

**JO DAVIESS COUNTY BOARD
BUDGET WORKSHOP
OCTOBER 10, 2024**

CALL TO ORDER: Jo Daviess County Chairperson LaDon Trost called the meeting to order at 5:30 p.m. on Tuesday, October 10, 2024 in the Jo Daviess County Board Room, Jo Daviess County Administrative Offices in Galena, Illinois.

ROLL CALL was answered as follows: Present – Dianne Allendorf, Daisha Boehm, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Michael Holt, John Schultz, and LaDon Trost. Present: 11. Present electronically – John Lang. Present electronically: 1. Absent – Jacob Ambrosia, Michael Dittmar, Robert Heuerman, Darcy Wild, and Don Zillig Absent: 5.

AGENDA ITEM I - CITIZENS' COMMENTS

There were no citizens' comments at this time.

AGENDA ITEM II – UNFINISHED BUSINESS

There was no unfinished business brought before the board.

AGENDA ITEM III – NEW BUSINESS

AGENDA ITEM IV - FY2025 BUDGET WORKSHOP

County Clerk and Recorder and acting County Administrator Angela Kaiser presented a summary review of the FY2025 budget process to date and reviewed procedures for the County Board budget workshops.

A motion to approve the following Special Fund expense budgets as adjusted, the fund descriptions, any minimum fund balance policies, and to forward them to the FY2025 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by John Grizzoffi.

- 017 - Insurance Fund, increased revenue of \$40,449, increased expense of \$4,449, minimum fund balance policy of \$604,148
- 018 - Economic Development Investment Fund, decrease of \$38,836.93 for P&D Administrative Assistant salary and benefits and increase of \$100,000 for one year implementation of the Small Business Development Grant Program

The motion carried by voice vote.

The following Special Fund budgets have not yet been finalized; they will be discussed and/or held over for action to the final Budget Workshop meeting on 10/15/2024:

- 012 Social Security Fund
- 013 Illinois Municipal Retirement Fund
- 016 Contingency Fund
- 042 General Capital Investment Fund
- 048 Capital Equipment Replacement Fund
- 072 All Hazard Mitigation Fund
- 088 Courthouse Renovation Fund

A motion to approve the following General Fund (001) expense budgets, their corresponding targets, and forward them to the FY2025 Jo Daviess County comprehensive budget document was made by Dianne Allendorf and seconded by John Schultz.

- 001-40101 Courthouse
- 001-40105 Tax Extension

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- 001-40109 Board of Review
- 001-40113 Grant Administrator
- 001-41123 Communications
- 001-41124 Court Security
- 001-41126 Merit Commission
- 001-41127 County Coroner
- 001-44157 Social & Environmental
- 001-44159 Regional Superintendent of Schools

The motion carried by voice vote.

Jacob Ambrosia joined electronically at this time.

A motion to approve the mandatory expense adjustments as previously approved by County Board on September 10, 2024, corresponding targets, and to forward them to the FY2025 Jo Daviess County comprehensive budget document was made by Dianne Allendorf and seconded by John Schultz.

- 001-40102 County Board, recurring decrease of \$286.45 for paper order, adjusted target amount of \$128,161.41
- 001-40103 County Administrator, recurring decrease of \$143.27 for paper order, adjusted target amount of \$287,813.76
- 001-40104 County Treasurer, recurring decrease of \$342.86 for paper order, adjusted target amount of \$386,298.49
- 001-40106 County Clerk & Recorder, recurring decrease of \$278.86 for paper order, recurring increase of \$400 for family HSA employer contribution, adjusted target amount of \$596,949.74
- 001-40107 Elections, recurring decrease of \$278.85 for paper order, adjusted target amount of \$191,159.85
- 001-40108 Chief County Assessment Office, recurring decrease of \$370.29 for paper order, adjusted target amount of \$462,625.37
- 001-40110 Information & Communications, recurring increase of \$400 for family HSA employer contribution, adjusted target amount of \$509,161.68
- 001-40112 Miscellaneous, recurring increase of \$3,917.71 for paper order, adjusted target amount of \$99,561.71
- 001-41121 Sheriff, recurring decrease of \$489.14 for paper order, recurring increase of \$200 for family HSA employer contribution, adjusted target amount of \$2,603,258.57
- 001-41122 Safety Building, recurring increase of \$400 for family HSA employer contribution, adjusted target amount of \$1,066,369.15
- 001-41125 Emergency Management, recurring increase of \$50,293.30 in salary & benefits lines, due to EMA Coordinator position being made from part-time to full-time, recurring decrease of \$28.43 for paper order, adjusted target amount of \$144,690.95
- 001-42131 Courts, recurring decrease of \$192 for paper order, adjusted target amount of \$214,498.57
- 001-42132 Probation, recurring decrease of \$164.57 for paper order, adjusted target amount of \$520,740.15
- 001-42133 Circuit Clerk, recurring decrease of \$356.57 for paper order, adjusted target amount of \$471,632.88
- 001-42134 State's Attorney, recurring decrease of \$338.29 for paper order, adjusted target amount of \$726,980.71
- 001-45162 Economic Development/Planning recurring decrease of \$38,836.93 for P&D Administrative Assistant salary and benefits, adjusted target amount of \$0.00

