

FINANCE AND ADMINISTRATION COMMITTEE
MONDAY, JANUARY 11, 2021 5:00 PM
DIAL IN NUMBER (US) 1-312-584-2401 MEETING ID: 1378275#
OR
HTTPS://CALL.LIFESIZECLOUD.COM/1378275
PLEASE MUTE WHEN NOT SPEAKING

Call to Order (5:00 PM)

Members Present: Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman

Josh Barringer, Joni Bailey, Brooke Guthman, Maureen Berkowitz, Mary Beth Varner, Sharee Langenstein, Liz Hunter, Steven Mitchell, Jeff Whitbeck, Kenton Schafer, Cindy Svanda, Gary Shafer

Approval of Minutes

- I. [21-5606](#) Approval of December 7, 2020 Minutes
A motion was made by Erbes, seconded by Calandro, to approve the December 7, 2020 minutes as presented. The motion carried by the following vote:
Yes: 7 - Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman
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Chair's Report

- II. [21-5607](#) Meeting Date and Time
Comparato suggested that the committee continue to keep the same meeting dates and times. The consensus of the committee was to keep everything the same.
- III. [21-5608](#) 2020 UCCI Due's refund
Comparato noted that this item was informational only. UCCI had refunded the County's dues for FY2020 and that the County would re-pay the refund toward the FY2021 dues.
- IV. [21-5609](#) State's Attorney Office Union Members
Comparato relayed to the committee that the State's Attorney Office had 9 employees who joined the AFSCME Courthouse Union. He noted that this could potentially cause a conflict of interest for the upcoming FY21 union negotiations. He also mentioned that Mr. Cervantes would be hiring Gene Turk to represent the County during the negotiations. D. Bost noted that he opposed the SAO negotiating any Union contract because he believes it is a conflict of interest. Rendleman asked who was included in the Union and the County Administrator replied that it was the business manager and support staff.
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Insurance

- V. [21-5610](#) Work Comp Update
The County Administrator noted that there was one employee on light duty working in the County Board Office, but no other new cases as of yet.
- VI. [21-5611](#) Payment of Hope Trust Dental & Vision Claims in the amount of \$13,599.49
A motion was made by D. Bost, seconded by Rendleman, to approve the payment of Hope Trust Dental & Vision Claims in the amount of \$13,599.49. The motion carried by the following vote:
Yes: 7 - Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman
- VII. [21-5612](#) Payment of Hope Trust Medical Admin Claim in the amount of \$545,638.00
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Comparato noted that this amount was double due to it being December and January's amount added together. Mueller asked why this was done and the County Administrator noted that it was Hope Trust's policy to do so due to the large end-of-year workload they have getting re-enrollments keyed in and submitting new insurance cards to members.

A motion was made by Calandro, seconded by Rendleman, to approve the Hope Trust Medical Admin Claim in the amount of \$545,638.00. The motion carried by the following vote:

Yes: 7 - Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman

Finance

- VIII. [21-5614](#) Approval of On-Demand Claims in the amount of \$22,578.58
Rendleman questioned the \$22K item on the claims report. The County Administrator noted that it came from the State's Attorney Office and was approved by her. Rendleman questioned the process for approving such a large amount and the committee had a discussion of the On Demand Claim process.
A motion was made by D. Bost, seconded by Rendleman, to approve the On-Demand Claims in the amount of \$22,578.58. The motion carried by the following vote:
Yes: 7 - Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman
- IX. [21-5615](#) Payment of Board Member Travel Expenses in the amount of \$2,723.33
The motion was withdrawn by Rendleman and Calandro after Rendleman noted that his per diem was turned in late and therefore not included in the amount. The County Administrator suggested that since the motion was withdrawn, the item would be moved to the full Board and would include his per diem total.
A motion was made by Rendleman, seconded by Calandro, to approve the Board Member Travel Expenses in the amount of \$2,723.33 (Motion was withdrawn. No vote was taken).
- X. [21-5650](#) County Board Copier Service Contract
A motion was made by Rendleman, seconded by Mueller, to approve the County Board Copier Service Contract. The motion carried by the following vote:
Yes: 7 - Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman
- XI. [21-5616](#) Delinquent Tax Resolution 2021-01 Parcel #6962
Delinquent Tax Resolution 2021-02 Parcel #13-30-329-006
Delinquent Tax Resolution 2021-03 Parcel #10852
Delinquent Tax Resolution 2021-04 Parcel #9675
Delinquent Tax Resolution 2021-05 Parcel #15-16-281-022
Delinquent Tax Resolution 2021-06 Parcel #02-25-335-001
Delinquent Tax Resolution 2021-07 Parcel #02-25-335-008
Delinquent Tax Resolution 2021-08 Parcel #03-36-456-016
Delinquent Tax Resolution 2021-09 Parcel #05-17-336-010
Delinquent Tax Resolution 2021-10 Parcel #05-17-401-017
Delinquent Tax Resolution 2021-11 Parcel #14-04-158-031
Delinquent Tax Resolution 2021-12 Parcel #15-16-278-015, 016
Delinquent Tax Resolution 2021-13 Parcel #15-16-380-012
Delinquent Tax Resolution 2021-14 Parcel #15-16-406-016
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Delinquent Tax Resolution 2021-15 Parcel #15-16-428-015, 028
Delinquent Tax Resolution 2021-16 Parcel #15-16-428-041
Delinquent Tax Resolution 2021-17 Parcel #15-16-454-011, 012, 013
Delinquent Tax Resolution 2021-18 Parcel #15-16-462-013
Delinquent Tax Resolution 2021-19 Parcel #15-16-463-012
Delinquent Tax Resolution 2021-20 Parcel #15-16-481-019
Delinquent Tax Resolution 2021-21 Parcel #15-20-152-024
Delinquent Tax Resolution 2021-22 Parcel #15-21-126-004

