

COMMITTEE REPORT

COMMITTEE: Finance, Tax & Budgets
CHAIRPERSON: John Schultz, Chairman
DATE/TIME: April 29, 2021 at 6:30 p.m.

PRESENT: ☒ John Schultz ☒ Staci Duerr ☐ Vacant
 ☒ Diane Gallagher (6:51) ☒ John Lang ☒ Don Hill

Other Board members: Don Hill

Others: Tammy Cahill, Melisa Hammer, Laura Edmonds, Becca Powell, Matt Schueler, Scott Toot and Dan Reimer

1. **Call to Order** – John Schultz called the meeting to order at 6:30 pm.
2. **Roll Call** – A quorum was established.
3. **Approval of Minutes** -
 - a) Minutes from March 25, 2021 Finance, Tax & Budgets Committee Meeting – John Lang made a motion to approve the minutes of the March 25, 2021 Finance, Tax, & Budgets Committee meeting. Seconded by Staci Duerr and motion passed following a roll call vote resulting in all ayes.
4. **Citizens Comments:** None.
5. **Unfinished Business**
 - a) FY2019/FY2020 Strategic Goals and Plans – Review Committee Assignments from 2019 County Board Retreat – Update Status/Progress – John Schultz, Finance, Tax & Budget Chairman, there have been no changes from the updates previously made.
 - b) Update on Hotel/Motel Tax/Guest Accommodations/OTA's/Education and Enforcement – Melisa Hammer, County Treasurer, nothing new to report at this time.
 - c) Update on Jo Daviess County Purchasing Card Policy – Dan Reimer, Jo Daviess County Administrator, advised there is nothing new to report at this time. No violations.
 - d) Discussion and possible action on a Program Development and Administrative Services agreement between the County of Jo Daviess, Illinois and the Illinois Energy Conservation Authority NFP (Resolution 2021-9 authorizes the JDC Finance, Tax & Budgets Committee to negotiate and recommend to the Jo Daviess County Board an agreement with the Illinois Energy Conservation Authority NFP to provide PACE Administrator Program Services at no cost to the County. John Schultz advised that this is a complicated matter that requires more research and perhaps legal counsel. This item will be postponed until the next month.
6. **New Business**
 - a) Presentation of the FY2020 Jo Daviess County Financial Audit – Matt Schueler, Wipfli Matt Schueler, of Wipfli LLP, discussed the draft copies of the audit that were included in the meeting packet. He went over the Federal Awards, Circuit Clerk Audit, General Audit Report, and the County's financial statements.

- b) Discussion and possible action to accept the FY2020 Jo Daviess County Audit. **John Lang made a motion to accept the FY2020 Jo Daviess County Audit as presented. Seconded by Diane Gallagher. A roll call vote resulted in all ayes; motion passed.**
- c) Discussion and possible action on a resolution to use the Contingency Fund to pay necessary expenses incurred by the Ad-Hoc County Park Committee. Discussion on a resolution to use \$20,000 from the Contingency Fund to procure necessary goods and services associated with exploring and developing possible options to acquire property on South Rodden Road for the purposes of a County Park. The Jo Daviess County Conservation Foundation agreed to pay for half of the cost of the required appraisal. **John Schultz made a motion to approve a resolution to use the Contingency Fund to pay necessary expenses incurred by the Ad-Hoc County Park Committee. Seconded by John Lang. A roll call vote resulted 3 ayes; 1 Nay; 1 Abstain – John Schultz; motion passed.**
- d) Discussion and possible action on a resolution to establish the American Rescue Plan Fund and associated fund description. The American Rescue Plan fund was discussed along with the associated fund description. **John Schultz made a motion to approve a resolution to establish the American Rescue Plan Fund and associated fund description. Seconded by John Lang. A roll call vote resulted in all ayes; motion passed.**
- e) Discussion and possible action to pay eligible FY2021 COVID-19 expenses over \$2,000 from the Contingency Fund (016), per Resolution 2021-10. There are no expenses this month over \$2,000 to be paid from the Contingency Fund per Resolution 2021-10.

7. Staff Reports

- a) **Chief County Assessment Office** – Laura Edmonds, Chief County Assessor, updated that she attended a week long education conference in Bloomington/Normal at the end of March. Her education requirements are met for the year. Her office has been fully staffed since March 22. Still no movement on HB3289 – permitting the County to allow the Sr. Freeze, Veterans with Disabilities, or Persons with Disabilities to automatically roll again with approval from the County Board. She updated that property tax relief legislation heads to the Senate – SB2244 would raise the maximum income limitation for assessment freeze from \$65,000 to \$75,000 for people over 65. The legislation would also raise the income limit for real estate tax deferral.
- b) **Treasurer's Office** – Melisa Hammer, County Treasurer, reported that her office is in the process of having tax bills printed. There are 22,138 parcels to collect on this year. The tax extension collection is at approximately \$59,201,172. The supplier who is printing the tax bills are running behind and the tax bills may not be mailed until May 3rd. The new employee is working out wonderful. Tammy has been wonderful with helping train the new employee.
- c) **Grants Administrator** – Tammy Cahill, Grants Administrator, reported that this past week she has been transitioning to working more as a full time Grants Administrator. Cahill has received some response from department heads on ideas/needs for the ARPA Recovery funds. At this time she is waiting on hearing from the treasury to see how the money can be spent. Cahill has also been working with Colleen Farrell and the 708 Mental Health Board as needed. As of yesterday the 708 Board had six of the seven provider contracts signed for FY21. Cahill also added that she has a meeting set up for Monday with the auditors from Wipfli, LLP.

- d) County Administrator** – Dan Reimer, County Administrator, stated that the new County Administrator, Scott Toot, will be starting Monday. The County Administrator's Administrative Assistant position has been filled on a part time basis by Nina Cooper. Dan Reimer updated the committee on the year to date financial information. Included were the local income tax increase of 19.6% and the local use tax 2% increase. Employment in the County has gone down. The County lost 561 jobs in 2020.

8. Citizens' comments – None.

9. Board Member Concerns – None.

The next Finance, Tax & Budgets Committee meeting will be on Thursday, May 27, 2021 at 6:30 p.m.

John Schultz made a motion to adjourn at 8:21 pm. Seconded by Staci Duerr. A roll call vote resulted in all ayes; motion passed.