

**JO DAVIESS COUNTY BOARD
BUDGET WORKSHOP
OCTOBER 10, 2019**

CALL TO ORDER: Jo Daviess County Chairperson Scott Toot called the meeting to order at 5:37 p.m. on Thursday, October 10, 2019 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

ROLL CALL was answered as follows: Present - Steve Allendorf, William Bingham, Staci Duerr, Robert Heurman, Don Hill, John Lang, Hendrica Regez, John Schultz, Ron Smith, Scott Toot, LaDon Trost, and Don Zillig. Present: 12. Absent - Lucas Bourquin, Diane Gallagher, John Korth, Robert O'Connor, and Andrew Townsend. Absent: 5.

THE PLEDGE OF ALLEGIANCE was led by Chairperson Toot.

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

There was no new business brought before the board.

AGENDA ITEM IV - FY2020 BUDGET WORKSHOP

County Administrator Dan Reimer presented a summary review of the FY2020 budget process to date.

A motion to approve the additional expense request to increase the County Highway Fund (002) target amount by \$575 for the implementation of the amended Pay Grade Schedules was made by Steve Allendorf and seconded by Ron Smith.

The motion carried by voice vote.

A motion to approve the additional expense request to increase the GIS Automation Fund (058) target amount by \$554 for the implementation of the amended Pay Grade Schedules was made by Steve Allendorf and seconded by Staci Duerr.

The motion carried by voice vote.

A motion to approve the additional expense request to increase the JDC Transit Fund (071) target amount by \$272 for the implementation of the amended Pay Grade Schedules was made by Steve Allendorf and seconded by Staci Duerr.

The motion carried by voice vote.

A motion to approve the following Special Fund budgets, the adjustments as presented, their fund descriptions, and to forward them on to the FY2020 Jo Daviess County comprehensive budget document was made by Steve Allendorf and seconded by Staci Duerr:

- County Highway (002) with a minimum fiscal year end fund balance policy of \$884,000.00
- Public Health (003) with a minimum fiscal year end fund balance policy of \$320,000.00
- Federal Aid Matching (008)
- County Aid to Bridges (011)

Jo Daviess County Board Minutes

October 10, 2019

Page 2 of 5

- Insurance (017) with a minimum fiscal year end fund balance policy of \$488,000.00
- Recorder Automation (028)
- Tourism Capital Equipment (032)
- GIS Automation (058) with a minimum fiscal year-end fund balance policy of \$45,500.00
- JDC Transit (071)

The motion carried by voice vote.

The following special fund budgets will be held over for discussion and final action at the Budget Workshop meeting on October 16, 2019:

- Social Security (012) with a minimum fiscal year end fund balance policy
- IMRF (013) with a minimum fiscal year end fund balance policy
- 708 Mental Health (014)
- Contingency (016)
- Economic Development (018)
- General Capital Investment Fund (042)
- General Capital Equipment Replacement Fund (048)

A motion to approve the following recurring necessary expense requests to increase the General Fund (001) target amount by a total of \$23,389 for the implementation of the amended Pay Grade Schedules was made by John Lang and seconded by Ron Smith:

- \$292 - Courthouse 40101
- \$2,235 - County Administrator 40103
- \$1,320 - County Treasurer 40104
- \$2,449 - County Clerk & Recorder 40106
- \$1,441 - Chief County Assessment Officer 40108
- \$4,733 - Information & Communications 40110
- \$272 - Grant Administrator 40113
- \$1,223 - Safety Building 41122
- \$1,223 - Emergency Management 41125
- \$396 - Probation 42132
- \$1,801 - Circuit Clerk 42133
- \$2,504 - State's Attorney 42134
- \$651 - Economic Development/Planning 44162
- \$3,815 - Planning & Development 45163

The motion carried by voice vote.

A motion to approve the recurring necessary expense request to decrease the General Fund (001) Chief County Assessment Officer 001-40108 target amount by \$7,140.00 for a change in health insurance coverage was made by Steve Allendorf and seconded by Don Hill.

The motion carried by voice vote.

A motion to approve the necessary non-recurring expense request to increase the General Fund (001) Miscellaneous 001-40112 target amount by \$17,800.00 for the purchase of financial software modules made by Don Hill and seconded by John Lang.

The motion carried by voice vote.

Jo Daviess County Board Minutes

October 10, 2019

Page 3 of 5

A motion to approve the necessary recurring expense request to increase the General Fund (001) County Clerk & Recorder 001-40106 target amount by \$1,688.00 for the annual support and maintenance fees for new financial software modules was made by Don Hill and seconded by Staci Duerr.

