

COMMITTEE REPORT

COMMITTEE: Finance, Tax & Budgets
CHAIRPERSON: Yerda Potter, Chair
DATE/TIME: March 30, 2006. 7:00 p.m.

PRESENT:

Berlage
 Carroll

Kent
 Mapes

Potter
 Schultz

Other Board members:

Others: Jean Dimke, Carol Soat, Sharon Wand

MINUTES

1. Minutes

Marvin Schultz made a motion to approve the committee minutes of February 23, 2006. Ron Mapes seconded and the motion passed.

2. Old Business

- a) Accrual conversion. Jean Dimke reported that there will be purchase order training on Tuesday, April 4. Her staff will be trained in the morning and the rest of the departments in the afternoon. She also reported that two additional licenses need to be purchased from Civic Systems at a cost of \$3500 total for the two licenses. This cost reflects a \$500 discount from Civic. Mapes made a motion to purchase two additional licenses from Civic Systems at a cost of \$3500 so we have a working user system. Alan Kent seconded and the motion passed.

3. New Business

- a) Elected officials' salaries. The committee discussed the Sheriff's salary at length. Jody Carroll made a motion to set the Sheriff's salary at \$60,000 with no increase for the 4-year term of service. Merri Berlage seconded and the motion failed. Alan Kent made a motion to start the Sheriff's salary at \$55,000 with a 3% increase each year for 4 years. Berlage seconded and the motion passed with Berlage voting no. Berlage made a motion to that the County Clerk, Treasurer, Circuit Clerk and Coroner salaries begin at the current level and receive a 3% increase each year for the next 4 years. Mapes seconded and the motion passed. These recommendations will go to the Executive Committee for their recommendation to the County Board.
- b) Storage issues. The Treasurer has determined that the responsibility and decision for storage of the collectors' books lies with her. She checked with the State of Illinois and she needs to keep the books on the premise of the courthouse. Anything that goes off premise must be filmed. The books that are at the library have been filmed and Carol Soat will confirm in writing with the library that the books are only on loan with them. Soat will check into getting shelves made for the basement to store the books that have been brought down from the attic. Soat believes that she has the capital funds available in her budget to purchase shelving materials. Jean Dimke also has a storage issue with her new Automark voting machines. The machines require annual maintenance and should be all stored in

one location. The committee talked about building cupboards under the eaves in the County Board room to store the machines, or just lining them up under the space.

- c) Glossary/index. Yerda Potter suggested that there are a lot of things that new board members do not know and other bits of information that could be written down in one central location for new board members. Mapes suggested a day-long new board member orientation is needed. Carroll recommended that the Illinois Extension puts on a new board member seminar.
- d) Hotel/motel tax. Carol Soat suggested to Betsy Eaton that the hotel/motel tax is due to the County on the 20th of the month, same as when their state taxes are due. She stated that the revenue records would then be more up-to-date by the end of the month. The committee discussed that the Development & Planning Committee voted to rescind the 90-day grace period. The committee discussed that there is no ordinance and the need for one. The ordinance will need to be published and letters should be sent to the lodging properties. The consensus of the committee is to get a complete ordinance from the States Attorney and bring the subject back to the Development & Planning Committee's next meeting.
- e) Board of Review appeals. Berlage reported that Donna Berlage stated at the staff meeting that her abstract has not come back from the state yet. The state thinks there is something wrong, but the software developer says nothing is wrong. Soat reported that the process was already behind because the sales ratio was received so late. Hearings are going to be held next week, but they should have been finished by February 15 to stay on schedule. The committee discussed the Board of Review. The consensus of the committee is to schedule a meeting between the County Board Chair and the Chief County Assessment Officer and the Board of Review before the April County Board meeting.

4. Other

- a) Chief County Assessment Officer report. Potter reported that the Illinois legislature voted to maintain the timberland assessments at the 2005 level for two years while a task force looks at the subject. She also reported that the Ramada and Country Inn & Suites in Galena have filed complaints requesting a reduction in their assessments.
- b) Treasurer's reports were included in the packets.
- c) Board member concerns – none

5. Citizens' Comments – none

Meeting adjourned at 8:50 p.m. following a motion by Mapes and seconded by Berlage.