

COMMITTEE REPORT

COMMITTEE: Finance, Tax & Budgets
CHAIRPERSON: John Schultz, Chairman
DATE/TIME: January 11, 2024 at 6:00 p.m.

PRESENT: ☒ John Schultz ☐ John Creighton ☒ Steve McIntyre
 ☒ John Lang ☒ Diane Gallagher ☒ Don Zillig
 ☒ LaDon Trost

Other Board members: Michael Holt.

Others: Scott Toot, Joe Heitkamp, Lynn Gallagher, John Grizzoffi, Tina Brandel, Melisa Hammer and Tammy Cahill

1. **Call to Order** – John Lang called the meeting to order at 6:00 pm.
2. **Roll Call** – A quorum was established.
3. **Approval of Minutes**
 - a) Minutes of the August 22, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee and Law Enforcement & Courts Committee – **Lang made a motion to approve the minutes of the August 22, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee and Law Enforcement & Courts Committee. Seconded by Gallagher and motion passed following a voice vote resulting in all Ayes.**
 - b) Minutes of the August 24, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee, Public Works Committee and Development & Planning Committee – **Lang made a motion to approve the minutes of the August 24, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee, Public Works Committee and Development & Planning Committee. Seconded by Gallagher and motion passed following a voice vote resulting in all Ayes.**
 - c) Minutes of the August 29, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee, Social & Environmental Committee and Information & Communications Technology Committee – **Schultz made a motion to approve the minutes of the August 29, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee, Social & Environmental Committee and Information & Communications Technology Committee. Seconded by Lang and motion passed following a voice vote resulting in all Ayes.**
 - d) Minutes of the September 7, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee and Executive Committee – **McIntyre made a motion to approve the minutes of the September 7, 2023 Joint Budget Review Meeting with Finance, Tax & Budgets Committee and Executive Committee. Seconded by Gallagher and motion passed following a voice vote resulting in all Ayes.**
 - e) Minutes of the November 30, 2023 Finance, Tax & Budgets Committee Meeting – **Gallagher made a motion to approve the minutes of the October 26, 2023 Finance, Tax & Budgets Committee Meeting. Seconded by Lang and motion passed following a voice vote resulting in all Ayes.**
4. **Citizens Comments** – None.

5. Unfinished Business

- a) FY2023/FY2024 Strategic Goals and Plans – The committee did not review their Strategic Goals and Plans at this time.

6. New Business

- a) Discussion and possible action to amend the start time for the FY2024 Finance, Tax & Budgets Committee meetings – **Schultz made a motion to amend the start time for the FY2024 Finance, Tax & Budgets Committee meetings to 6:00 p.m. Seconded by Zillig and motion carried following a voice vote resulting in all Ayes.**
- b) Discussion and possible action regarding the 2024 Jo Daviess County standard mileage rate – This item was postponed.
- c) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-214-00, 207-00 in West Galena Township to Michael Kevorkian – **Lang made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-214-00, 207-00 in West Galena Township to Michael Kevorkian. Seconded by Zillig and motion carried following a roll call vote resulting in all Ayes.**
- d) Discussion and possible action on a Resolution to Reestablish the Jo Daviess County Claims Committee – Toot explained that the Claims Committee will have the Chairman of the Finance Committee, the County Board Chairman, and the County Board Vice-Chairman as the members. He said that this committee will look at the individual claims. **Lang made a motion to approve a Resolution to Reestablish the Jo Daviess County Claims Committee. Seconded by Gallagher and motion carried following a roll call vote resulting in all Ayes.**
- e) Discussion and possible action to amend P2017-1 Fixed Asset Management Policy – **Gallagher made a motion to amend P2017-1 Fixed Asset Management Policy, with corrected amounts of \$1000 to A.1. on lines 2 and 3. Seconded by Lang and motion passed following a voice vote resulting in all Ayes.**

7. Staff Reports

- a) Chief County Assessment Office – Laura Edmonds, Chief County Assessment Officer, was not in attendance. Her report was included in the packet.
- b) Treasurer's Office – Melisa Hammer, County Treasurer, gave her report that was included in the packet. They have been busy getting ready for the move. She has also been working with the auditors and getting documents over to them.
- c) Grants Administrator – Tammy Cahill, Grants Administrator, gave her report. She had a webinar on updates to the recording of the ARPA fund. She has been in touch with our auditors and it looks like we will have to have a single audit this year because of the amount of grants. There was some discussion on grants.
- d) County Administrator – Toot gave his financial update. The Administrator's office has been working closely with the auditors. They will be here for the audit at the end of February. January 22-24, movers will be here to move the 1st floor offices out of the Courthouse and into the former Galena Primary School. February 28-29 and March 1, the second floor offices will also be moving. The Courts and court-related offices will be located on Highway 20 West at the old Timp building. Toot also asked the landlord of the building if they would pay for the cost of the carpet they want to put in the basement. The

landlord said they would pay for the cost and it will be getting done very soon now.
Everything else is going well.

8. Citizens' comments – None.

9. Board Member Concerns – None.

The next Finance, Tax & Budgets Committee meeting will be on Thursday, February 29, 2024 at 6:00 p.m.

Zillig made a motion to adjourn at 6:33 pm. Seconded by Lang and motion carried.