

## Finance Committee

### Minutes

October 21, 2019

The Finance Committee of the Piatt County Board met on Monday, October 21, 2019 at 9:08 a.m. in Room 104 of the Courthouse. The meeting was called to order by Chairman Ray Spencer. Attending were members: Robert Murrell, Dale Lattz, Randy Shumard, Shannon Carroll, Renee Fruendt. Also in attendance: States Attorney Dana Rhoades, Jennifer Harper, Linda Leach, Debbie Marshall, Jennifer Bryant, Seth Floyd, Alicia Winder, Kyle Reynolds, Mike Holmes, Tony Kirkman, Darlene Baker, Jami Trybom, Henry Motsegood, David Hunt, Steve Hoffman and Keri Nusbaum.

### **FY 20 Budget**

Leach has distributed an updated budget including everything that has been turned in to her. Public Defender Tim Steadman spoke regarding the court budget. Public defender is included under the Court budget. There is no overhead. He covers his office expenses. The only line item is his salary which is reimbursed 2/3 by the state. States attorney Rhoades said there are possibly items to be cut in the court budget, but the public defender line should not be cut.

**Animal Control** – Teresa Camfield submitted her changes to Renee Fruendt. Proposed change of \$500 rather than the suggested \$1500 cut for mileage. The only other cut offered was \$400 for the administrator. There is a contract currently with the administrator. She would need to be given notice. Camfield said the administrator has agreed to the reduction. There is a resolution in process to increase tag fees.

**Assessor**- The assessor has reduced the budget by more than 9% from last year's appropriations.

**Circuit Clerk** – he has not submitted a 9% cut. There is no furlough language in the labor union agreement in place for his office. The only way to achieve a 9% cut would be through 2 layoffs. It is not possible to keep up with the work with that staff without reducing services. The labor agreement was signed 8 weeks ago. He has submitted approximately 4 ½% in cuts.

**County Board** – with Linda taking 2 furlough days per month, this budget is well over the 9% requested cuts. County Board per diem was cut by \$10,000, mileage cut by \$4000, office supplies cut \$2000.

Spencer asked if a mileage rate reduction would need to be voted upon. It can be on the next regular meeting agenda.

**County Clerk** – has eliminated a Part time position. This is more than the 9% requested.

**Death Examiner** – has submitted 9% in reductions

**EMA** – An updated budget was submitted. It shows a \$30,000 increase from last year. Holmes stated that last year's budget was a part time budget. Murrell asked how much was spent in 2019. \$56,140 was spent last year. The increased budget and difference is based upon projected grants received. Spencer suggested moving on and returning to this department.

**Maintenance** – has cut 10.26% including 5.9% salary line cuts.

**Building and Grounds** – budget has been adjusted to show cuts in gas, electric and telephone. It still falls short of the 9% target.

**Probation** – Chief Officer's salary is paid by the state, and the officers' salaries are subsidized by the state. The part time secretary is 4 days per week. He has already cut items from several line items. He proposes an additional \$5,000 to be cut from the detention fund.

**Sheriff** – Has cut 9%. This will eliminate 3 FT positions, 2 PT positions. Would layoff off 2 people. He has cut janitorial supplies, and will eliminate a bailiff. Cancelled the inmate healthcare plan which will increase liability, and has cut PSB security upgrades.

Spencer questioned the funding for the Spillman project. The contract has been signed, the first payment has been made. Sheriff will find a way to pay for it somehow. His portion is 135,000.

**States Attorney** – has cut 1 administrative assistant position and one Assistant States Attorney will go to part time. This equals \$14,000 in cuts. This meets the 9% request.

**Treasurer** – has cut continuing ed. will pay from her automation fund. Telephone has been cut by eliminating fax line. They will use the fax in the county board area. She will pay mileage out of pocket. Took \$1000 from office supplies. Cut publication budget to publish all online. New equipment will be paid from her automation fund. She has cut 7 ½ - 8%. Two persons in her office do not take insurance which she believes should be a consideration. She does not want to take any furlough time for her staff.

**Zoning**- The only way to get to 9% reductions is through furlough days. Approximately 24 will be required.

**Motion:** Shumard made motion, seconded by Carroll to set the mileage reimbursement rate for 2020 at .30 cents per mile. Roll was called. Spencer, Shumard, Lattz, Carroll, Fruendt – Yes; Murrell – No.

**Election**- can cut 10 thousand dollars but with 2 elections, that may not be very realistic. Cyber security line will always stay at zero it is grant money which is reimbursed.

The committee returned to the Animal Control, Building and Grounds, Circuit Clerk and EMA budgets.

**Motion:** Fruendt made motion, seconded by Carroll to make recommendation to the County Board to reduce the administrators' salary in the Animal Control budget by \$400. Roll was called, all in favor. Motion carries.

**Circuit Clerk** – the only suggested cut was in the salary line. The States attorney has researched and furloughs would have to go through the bargaining process, layoffs would not. Lattz said whomever is on the labor committee next year will need to look at those contracts very seriously. Floyd said any operational expenses have been cut and he has doubts about his office being able to operate without all personnel. Murrell said he doesn't see that any other cuts can be made. Spencer said as far as he is concerned, the rest could be left alone.

