

**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:** December 7, 2022

**CALL IN INFORMATION:**

Call in number: 425-436-6352

Meeting code: 262 8269#

**1. Call to Order**

**Time:** 5:45pm

**Members:**

**Barry Beck** (present/xxxxxx)

**Jared Heller** (present/xxxxxx) – By Phone

**Laura Kessel** (present/xxxxxx)

**BJ McCullum** (xxxxxx/absent)

**Brian Platt** (present/xxxxxx)

**Lauren Southwood** (present/xxxxxx)

**Lisa Thompson** (present/xxxxxx)

**OTHER BOARD MEMBERS:** John Spangler

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

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

**GUESTS:** Jack and Debbie Link

**Media:** None

**2. Roll Call**

Roll call was taken, quorum was present

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

Cindy Simpson, Administrative Assistant, pointed out a scrivener's error on New Business b. the dollar amount should be \$38,904.00.

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

**4. Approval of Previous Minutes** November 2, November 14, & November 15, 2022

Member Kessel moved to approve the minutes from November 2, November 14 & November 15, 2022 with a second from Member Beck. Motion carried by roll call vote (6-0).

**5. Announcements, Communications and Correspondence - None**

**6. Public Comments**

Name: Jack Link, Mayor Ellisville

Address: Ellisville, IL

Topic: ARPA Funds

Mr. Link discussed the needs for a newer truck for Ellisville. The current truck needs extensive repairs and no one has the proper license to operate the truck. Mr. Link presented 3 bids for trucks from Art Hossler Auto Plaza of \$33,492.00, Woodrum \$46,765.68 and Kunes \$45,550.00.

Mr. Link discussed the main street County 17 in Ellisville needs oil and chip sealcoat. The cost estimate is from Johnson Trucking and Blacktopping of \$67,622.04, and this is A-2 oil and chips sealcoat. Mr. Link explained Main Street is part of County 17 and semi and heavy trucks use County 17. Ellisville does not have the funds for resurfacing or oil and chip or a complete resurfacing of Main Street or County 17. The cost is approximately \$400,000.00.

**7. Claims**

- a. Discussion/Action: Claims

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

**8. Transfer of Funds - None**

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

Comptroller Miles discussed the transfer forms do not require board approval as the funds are within the budget but are being transferred to a different line item. The exclusions are personnel, salary, insurance and capital that require board approval.

**9. Immediate Emergency Appropriation(s) - None**

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

**10. Old Business**

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

Member Thompson inquired if Ellisville is the only ARPA request. Member Thompson explained the ARPA Funds to the new Finance committee members. Fulton County received \$6.6 million from the US Treasury. There have been many community projects, small business grants and other community projects the funds have been allocated for.

Treasurer Mayall provided an information list of all the ARPA Funds projects. The information provided the amount allocated for the projects and the projects' approval date. The current ARPA Funds approved is \$6,274,400.00, and includes \$30,000.00 for Canton Union School District, which is on the board agenda for the December 13, 2022 meeting for approval. Mayall stated the county has until the end of 2024 to allocate all of the funds and needs to spend the funds by the end of 2026.

Treasurer Mayall provided financial information on the interest earned on the ARPA funds. The interest earned in 2021 was \$8,513.34 and interest earned in 2022 is currently at \$42,562.13, for a total of \$51,075.47. The ARPA funds interest has not been allocated.

Member Thompson discussed the Finance committee has two items on the board agenda for approval, one for the Canton Union School District #66 of \$30,000.00 and the second item is to allocate all remaining ARPA funds for capital projects for the county. This would use all the remaining ARPA funds. Member Thompson stated there could be additional ARPA funds available if projects fall

through that were previously approved. The ARPA funds have to be used for approved specific projects.

Member Kessel inquired if Ellisville received ARPA funds. Mr. Link stated Ellisville received two payments of \$6,000.00.

Supervisor of Assessment Julie Russell inquired if Ellisville receives the email for the quarterly Mayors meetings from the County Clerk. Mrs. Link stated they do not use email that often and could have missed the information about the Mayors' meetings. Russell stated there is a lot of great information for vendors that can be used to help cut costs at the Mayors' meeting.

Chairman Spangler stated he will contact the Fulton County Engineer regarding the County 17 and who maintains the road through Ellisville. Chairman Spangler suggested Ellisville hire someone for snow removal. This would eliminate the fuel cost, maintenance, insurance and salary charges.

Member Kessel stated the only other ARPA funds would be the interest earned.

Treasurer Mayall inquired what the status is for the Bryant Storm water project. Clerk O'Brian stated Bryant received bids on the project and Bryant is approximately \$41,000.00 short of the funds needed to complete the project. The Village of Bryant has a meeting on what the village will do about the additional funds needed for the project. Clerk O'Brian did share the county does not have any extra funds for the remaining cost of the project and the village would need to obtain any additional funding on their own.

