COMMITTEE REPORT

COMMITTEE: **Finance**
CHAIRPERSON: **John Schultz**
DATE/TIME: **February 27, 2025 at 6:00 p.m.**

COMMITTEE MEMBERS PRESENT: John Schultz, Michael Holt, John Lang, Diane Gallagher and LaDon Trost
OTHER BOARD MEMBERS PRESENT: Steve Endress. Daisha Boehm (Zoom)
OTHERS PRESENT: Angela Kaiser, Laura Edmonds and Tammy Cahill. Tessa Moore, Megan Poole and Rachelle Cantero (Zoom)

1. **Call to Order:** Chairperson John Schultz called the meeting to order at 6:00 p.m.

A quorum was established.

2. **Minutes Approval:**
   a) Minutes of the January 30, 2025 Finance, Tax & Budgets Committee meeting – **Gallagher made a motion to approve the minutes of the January 30, 2025 Finance, Tax & Budgets Committee meeting. Seconded by Lang and motion carried.**

3. **Citizens' Comments:** None

3. **Unfinished Business:**
   a) FY2023/FY2024 Strategic Goals and Plans – The Committee reviewed the goals and plans. There was discussion on the upcoming County Board Retreat scheduled for May. Chairperson Schultz advised the members to be prepared with goals and solutions to those goals at the next meeting.

4. **New Business:**
   a) Presentation on Agenda and Meeting Management Software – Megan Poole, Civic Plus – There was a brief presentation followed with questions and discussion regarding the software. Kaiser explained this would be a streamlined advantage to gain efficiency and optimize time within the Administration Office's workload.

   b) Discussion and possible action to recommend the reappointment of Kevin Stewart as a member of the Jo Daviess County Board of Review for a two-year term ending May 31, 2027 – Lang expressed his personal opinion over the reappointment of the two members to the Board of Review. There was discussion over the qualifications required to maintain eligibility. Stewart and Siegel both complete qualified continuing education annually. **Schultz made a motion to recommend the reappointment of Kevin Stewart as a member of the Jo Daviess County Board of Review for a two-year term ending May 31, 2027. Seconded by Trost and motion carried by a voice vote resulting in four Ayes and one Nay. Ayes: Schultz, Trost, Gallagher and Dittmar. Nays: Lang.**

   c) Discussion and possible action to recommend the reappointment of Dennis Siegel as a member of the Jo Daviess County Board of Review for a two-year term ending May 31, 2027 – **Schultz made a motion to recommend the reappointment of Dennis Siegel as a member of the Jo Daviess County Board of Review for a two-year term ending May 31, 2027. Seconded by Gallagher and motion carried by a voice vote resulting in four Ayes and one Nay. Ayes: Schultz, Trost, Gallagher and Dittmar. Nays: Lang.**

   d) Discussion and possible action to recommend acceptance of a letter of resignation from Dave Diedrich from the County Farmland Assessment Committee, effective May 31, 2025 – **Lang made a motion to recommend acceptance of a letter of resignation from Dave**

Diedrich from the County Farmland Assessment Committee, effective May 31, 2025. Seconded by Gallagher and motion carried by a voice vote resulting in all Ayes.

e) Discussion and possible action to recommend approval to pay annual per diem and mileage to four (4) members of the County Farmland Assessment Committee from the Contingency Fund (016) for FY2025, with plans for future expenses to be included in the CCAO's annual budget as a recurring expense – There was a brief discussion regarding per diem and mileage for the County Farmland Assessment Committee members. The Committee only meets once annually. There was also mention of making per diem and mileage straight across the board for all Committees and Boards that do not already receive compensation and mileage reimbursement for their meetings. **Holt made a motion to recommend approval to pay annual per diem and mileage to four (4) members of the County Farmland Assessment Committee from the Contingency Fund (016) for FY2025, with plans for future expenses to be included in the CCAO's annual budget as a recurring expense. Seconded by Lang and motion carried.**

f) Discussion and possible action to recommend the payment of an additional FY2024 ICRMT premium as a result of the FY2024 Worker's Compensation audit – **Holt made a motion to recommend the payment of an additional FY2024 ICRMT premium as a result of the FY2024 Worker's Compensation audit. Seconded by Lang. After additional discussion, Holt made a motion to amend the original motion to include "to be paid from the Insurance Fund 017." Seconded by Lang and the amendment carried by voice vote. The Committee then voted on the amended motion and the motion carried by voice vote.**

g) Discussion and possible action to recommend the payment of FY2021-FY2024 funding to the Senior Resource Center – **Gallagher made a motion to recommend the payment of FY2021-FY2024 funding to the Senior Resource Center. Seconded by Trost.** It was brought to the attention of the Administration Office that the annual budget appropriation of $8,170.00 was not paid for the past four fiscal years. The Senior Resource Center discovered this and notified Kaiser's office immediately. Because it was not noticed for some time, it was decided that half of the appropriation, which is two fiscal years' worth, would be fair, and that the County would pay for FY2023 and FY2024's appropriations. **Schultz made a motion to amend the original motion and to pay FY2023-FY2024 from the Contingency Fund 016. Seconded by Holt and the amendment carried. The Committee then voted on the amended motion and motion carried.**

5. Reports:

a) Chief County Assessment Office – Laura Edmonds, CCAO – Edmonds reported that she has received the sales data from the State and has reviewed it. She is making necessary adjustments and the sales ratio will be processed next. Her staff has completed their annual FOIA training and office traffic has begun to increase as people come in to have their tax returns prepared, particularly for the Senior Freeze Assessment applications.

b) Treasurer's Office – Melisa Hammer, County Treasurer – Hammer was not in attendance. Her report was included in the packet.

c) Grants Administrator – Tammy Cahill – Cahill reported that she is still waiting to receive the signed grant agreements back for the Hazard Mitigation Plan Update and the FY2024 Emergency Management Preparedness Grant. Both of those are federally funded. She updated the Committee on other grants she has been working on. Cahill continues to work with the auditors, Treasurer's Office and other County departments regarding the FY2024 audit. Funds for the 2025 Disability Accessibility Improvement Grants Agreement have been received in the amount of $30,000.00. Those funds will be used to remodel one bathroom on the second floor of the renovated Courthouse, which will be used for Courts.

6. **Citizens' Comments:** None.

7. **Board Member Concerns:** Gallagher thanked the people that helped her with her table setup at Eagle Ridge. She said it is a great opportunity to meet with people and find out what the citizens feel are the positive things happening in Jo Daviess County. Schultz mentioned a recent meeting with representatives from T-Mobile regarding mobile devices for employees. There are some things to discuss in the near future and a potential presentation may be given to the Information & Communications Technology Committee at their next meeting.

8. **Adjourn:** Motion to adjourn was made at 7:20 p.m. by Lang and seconded by Gallagher. Motion passed by voice vote.

Next regular meeting will be on Thursday, March 27, 2025 at 6:00 p.m.