

## COMMITTEE REPORT

**COMMITTEE:** Finance, Tax & Budgets  
**CHAIRPERSON:** Steve Allendorf, Chairman  
**DATE/TIME:** December 27, 2018 @ 6:30 p.m.

**PRESENT:**  Steve Allendorf       John Schultz       Staci Duerr  
                   Jacob Shireman       Brandon Behlke       Ron Smith  
                   Scott Toot               John Lang

Other Board members: None

Others: Donna Berlage, Melisa Hammer and Dan Reimer

1. **Call to Order** – Steve Allendorf called the meeting to order at 6:32 pm.
2. **Roll Call** – A quorum was established.
3. **Approval of Minutes** – **John Lang made a motion to approve the November 29, 2018 Finance, Tax & Budgets Committee meeting minutes as presented. Seconded by Ron Smith and motion passed.**
4. **Citizens Comments** – None
5. **Unfinished Business**
  - a) FY2017/FY2018 Strategic Goals & Plans – There was nothing new to discuss on this item at this time. There was considerable discussion on possible ways to streamline the financial/budgeting process and reduce the amount of redundant information that is presented and reviewed at each of the budget meetings. The County Administrator’s Office places budget information on the ftp site before each budget meeting; County Board members will be encouraged to review the information prior to the meeting, this should help reduce the amount of time needed for financial/budget review.
6. **New Business**
  - a) Discussion and possible action on establishing meeting dates and start time for the FY2019 Finance, Tax & Budgets Committee meetings – Dan Reimer discussed that the Finance committee historically meets on the last Thursday of the month at 6:30 p.m. Steve Allendorf asked if the start time works for everyone. Since there are three committee members absent the committee will discuss the meeting start time at the next meeting. **John Lang made a motion to approve the meeting dates for FY2019 for the Finance, Tax & Budgets Committee meetings to start at 6:30 p.m. Seconded by Scott Toot and motion passed.**
  - b) Discussion and possible action to amend the Jo Daviess County Board Per Diem/Mileage Allowance Policy- Steve Allendorf discussed that we are reviewing the County Board Per Diem/Mileage Allowance policy in an effort to condense, reformat and to add a possible item to the policy. Dan Reimer reviewed the updated policy draft that was included in the informational packet. In 2017 the County Board adopted a Travel & Business Expense policy which is referred to in the County Board Per Diem/Mileage Allowance policy. **John Lang made a motion to approve the Jo Daviess County Board Per Diem/Mileage Allowance Policy as amended. Seconded by Staci Duerr and motion passed.**

- c) Discussion and possible action regarding the 2019 Jo Daviess County standard mileage rate – Dan Reimer commented that every year the Internal Revenue Service publishes the standard mileage rate and the County Board always takes a look at it this time of year. Historically there is no set pattern. The County Board sets the rate based on the recommendation from this committee. **Ron Smith made a motion to set the 2019 Jo Daviess County standard mileage rate at \$0.54 per mile. Seconded by Scott Toot and motion passed.**

**7. Staff Reports**

- a) **Chief County Assessment Office** – Donna Berlage, Chief County Assessor, reported that the Board of Review finished their tentative decisions on property assessment appeals on December 5<sup>th</sup>. There are 17 hearings scheduled for January 8<sup>th</sup>. After the hearings are complete, final decisions will be prepared and mailed. They will then begin cleaning up any end of the year items and getting ready to close their books. The tentative multiplier came back from the Illinois Department of Revenue as a 1.00. The Township Assessor's meeting was held on December 10<sup>th</sup> and all were in attendance.
- b) **Treasurer's Office** – Melisa Hammer, County Treasurer, reported that her office starting to finish out the year and working on year-end financial reporting. They are also starting to get information together for the auditors. The County did receive TIF money back from the Village of Stockton.
- c) **Grants Administrator** – Trina Orr, Grants Administrator, was not in attendance.
- d) **County Administrator** – Dan Reimer reported on the mold remediation project in the Courthouse. The total expense November 30<sup>th</sup> the total cost was \$43,535.74. Because this was a unique situation and there were no funds appropriated in the FY2018 Courthouse budget for this type of event the County Board approved payment of mold remediation expenses from the Insurance Fund budget. Reimer reviewed the financial statements for County budgets for the 12 month period ending November 30, 2018. We still have one more month of bills that will come in for FY2018. Reimer feels things are going pretty well. Financial statistics look really good.

**8. Citizens' comments - None**

9. **Board Member Concerns** – John Lang asked why some departments which have a County owned vehicle still have employees from the department who claim mileage reimbursement for use of the their personnel vehicle when on County business. The Committee discussed that sometimes department vehicles are assigned to a certain position and not available for use by others in the department. Dan Reimer reported that a Resolution to Dissolve and Rescind the Catastrophic Public Health Emergency Fund (046) and Associated Fund Description was approved by the Board of Health and the Social & Environmental Committee on December 20<sup>th</sup>. The resolution will go to the County Board for consideration on January 8<sup>th</sup>..

The next Finance, Tax & Budgets Committee meeting will be on Thursday, January 31, 2019 @ 6:30 p.m.

Scott Toot made a motion to adjourn at 8:00 pm. Seconded by John Lang and motion passed.