**Building and Grounds** - Spencer said he didn't see any other cuts to be made to building and grounds.

**EMA** – Holmes said there was an interpretation error to his last budget turned in. Leach clarified that all grant money is shown on the revenue lines, not in the individual budget.

Lattz said the request has been made that a 9% cut has been made, and department heads seem to be using different starting points. If the provided figures are not being used, apples and oranges are being compared. Carroll asked about the action taken to make the department full time. Lattz said that wasn't done since he was on the board. Spencer said the job description was for a full time position. Shumard said this was done by the previous chairman. Spencer agreed with Lattz that the salary can be set by the board. Holmes started as an independent contractor, and then was hired full time, under the sheriff. Lattz does not think this is a \$65k position, and does not agree with paying mileage to drive from outside the county. All other salaries in the county are frozen. Holmes said the budget he submitted is bare bones. Spencer suggested that this may be better discussed in executive session. Rhoades said they could go into closed session with the public safety exemption. Shumard said it could overlap with personnel. Holmes said the Piatt County Emergency Operations plan could be FOIA'd. Elizabeth Dobson gave background history of the EMA department.

Spencer said that per the IEMA call last week if grant obligations are not fulfilled, the state can claw back other grants.

Holmes went down the line items of the operations budget and explained each. When asked if EMA was required, he referred the board back to the legal memorandum prepared by Ms. Rhoades on October 11, 2019. Murrell said he would approve a part time budget and salary, as this is what a small county needs and it's unfair to ask others to cut and increase this budget.

**Motion:** Murrell made motion to accept the EMA budget for a part time operation. There was no second. Motion fails.

Discussion of the health insurance premiums paid by employees was next. Right now union and nonunion employees pay the same amounts.

Leach will put together the numbers from today, and the committee will re convene in the morning.

**Motion:** Carroll made motion, seconded by Lattz to recess until Tuesday October 22 at 8:30 a.m. All in favor and the motion carried.

The Finance Committee of the Piatt County Board reconvened on Tuesday, October 22, 2019 at 8:30 a.m. in Room 104 of the Courthouse. The meeting was called to order by Chairman Ray Spencer. Attending were members: Robert Murrell, Dale Lattz, Randy Shumard, Shannon Carroll, Renee Fruendt. Also in attendance: States Attorney Dana Rhoades, Jennifer Harper, Linda Leach, Debbie Marshall, Jennifer Bryant, Seth Floyd, Alicia Winder, Kyle Reynolds, Mike Holmes, Tony Kirkman, Darlene Baker, Jami Trybom, Henry Motsegood, David Hunt, Steve Hoffman and Keri Nusbaum.

**Motion:** Murrell made motion, seconded by Fruendt to approve the minutes of the October 17, 2019 9 a.m. meeting. All in favor and the motion carried.

**Motion:** Murrell made motion, seconded by Fruendt to approve the minutes of the October 17, 2019 7 p.m. meeting. All in favor and the motion carried.

The committee has received the updated numbers. The current deficit shown is \$512,905.

Spencer said he didn't want to single out 2 people for days off without pay, and he felt it would impact county services if zoning and finance took furlough days.

**Motion:** Spencer made motion to eliminate the furlough days for County Board finance and zoning offices. Seconded by Carroll. Roll was called; Spencer-yes; Carroll-yes; Shumard – yes; Lattz-yes; Fruendt- yes; Murrell – Abstain. Motion carried.

Carroll voiced concern about the Spillman project and if it is still funded. Hunt has signed the contract. The ETSB has agreed to pay \$77,000 to the project.

Spencer asked for thoughts. Shumard said the budget should be re-visited before the final. Lattz said he had voted to accept a 9% cut and budget is at 6.78%. He questioned when the EMA salary was set. Carroll agrees with Lattz that the budget is not at the 9% reduction level the committee voted for before and the EMA salary is a hang up. Fruendt said the EMA salary is too much, some departments have gone above and beyond, and some have not. She pointed out that maintenance is on call all the time, and they are not receiving raises, and have in fact been cut the 9%. Murrell agreed with Lattz and Fruendt. The goal is not met, and a half million dollar deficit is a dis-service to the taxpayers.

Lattz said he estimates an additional \$104,230 to be cut to get to the 9%.

**Motion:** Shumard made motion, seconded by Fruendt to pass the tentative budget to the full County Board with the caveat that an additional \$105,000 will be cut. Roll was called. Shumard – Yes; Fruendt – Yes; Lattz – Yes; Carroll – Yes; Spencer – Yes; Murrell – No.

Additional finance meetings will be scheduled to work on the additional changes to the budget.

**Public Comment:** Tony Kirkman asked for clarification on the beginning numbers of the budget.

**Motion:** Fruendt made motion, seconded by Carroll to adjourn. All in favor, the motion passed and the meeting was adjourned at 9:08 a.m.

Respectfully submitted,

Keri Nusbaum  
Piatt County Zoning Officer