

COMMITTEE REPORT

COMMITTEE: Finance, Tax & Budgets
CHAIRPERSON: John Schultz, Chairman
DATE/TIME: November 30, 2023 at 6:00 p.m.

PRESENT: ☒ John Schultz zoom ☒ John Creighton ☒ Steve McIntyre
 ☒ John Lang ☒ Diane Gallagher ☒ Don Zillig 6:25 p.m.
 ☒ LaDon Trost

Other Board members: Joseph Heitkamp appeared via Zoom.

Others: Scott Toot. Melisa Hammer appeared via Zoom.

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 October 26, 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 briefly reviewed their Strategic Goals and Plans that were included in the packet.
6. **New Business**
 - a) Discussion and possible action on establishing meeting dates and start time for the FY2024 Finance, Tax & Budgets Committee meetings – **Schultz made a motion to approve the meeting dates and start time for the FY2024 Finance, Tax & Budgets Committee meetings as presented, with the exception of the November 2024 meeting TBD. Seconded by McIntyre and motion carried following a voice vote resulting in all Ayes.**
 - b) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 05-004-125-00 in Dunleith Township to Janis L. Spitzack – **Creighton made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 05-004-125-00 in Dunleith Township to Janis L. Spitzack. Seconded by McIntyre and motion carried following a roll call vote resulting in all Ayes.**
 - c) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 05-501-590-00 in Dunleith Township to Mariah Wallace, Andrew Wallace – **Gallagher made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 05-501-590-00 in Dunleith Township to Mariah Wallace, Andrew Wallace. Seconded by Trost and motion carried following a roll call vote resulting in all Ayes.**

- d) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 08-203-136-00 in Guilford Township to Mark Toalson, Dianne C. Toalson – **Schultz made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 08-203-136-00 in Guilford Township to Mark Toalson, Dianne C. Toalson. Seconded by Trost and motion carried following a roll call vote resulting in all Ayes.**
- e) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 11-001-100-00 in Nora Township to Jeff Dear – **McIntyre made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 11-001-100-00 in Nora Township to Jeff Dear. Seconded by Schultz and motion passed following a roll call vote resulting in all Ayes.**
- f) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 18-004-048-00 in Thompson Township to Renita Smith – **Trost made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-004-048-00 in Thompson Township to Renita Smith. Seconded by McIntyre and motion passed following a roll call vote resulting in all Ayes.**
- g) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 18-011-093-00 in Thompson Township to Kevin Rogers – **Lang made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-011-093-00 in Thompson Township to Kevin Rogers. Seconded by Schultz and motion passed following a roll call vote resulting in all Ayes.**
- h) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 018-011-094-00 in Thompson Township to Kevin Rogers – **Creighton made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 018-011-094-00 in Thompson Township to Kevin Rogers. Seconded by Trost and motion passed following a roll call vote resulting in all Ayes.**
- i) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-297-00 in West Galena Township to Paul Orzeske – **Gallagher made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-297-00 in West Galena Township to Paul Orzeske. Seconded by Schultz and motion passed following a roll call vote resulting in all Ayes.**
- j) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-555-00 in West Galena Township to James Digman – **McIntyre made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-555-00 in West Galena Township to James Digman. Seconded by Trost and motion passed following a roll call vote resulting in all Ayes.**
- k) Discussion and possible action on a Resolution to execute a deed of conveyance of County's interest in parcel 21-001-496-06 in Warren Township to Handfelt Investments, LLC, Eric Handfelt – **Schultz made a motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 21-001-496-06 in Warren Township to Handfelt Investments, LLC, Eric Handfelt. Seconded by McIntyre and motion passed following a roll call vote resulting in all Ayes.**

- l) Discussion and possible action on an Audit Engagement Letter with Wipfli, LLP for professional services associated with the Jo Daviess County Circuit Clerk audit for the year ended November 30, 2023 at a cost not to exceed \$5,400 – **This item was postponed until the Audit Engagement Letter is received.**
- m) Discussion and possible action on amending Policy 2021-10 Prioritized Options to Reduce Expenses – In the past, this policy was amended on an annual basis. Toot suggested having one policy in place. The committee reviewed the policy with the amendments. **Schultz made a motion to recommend amending Policy 2021-10 Prioritized Options to Reduce Expenses. Seconded by Gallagher and motion carried 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.
- c) Grants Administrator – Tammy Cahill, Grants Administrator, was not in attendance.
- d) County Administrator – Toot gave his financial update. Today is the last day of FY2023. He also gave an update on the Courthouse Renovation Project.

8. Citizens' comments – None.

9. Board Member Concerns – Schultz commented that he hopes everyone on the current Board will get their paperwork in to run for the County Board again.

The next Finance, Tax & Budgets Committee meeting will be on Thursday, December 28, 2023 at 6:00 p.m.

Schultz made a motion to adjourn at 6:42 pm. Seconded by Zillig and motion carried.