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- 001-45163 Planning & Development, recurring increase of \$800 for family HSA employer contribution, recurring increase of \$38,836.93 for P&D Administrative Assistant salary and benefits, recurring increase of \$26,551.78 for Part-Time Code Enforcement Officer salary and benefits with an adjusted target amount of \$431,990.13

The motion carried by voice vote.

The following General Fund budgets will be discussed and/or held over for action at the final Budget Workshop meeting, on 10/15/2024:

- 001-49197 Contingency

A motion to approve a necessary recurring expense request to increase the General Fund (001) Chief County Assessment Office 40108 target amount by \$3,209.01 for salary and benefits was made by John Grizzoffi and seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Daisha Boehm, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Michael Holt, John Schultz, and LaDon Trost. Ayes: 11. Nays – John Lang. Nays: 1. Abstain – Jacob Ambrosia. Abstain: 1. Absent – Michael Dittmar, Robert Heuerman, Darcy Wild, and Don Zillig. Absent: 4.

A motion to approve the General Fund budget 001-40108 Chief County Assessment Office, the adjusted target amount of \$465,834.38, and to forward it to the FY2025 Jo Daviess County comprehensive budget document was made by Dianne Allendorf and seconded by Diane Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Daisha Boehm, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Michael Holt, John Schultz, and LaDon Trost. Ayes: 11. Nays – John Lang. Nays: 1. Abstain – Jacob Ambrosia. Abstain: 1. Absent – Michael Dittmar, Robert Heuerman, Darcy Wild, and Don Zillig. Absent: 4

A motion to approve a necessary recurring expense request to increase the General Fund (001) Safety Building 41122 target amount by \$175,145.96 for salary and benefits to hire an additional two Corrections officers was made by John Grizzoffi and seconded by Lynn Gallagher.

The motion failed by roll call vote. Ayes –Lynn Gallagher. Ayes: 1. Nays – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Diane Gallagher, John Grizzoffi, Joseph Heitkamp, Michael Holt, John Lang, John Schultz, and LaDon Trost. Nays: 11. Abstain –Steve Endress. Abstain: 1. Absent – Michael Dittmar, Robert Heuerman, Darcy Wild, and Don Zillig. Absent: 4.

A motion to deny adding the recurring increase of \$175,145.96 for salary and benefits, adjusted target amount of \$1,241,515.11 for 001-41122 Safety Building to the Unfunded Activities list was made by Dianne Allendorf and seconded by Michael Holt.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, , Diane Gallagher, , John Grizzoffi, Joseph Heitkamp, Michael Holt, and John Lang. Ayes: 9. Nays – Lynn Gallagher, John Schultz, and LaDon Trost. Nays: 3. Abstain – Steve Endress. Abstain: 1. Absent – Michael Dittmar, Robert Heuerman, Darcy Wild, and Don Zillig. Absent: 4

Discussion and possible action to establish the amount of unreserved fund balance that will be made available to fund unfunded requests/activities/contingency will be held over for action at the Budget Workshop meeting on 10/15/2024.

Discussion and possible action to establish the FY2025 minimum fiscal year end fund balance policy for the General Fund will be held over for action at the Budget Workshop meeting on 10/15/2024.

AGENDA ITEM V – CITIZENS’ COMMENTS

There were no citizens’ comments at this time.

AGENDA ITEM VI - ADJOURNMENT

A motion to adjourn was made by John Schultz and seconded by Diane Gallagher.

The motion carried by voice vote.

Chairperson Trost adjourned the budget workshop meeting at 6:21 p.m. until 5:30 p.m. Tuesday, October 15, 2024 at the Jo Daviess County Board Room, Jo Daviess County Administrative Offices in Galena, Illinois.



Angela Kaiser, County Clerk