

**JO DAVIESS COUNTY BOARD
BUDGET WORKSHOP
OCTOBER 27, 2022**

CALL TO ORDER: Jo Daviess County Chairperson Don Hill called the meeting to order at 6:30 p.m. on Thursday, October 27, 2022 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

ROLL CALL was answered as follows: Present – Dianne Allendorf, Diane Gallagher, Lynn Gallagher, Robert Heuerman, Don Hill, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Present: 10. Present electronically - Staci Duerr and Hendrica Regez. Present electronically: 2. Absent – William Bingham, Robert O'Connor, John Korth, and Darcy Wild. Absent: 4. Vacant: 1.

THE PLEDGE OF ALLEGIANCE was led by Chairperson Hill.

AGENDA ITEM I - CITIZENS' COMMENTS

There were no citizens' comments at this time.

AGENDA ITEM II – UNFINISHED BUSINESS

AGENDA ITEM III – NEW BUSINESS

AGENDA ITEM IV - FY2023 BUDGET WORKSHOP

County Administrator Scott Toot presented a summary review of the FY2023 budget process to date.

At this time, the unfunded request lists for the General Fund (001) were reviewed and discussed. The October 25, 2022 Budget Workshop #2 took action to establish the FY2023 amount of unreserved/undesignated fund balance available to be allocated from the General Fund (001) for unfunded requests and/or contingency at \$2,200,000.00.

A motion to approve the following General Fund (001) non-recurring unfunded request was made by John Schultz and seconded by Staci Duerr:

- #1 - \$40,731.00 from the Sheriff for computer supplies, adding to budget line 001-41121-604

The motion carried by voice vote.

A motion to approve the following General Fund (001) non-recurring unfunded request was made by Steve McIntyre and seconded by Staci Duerr:

- #2 - \$15,000.00 from Emergency Management for a replacement vehicle, adding to budget line 001-41125-810

The motion carried by voice vote.

A motion to approve the following General Fund (001) non-recurring unfunded request was made by John Schultz and seconded by Diane Allendorf:

- #3 - \$1,800,000.00 from County Administrator for Courthouse Improvements, adding to budget line 042-46171-805

The motion carried by voice vote with a nay vote recorded for Robert Heuerman.

A motion to approve the following General Fund (001) recurring unfunded request was made by John Lang and seconded by John Schultz:

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- #4 - \$5,000.00 from County Administrator for maintenance of a pool vehicle, adding to budget line 001-40103-905

The motion carried by voice vote.

A motion to approve the following General Fund (001) non-recurring unfunded request was made by Diane Gallagher and seconded by Steve McIntyre:

- #5 - \$750.00 from IT/GIS for logo design, adding to budget line 048-46172-810

A motion to amend the amount of \$750.00 to \$1,000.00 was made by Diane Gallagher and seconded by John Schultz.

The amendment failed by voice vote.

The original motion failed by voice vote.

A motion to approve the following General Fund (001) non-recurring unfunded request was made by Steve McIntyre and seconded by Staci Duerr:

- #5 - \$3,200.00 from IT/GIS for logo design, adding to budget line 048-46172-810

The motion carried by voice vote.

A motion to approve the following General Fund (001) non-recurring unfunded request was made by John Schultz and seconded by John Lang:

- #6 - \$200,000.00 from County Administrator to implement a new compensation plan, adding to budget line 016-49197-990

The motion carried by voice vote.

A motion to approve the following General Fund (001) non-recurring unfunded request was made by John Schultz and seconded by Dianne Allendorf:

- #7 - \$136,069.00 to the Contingency Fund (016), adding to budget 016-39922

The motion carried by voice vote.

A motion to approve a mandatory non-recurring expense request from the Sheriff's office for \$74,801.20 to pay a negotiated COVID bonus in the following budgets was made by John Schultz and seconded by Hendrica Regez:

- Sheriff 41121 - \$37,779.00
- Safety Building 41122 - \$12,593.00
- Communications 41123 - \$19,392.00
- Court Security 41124 - \$5,037.20

The motion carried by voice vote.

A motion to approve the General Fund (001) target amounts as adjusted was made by John Schultz and seconded by John Lang:

- County Administrator 40103 - \$5,000.00
- Sheriff 41121 - \$115,532.20
- Emergency Management 41125 - \$15,000.00

The motion carried by voice vote.

A motion to approve the adjustments to General Fund (001) revenues as a results of approved mandatory and unfunded expense requests was made by Diane Gallagher and seconded by John Schultz.

The motion carried by voice vote.

A motion to approve the following General Fund (001) expense budgets under Public Safety, the adjustments as presented, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by LaDon Trost:

- Sheriff 41121
- Safety Building 41122
- Communications 41123
- Court Security 41124
- Emergency Management 41125
- Merit Commission 41126
- County Coroner 41127

The motion carried by voice vote.

A motion to approve the following General Fund (001) expense budget under General Control & Administration, revised as a result of an approved unfunded request, and to forward it on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Steve McIntyre:

- County Administrator 40103

The motion carried by voice vote.

A motion to approve the following Category 41000 Public Safety Special Fund budgets, their fund descriptions, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by LaDon Trost:

- 911 Fund (007)
- Sheriff's Forfeiture (009)
- JDC Sheriff DUI (019)
- Sheriff Vehicle (038)
- State's Attorney Drug Forfeiture (051)
- County Jail Medical Cost (069)
- JDC Hazard Mitigation (072)
- State's Attorney Records Automation (074)
- E-Citation Fund (077)
- Law Library (078)
- Drug Addiction (082)

The motion carried by voice vote.