The motion carried by voice vote.

A motion to approve the necessary recurring expense request to increase the General Fund (001) County Treasurer 001-40104 target amount by \$1,688.00 for the annual support and maintenance fees for new financial software modules was made by William Bingham and seconded by Hendrica Regez.

The motion carried by voice vote.

A motion to approve the following General Fund (001) expense budgets under General Control & Administration, the adjustments as presented, and to forward them on to the FY2020 Jo Daviess County comprehensive budget document was made by Staci Duerr and seconded by John Schultz:

- Courthouse 40101
- County Board 40102
- County Administrator 40103
- County Treasurer 40104
- Tax Extension 40105
- County Clerk & Recorder 40106
- Elections 40107
- Chief County Assessment Officer 40108
- Board of Review 40109
- Information & Communications 40110
- Grant Administrator 40113

The motion carried by voice vote.

A motion to approve the following General Fund (001) expense budgets under Miscellaneous, the adjustments as presented, and to forward it on to the FY2020 Jo Daviess County comprehensive budget document was made by Staci Duerr and seconded by Don Hill:

- Miscellaneous 40112

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 FY2020 Jo Daviess County comprehensive budget document was made by Steve Allendorf and seconded by Robert Heuerman:

- 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.

William Bingham left the meeting at this time.

Jo Daviess County Board Minutes

October 10, 2019

Page 4 of 5

A motion to approve the following General Fund (001) expense budgets under Judiciary & Courts Related, the adjustments as presented, and to forward them on to the FY2020 Jo Daviess County comprehensive budget document was made by Robert Heuerman and seconded by John Schultz:

- Courts 42131
- Probation 42132
- Circuit Clerk 42133
- State's Attorney 42134

The motion carried by voice vote.

A motion to approve the following General Fund (001) expense budgets under Health, Education & Social Services and to forward them on to the FY2020 Jo Daviess County comprehensive budget document was made by John Lang and seconded by Hendrica Regez:

- Animal Control 44153
- Social & Environmental 44157
- Regional Superintendent of Schools 44159

The motion carried by voice vote.

A motion to approve the following General Fund (001) expense budgets under Economic & Physical Development & Planning, the adjustments as presented, and to forward them on to the FY2020 Jo Daviess County comprehensive budget document was made by John Schulz and seconded by Robert Heuerman:

- Economic Development/Planning 44162
- Planning & Development 45163

The motion carried by voice vote.

A motion to approve the fund description and minimum fiscal year end fund balance policy for the FY2020 General Corporate Fund budget as presented with the amount designated as minimum fiscal year fund balance to be \$2,211,600 was made by Staci Duerr and seconded by Steve Allendorf.

The motion carried by voice vote.

A motion to establish the amount of unreserved/undesignated fund balance available to be allocated from the General Fund for unfunded requests and/or contingency at \$550,000.00 was made by John Lang and seconded by Don Hill.

The motion carried by voice vote.

The board reviewed the current list of General Fund unfunded requests. Members discussed whether or not department heads could choose to alter their requests during the process, whether or not the board could grant a partial request, so funds could be set aside in the Capital Equipment fund to accomplish their project in the future, and bonding options that might be available to fund projects. As a group, they shared their opinions and priorities on current list of unfunded requests in anticipation of final decisions and action to be taken at the Budget Workshop meeting on Wednesday, October 16, 2019.

The FY2020 Schedule of Interfund Transfers and the Interfund Transfer Policy will be reviewed on, and with action to be taken at the Budget Workshop meeting on Wednesday, October 16, 2019.

A motion to adjust the Round 3 General Fund (001) revenue estimates to reflect an updated total of \$8,218,841.00 was made by Staci Duerr and seconded by Don Zillig.

The motion carried by voice vote.

AGENDA ITEM V – CITIZENS’ COMMENTS

Sheriff Kevin Turner, Elizabeth, asked how tonight’s board member opinions on funding the FY2020 unfunded requests compares to the most recent County Board Retreat list of priorities, projects, and goals. He pointed out that the County Board Retreat results show the biggest concern for the county was the overwhelming need to “Fund Exterior Courthouse Repairs Immediately” with a score of forty-two (42) points.

AGENDA ITEM VI - ADJOURNMENT

A motion to adjourn was made by Don Hill and seconded by Don Zillig.

The motion carried by voice vote.

Chairperson Toot adjourned the second budget workshop meeting at 7:28 p.m. until 5:30 p.m. Wednesday, October 16, 2019 at the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.