently the fund has \$500.00 budgeted and the current balance in the fund is \$4,300.00. Member Thompson suggested increasing the budget amount for the Child Advocacy grant to \$1,500.00. Miles discussed part of the funds come from the Circuit Clerks office for the Child Advocacy Center fund.

The committee amended the expenditure and revenue in the FY23 budget for the Child Advocacy Center grant to \$1,500.00.

Comptroller Miles will confirm with States Attorney Jochums for any action and agreement that may be needed for the Child Advocacy Center Grant.

- b. **Discussion/Action: Resolution:** Create Fund 099 – Local Assistance Tribal Consistency Fund

Treasurer Mayall discussed that this is cleaning up and creating a fund for the moneys being received from the Local Assistance Tribal Consistency funds.

Member Spangler discussed Treasurer Mayall received a letter from Bellwether to assist in managing the funds. The Finance committee agreed to have Treasurer Mayall manage the funds.

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

c. **Discussion/Action: Resolution:** Create Fund 098– Opioid Settlement Fund

Treasurer Mayall discussed the settlement from Opioid settlement is \$27,157.49. Treasurer Mayall discussed there are specific uses for the funds and the Finance committee will need to be decide.

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

d. **Discussion/Action: Resolution & Contract:** Guardian Ad Litem FY2022-2023

Member Thompson inquired if this is more than one attorney's fees in this fund 024. The 9th Judicial raised the attorney fees from \$85.00 per hour to \$125.00 per hour.

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

e. **Discussion/Action: Resolution & Contract:** Other Appointed Counsel FY2022-2023

The current contract is \$52,000.00 with a 16% increase due to attorney fees being increased and the number of cases being handled.

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

f. **Discussion/Action: Resolution:** Trustee Parcels

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

13. **Safety – Liability Insurance Risk Management** – nothing to report

14. **Budget**

a. **Discussion/Action:** FY23 Budget

Comptroller Miles discussed the General Fund changes to reduce by \$7,700.00 the GIS contractual expense due to the suspension to the healthcare cost to GIS and reduces what the General Fund contributes. The website update will be paid for with ARPA funds and not from the General Fund. The additions to the General Fund are the raises of 3% to the ESDA Director, Comptroller and Court Security.

Miles suggested increasing revenue for PPRT, video gaming and public safety tax. Miles discussed the current PPRT is \$4.7million and current budgeted amount for FY23 is \$3.5 million. Member Thompson suggested to increase the PPRT based the State of Illinois projection to \$4 million in FY23. The Finance committee agreed to increase the PPRT for FY23.

The health insurance will be the biggest cost factor in the FY23 budget.

Miles discussed the other funds, Highway and Health department the GIS contractual was reduced. The salary for the Highway Department will be \$225,000.00. The Recorder's Automation fund reallocated partial salary from GIS fund of \$15,000.00. This will reduce the revenue from GIS due to the proposed suspension of Health care costs to the General Fund.

The Liability Insurance renewal will change from \$672,000.00 to \$694,000.00.
The Child Advocacy Fund revenue and expenditure will change from \$500.00 to \$1,500.00.
The Camping and Rec Assistant, there has not been any information received regarding the salary from the labor attorney. Member Thompson stated this is a union position and should following the union contract. The increase should be a 2% minimum and this position is a part time job.
The 2 newly created funds, Opioid Fund and the Tribal Fund, have been added to the budget.
Treasurer Mayall discussed the \$400,000.00 of ARPA Funds that have cleanup that is being worked on.
Member Thompson inquired if the food for the prisoners was updated after the bid was received. Miles stated the current price went down from the price in FY22, however currently the line item is over budget.

15. Transit

a. **Discussion/Action:** Approval of Sale of Fulton County Rural Transit Van #1 (retroactive) Comptroller Miles discussed the van was sold and the check was received by Fulton County. The Finance committee needs to approve the sale to distribute the funds.

Member Beck moved to approve the Sale of Fulton County Rural Transit Van #1 (retroactive) with a second from Member Duquette. Motion carried by roll call vote (5-0).

b. **Discussion/Action: Resolution:** Authorizing Execution and Amendment of Federal 5311 Grant Agreement

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

16. Treasurer's Report

Treasurer Mayall contacted the Cuba School District and will be invoicing for the payback on the bond payment of \$200,000.00. The bond payment needs to be repaid to Fulton County prior to November 30, 2022. The end of the Tax Cycle for levy 2021 is complete.

There are a lot of line transfers and resolutions to clean up line items for departments with the fiscal year ending November 30, 2022. It is important that everything is reconciled, as Fulton County does not want a finding in the audit.

17. Assessment Report

Supervisor of Assessment Julie Russell, discussed levy year 2022 is starting and Russell will start to publish all townships on November 30, 2022. The due date of January 9, 2023 by 4:00pm all complaints will need to be received by the Assessment office. This year Russell will only be publishing in the Fulton Democrat and the South Fulton Argus, as each have a circulation of 1800. The MTAD redistricting will be completed on November 15, 2022 with the pending the minutes being approved from the public hearing.

PTAB (Patent Trail and Appeal Board) cases for Peterson Health Care a decision was received and the Supervisor of Assessment Russell won the case for Fulton County.

Giant Goose Ranch is on the tax rolls and added \$1.5 million for the AV for Fulton County.

18. **Executive Session** – None

19. **Misc.** –

Member Thompson discussed the payroll software and currently the software is on sale and the county is waiting on the new quote for the software.

County Clerk O'Brian gave an update on the website and will be receiving mock ups for review. The budgeted amount of \$11,000.00 for the website updates should be complete soon. O'Brian stated

there are funds that were previously allocated and the fees will be approximately \$2,000.00 less than anticipated for the website overhaul.

The update includes 2 years of premium hosting, training, and a new look on the Fulton County website. The department heads are sending updates that need to be made for each department. Website 309 will be used to complete all updates to the Fulton County Website. The Fulton County will continue to use the Word press software.

Member Thompson inquired about the digitized records for the county board. Clerk O'Brian stated the record in the state archives were completed this week. The remaining documents will take approximately 2 years to complete the project.

20. Adjournment

Time: 7:18pm

Member Duquenne moved to adjourn at 7:18pm with a second from Member Beck. Motion carried by roll call vote (5-0).

APPROVED DECEMBER 7, 2022