A motion to approve the following Category 43000 Public Works Special Fund budgets, their fund descriptions, the adjustments as presented, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Staci Duerr:

- County Highway (002) including the FY2023 minimum fiscal year-end fund balance policy of \$953,254.00
- Motor Fuel Tax (006)
- Federal Aid Matching (008) (added revenue per R2022-50)
- Township Bridge (010)
- County Aid to Bridges (011) (added expense per R2022-50)
- Township Motor Fuel (021)
- Highway Capital Investment (059)

The motion carried by voice vote.

A motion to approve the following Category 44000 Health, Education, & Social Services Special Fund budgets, their fund descriptions, the adjustments as presented, and to forward it on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Dianne Allendorf:

- Public Health (003) including the FY2023 minimum fiscal year-end fund balance policy of \$385,569.00
- Public Health Emergency Preparedness (005)
- 708 Mental Health (014)
- Animal Control (020)
- Extension Education (023)
- Public Health Catastrophic Emergency (046)
- JDC Transit (071)
- County Pet Population (080)

The motion carried by voice vote.

A motion to approve the following Category 45000 Economic & Physical Development & Planning Special Fund budgets, their fund descriptions, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Dianne Allendorf:

- Tourism Promotion (027), including the FY2023 minimum fiscal year-end fund balance policy of \$442,000.00

The motion carried by voice vote.

A motion to approve the following Category 46000 Capital Investment Special Fund budgets, their fund descriptions, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Robert Heuerman:

- Economic Development Investment (018)
- Tourism Capital Development (032)
- Public Health Capital Investment (055)
- GIS Capital Equipment & Investment (064)
- JDC Emergency Services Communications (066)
- ETSB Capital Equipment & Investment (075)

The motion carried by voice vote.

A motion to approve the following Category 46000 Capital Investment Special Fund budgets revised as a result of approved unfunded requests, their fund descriptions, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by LaDon Trost:

- General Capital Investment (042)
- General Capital Equipment Replacement (048)

The motion carried by voice vote.

A motion to approve the following Category 47000 Special Fund budgets, their fund descriptions, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by John Lang:

- Recorder Automation (028)
- Circuit Clerk Automation (029)
- County Clerk Automation (030)
- Circuit Clerk Operations & Administration (031)
- Probation Services (033)
- Court Document Storage (039)
- County Treasurer Automation (047)

- Election Equipment (049)
- Maintenance & Child Support (052)
- Probation EMHD (053)
- GIS Automation (058), including the FY2023 minimum fiscal year-end fund balance policy of \$57,900.00
- Sale in Error (065)

The motion carried by voice vote.

A motion to approve the following Category 47000 Special Fund budgets, their fund descriptions, the adjustments as presented, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Robert Heuerman:

- Coroner's Equipment & Operations (070)
- Juvenile Justice (079)
- Veterans Assistance Program (083)
- Public Defender Records Automation (084)
- Special Service Area #1 (043) (revenue & expense adjusted per O2022-12)
- Special Service Area #6 (076)
- Special Service Area #7 (085)
- American Rescue Plan (086) (expense added for mandatory expense to General Fund (001))
- Public Transportation Safety (087)
- Work Release (104)
- Marriage (106)
- County Clerk Delinquent Tax Redemption (107)
- Inmate Commissary (112)
- Sheriff Kid First (113)
- Probation Conference (115)

The motion carried by voice vote.

A motion to approve the following Category 48000 Employee Benefits & Insurance Special Fund budgets, their fund descriptions, and to forward them on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by LaDon Trost:

- Social Security (012) including the FY2023 minimum fiscal year-end fund balance policy of \$214,488.00
- IMRF (013) including the FY2023 minimum fiscal year-end fund balance policy of \$305,635.00
- Insurance (017) including the FY2023 minimum fiscal year-end fund balance policy of \$539,407.00

The motion carried by voice vote.

A motion to approve the following Category 49000 Contingency Special Fund budget revised as a result of approved unfunded requests, its fund description, and to forward it on to the FY2023 Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Staci Duerr:

- Contingency (016)

The motion carried by voice vote.

A motion to approve the FY2022 Interfund Transfer Schedule and Interfund Transfer Policy as presented and/or revised and to move it forward to the Jo Daviess County comprehensive budget document was made by John Schultz and seconded by Dianne Allendorf.

The motion carried by voice vote.

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A motion to schedule a Special County Board meeting on Tuesday, November 22, 2022 at 6:30 for the purpose of the 2022 (payable 2023) Truth in Taxation hearing was made by John Lang and seconded by Lynn Gallagher.

The motion carried by voice vote.

A motion to approve the following 2022 (payable 2023) property tax levy amounts for the following Jo Daviess County Special Service Areas was made by John Schultz and seconded by Don Zillig:

- \$235,926.00 – SSA #1
- \$404,932.00 – SSA #6
- \$307,971.00 – SSA #7

The motion carried by voice vote.

A motion to schedule a Special County Board meeting on Tuesday, November 22, 2022 for the purpose of possible adoption of the Annual Budget & Appropriate Ordinance and the Tax Levy Ordinance was made by John Schultz and seconded by Don Zillig.

The motion carried by voice vote.

AGENDA ITEM V – CITIZENS' COMMENTS

Don Zillig, County Board District #2 thanked everyone for the work on the FY2023 budget.

Melisa Hammer, County Treasurer thanked the board for approving funding for Courthouse Improvements and hopes they move forward with building a secure entrance for the building.

John Lang, County Board District #3 wants the board to be thinking of parking options.

AGENDA ITEM VI - ADJOURNMENT

A motion to adjourn was made by Steve McIntyre and seconded by Diane Gallagher.

Chairperson Hill adjourned the meeting at 7:54 p.m. until 7 p.m. Monday, November 7, 2022 at the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.