

COMMITTEE REPORT

COMMITTEE: Finance, Tax & Budgets
CHAIRPERSON: John Schultz, Chairman
DATE/TIME: July 25, 2024 at 6:00 p.m.

PRESENT: ☒ John Schultz zoom ☒ John Creighton ☒ Michael Holt
 ☒ John Lang ☒ Diane Gallagher ☒ Don Zillig
 ☒ LaDon Trost

Other Board members: Dianne Allendorf and Joseph Heitkamp

Others: Sheriff Kevin Turner, Scott Toot, Tammy Cahill, Sandra Schleicher and Tessa Moore.

1. **Call to Order** – Vice-Chairperson 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 June 27, 2024 Finance, Tax & Budgets Committee meeting – **Zillig made a motion to approve the minutes of the June 27, 2024 Finance, Tax & Budgets Committee meeting. Seconded by Holt 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 briefly reviewed their Strategic Goals and Plans. Administrator Toot commented that the miPay program has been introduced and that all departments are using it for timekeeping. Gallagher mentioned that their number one goal regarding economic development is continually being worked on. They have proposals running through the Development & Planning Committee.
6. **New Business**
 - a) Discussion and possible action to regarding items associated with the FY2025 Jo Daviess County Budget –
 - i. Discussion and possible action on the amended FY2025 Expense Budget Guidelines – Toot told the committee that the President of the Board of Health recently spoke to him about a concern of hers regarding the Health Department’s salaries for FY2025. Merri Berlage felt it was necessary to give the Health Department a 4% raise that matches what the County Board had approved for the other departments in the County. Toot recommended that they should be brought up to the 4% like everyone else to make things uniform and fair. There was some discussion about the large increase the Health Department was given a few years ago. Each employee in the department was given a \$4 per hour increase, contrary to what the County Board had approved for the other departments. Public Health Administrator Sandra Schleicher was asked about her budget and if she would be making any other increases if the 4% for FY2025 salaries was approved. Schleicher responded that she had nothing planned regarding additional increases, once the FY2025 budget was approved. Lang commented on the 4% increase for the other County departments. He stated that the difference from 3.5% to 4% was only around \$12,000. **Gallagher made a motion to approve the amended guidelines with a 4% increase to the Health Department**

salaries. Seconded by Creighton and motion passed following a voice vote resulting in all Ayes.

- ii. Discussion and possible action to approve the Initial FY2025 General Fund Target Budget Amounts, including any new mandatory and/or necessary expenses – Toot presented the FY2025 General Fund Target Sheet. At this time, it's pretty early, however, after the General Fund Expense Budgets came in, we are showing preliminary General Fund expenses at around \$11,265,000. Round 1 Revenue Estimates for the General Fund, where they stand, are around \$11,820,000. Gallagher said that anyone on committees that have goals, should think ahead so you can consider what to do to bring in more revenues. Toot also spoke about Mandatory and Necessary Expense Requests, which will be presented once the Joint Budget Review meetings kick off in August. **Holt made a motion to approve the FY2025 General Fund Target Sheet Budget Amounts as presented. Seconded by Gallagher 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 meeting packet.
- b) Treasurer's Office – Melisa Hammer, County Treasurer, was not in attendance. Her report was included in the meeting packet. Tammy Cahill, Grants Administrator, reported that the 2nd distribution just went out. The report should be online now. Creighton had questions on delinquencies and Cahill informed him that the Treasurer will get him any information he requests.
- c) Grants Administrator – Cahill reviewed her report that was included in the packet. The 708 Mental Health Board recently had their annual budget meeting. There are seven providers; one more than last year. The American Environmental Hazmat Mitigation Grant has been applied for and she is waiting to hear back. The current plan is on the County website. She is still waiting on the Community Project (radio) Grant from LaHood's office. She will reach out again next week. Holt asked Cahill for the background on the Hazard Mitigation Plan. She informed him that it needed to be done every five years. Sheriff Turner also commented on the Plan.
- d) County Administrator – Toot did not have a report for the packet. He gave his report to the committee. They are in the midst of the budget process and Tessa Moore, Financial Administrative Manager, has been working with Angie and Melisa on the budget. He also gave an update on the Courthouse Renovation. During the most recent Ad-Hoc Courthouse Committee meeting, they were given a guesstimate on the cost for beams. They will be right around \$75,000. The project is proceeding accordingly. Gallagher mentioned that it would be interesting to have a running sheet of unexpected expenses because an expense increase was maybe not anticipated. There was also some discussion on the Jo Daviess County Transit Department's budget. Schultz spoke about how there were around \$38,000 in contracts, but it makes him concerned, because the contracts do not outweigh the cost. While Transit is mainly funded with Federal Grants, it is still tax dollars either way you look at it.

8. **Citizens' comments** – Board Member Joseph Heitkamp said that he thought Transit was only for handicapped people, but it's for everyone.

9. **Board Member Concerns** – Schultz thanked Lang for chairing the meeting this month. Trost wanted everyone to know how valuable Tessa Moore is to the County Administrator's office. Gallagher thanked the County and UCCI while speaking about the most recent UCCI Conference that a majority of the County Board members attended. Trost said that it is UCCI's 20th year in Galena; he wishes that more would attend. Creighton spoke about the Transit

Department. His son now works for the department as a driver. He also said how there have been a lot of Highway Department road projects deferred. Maintenance isn't a service plan. Holt spoke about the equipment and roads and reiterated Creighton's concerns. Allendorf asked to get a list of contracts; current and what we bring in.

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

Creighton made a motion to adjourn at 6:58 pm. Seconded by Zillig and motion carried.