Member Thompson suggested tabling any other ARPA fund allocations until after the December 13, 2022 Fulton County Board meeting, due to the two items on the board agenda will use the remaining ARPA Funds.

## 11. New Business

### a. Discussion/Action: Procurement Card

Treasurer Mayall discussed the Procurement card application for Sheriff Jon Webb and Lieutenant Christopher Ford have been processed. The limit on each card is \$5,000.00.

Member Kessel moved to approve the procurement cards for Sheriff Webb and Lieutenant Ford with a second from Member Beck. Motion carried by roll call vote (6-0).

### b. Discussion/Action: IPRF Safety Grant ~~\$6,099.00~~ \$38,904.00

Clerk O'Brian stated the grant is three time more than 2021 and the grant needs to be used by December 2023. Clerk O'Brian will provide a list of acceptable uses for the grant. Member Thompson suggested sending the department heads a note asking what the needs are. Clerk O'Brian will provide the information to Fulton County Administrative Assistant Cindy Simpson to send out.

### c. Discussion/Action: Sentinel – Webex subscription and fees

Comptroller Miles discussed the webex license fees. Webex is used for the Fulton County Board meetings as the virtual meeting platform. Miles became aware of an outstanding bill that was lost in the mail for 2022. County Clerk O'Brian had computer funds available and paid the invoice for 2022. Miles inquired if the new board and committees want to use Webex and discussed the renewal fee for Webex is \$1,758.00 for 5 licenses. Currently 2 of the licenses are being used by the Fulton County Board and one by Chris Helle for ESDA. Miles inquired who is going to pay the license fee as the fees are not in the FY23 budget.

Member Kessel inquired with Supervisor of Assessment Julie Russell who is using Zoom, if she is paying for Zoom personally. Russell stated when using Zoom meetings she has the other counties set the meeting up to keep from paying for the fees.

Member Kessel stated the county needs to agree on either Webex or Zoom for virtual meetings to meet everyone's needs. Member Kessel stated Webex is what the State of Illinois uses. Member Thompson inquired what the cost for Zoom is. Circuit Clerk Markley stated Zoom is \$150.00 per license, Markley is familiar with the cost as each of the court rooms has Zoom. Member Kessel stated Webex is a secure vendor for virtual meetings. Webex was initially used by Chris Helle due to security concerns with virtual platforms.

Miles discussed what fund to pay the Webex fee from. Clerk O'Brian stated he would use the Computer fund to pay for the Webex licenses fee.

Member Beck moved to approve Webex for virtual meetings and the fees will be paid from the computer fund in the County Clerk's budget with a second from Member Kessel. Motion carried by roll call vote (6-0).

**d. Discussion/Action: Trustee Parcels - Tabled**

Member Thompson asked about parcel for Tabitha Peak. The verbiage states, Fulton County is authorized to execute a deed of conveyance of the county's interest or authorize the cancellation of the appropriate certificate. Treasurer Mayall will check and confirm the verbiage is correct and present the finding at the Finance meeting on December 13, 2022.

**12. Safety – Liability Insurance Risk Management**

County Clerk O'Brian discussed Sheriff Standard secured a grant for \$10,000.00 for body cams. Ben Harmony will present the check to the Sheriff's office December 8, 2022.

**13. Budget**

Member Thompson inquired if the bound budget books have arrived. Miles reported only 10 budget books were been ordered due to the cost.

**14. Transit - None**

**15. Treasurer's Report**

Treasurer Mayall stated the finance reports were sent out on December 2, 2022. The FY22 budget has been closed out and FY23 budget is up and running.

Treasurer Mayall reported for November, County General expenditures were \$960,084.23 and revenue was \$1,066,013.45. The Surplus for November is \$1,005,929.22. The current yearly surplus in County General is \$3,769,406.87.

The PPRT (Personal Property Replacement Tax) for FY22 was budgeted at \$2.1 million and the actual amount received by Fulton County is \$4,723,578.70. The PPRT is distributed 8 times a year by the State of Illinois.

The audit for Fulton County will start the first week of January 2023.

**16. Assessment Report**

Supervisor of Assessment Julie Russell, discussed the Covid pandemic housing market and how this affected the housing market in Fulton County. As the clerk of the Board of Review, Russell has been preparing for complaints that are coming in and to assure the county is in complete compliance with the Open Meetings Act.

Assessments were published November 30, 2022 and complaints are due in the Assessment office by January 9, 2023.

The property multipliers are determined by the housing market and range from 4.03 to 17.82%. The multiplier is determined by the house sales in 2019, 2020 and 2021. Russell stated housing sales stalled midyear 2022 due to the interest rate increase.

Russell discussed the Assessment office has two field employees for the 26,000 Parcels in Fulton County.

17. **Executive Session** - None

18. **Misc.** - None

19. **Adjournment**

**Time:** 7:03pm

Member Southwood moved to adjourn at 7:03pm with a second from Member Beck. Motion carried by roll call vote (6-0).

APPROVED JANUARY 3, 2023