A motion was made by Rendleman, seconded by Mueller, to approve Delinquent Tax Resolutions 2021-01 through 2021-22. The motion carried by the following vote:

Yes: 7 - Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman

XII. [21-5617](#)

Budget Amendment for Sheriff's Office Copier

The County Administrator noted that this item required Board approval. She noted the money had been budgeted but needed to move to its own lease line item on the budget report due to suggestions from the last audit.

A motion was made by Rendleman, seconded by Calandro, to approve the Budget Amendment for the Sheriff's Office Copier. The motion carried by the following vote:

Yes: 7 - Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman

XIII. [21-5618](#)

Coroner Fee's Budget Adjustment

Comparato noted the attached letter for more information on this agenda item. Hunter explained to the committee that the Coroner fee's needed to be in a special fund separate from the County General fund. Basden questioned whether this money was already budgeted or not. Hunter replied that it was and that going forward, the money would be put in a special fund that only the Coroner would be able to access and use. Mueller questioned whether this would be a retro-active move of money and Hunter replied it would not be. Rendleman questioned how much money was collected from these fees and the County Administrator noted that \$19K was budgeted for FY21. Comparato noted that this was an informational only item and that he wanted the committee to be aware that the money being separated into a special fund should be spent on equipment and lab facilities. He asked that the committee think about the impact this would have on the County, dependent on how the Coroner chooses to spend the money.

XIV. [21-5619](#)

FY21 JGA Funding Request

Comparato mentioned that Ms. Guthman had given a presentation in December concerning a request for funding in the amount of \$5K from the County and that the committee decided to make the request an agenda item for the January meeting. Comparato noted that JGA had sent the County Administrator an email with information on JGA and a request for \$10K. Basden asked Guthman if she had provided the committee on any of the information requested from the December meeting. Guthman discussed what JGA had done previously and what future projects looked like. Rendleman commented that he felt the County should support Mueller's work with JGA and commended Mueller for her work. Bailey commented on the opportunities JGA would have with the funding. Langenstein suggested some parliamentary procedure issues. She noted that the first motion had not been voted on and that the "friendly amendment" that was suggested by the original movers to increase the funding amount from \$3K to \$10K was not valid because it had not been voted on as well. Comparato redirected the committee to correct the parliamentary procedure issues. Once those issues were corrected, a discussion was had among the committee members to require in writing quarterly statements from JGA. The committee discussed whether there should be a resolution or ordinance created and whether that was the correct method. Basden suggested taking the idea to the Legislative Committee.

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Comparato suggested that this be put on a later agenda. A motion was then made to request funding JGA with obligations.

A motion was made by D. Bost, seconded by Calandro, to approve recommendation to the full Board to fund the Jackson Growth Alliance in the amount of \$3,000 (No vote was taken).

Mueller requested to amend the funding amount for Jackson Growth Alliance to \$10,000. D. Bost and Calandro agreed. The motion carried by the following vote:

Yes: 6-Basden II, Calandro, D. Bost, Erbes, Mueller and Rendleman

No: 1-Comparato

Rendleman suggested to amend the motion to include the obligation to report in writing and in person to the Committee on a quarterly basis on how the money is being used in the County. D. Bost and Calandro agreed. The motion carried by the following vote:

Yes: 6-Basden II, Calandro, Comparato, D. Bost, Mueller and Rendleman

Abstain: 1-Erbes

A final motion was made to approve recommendation to the full board funding the Jackson Growth Alliance in the amount of \$10,000 with the obligation to report in writing and in person to the Committee on a quarterly basis on how the money is being used in the County. The motion carried by the following vote:

Yes: 7-Basden II, Calandro, Comparato, D. Bost, Erbes, Mueller and Rendleman

- XV. [21-5620](#) Cash Summaries by Bank
This item was informational only.
- XVI. [21-5621](#) Revenue by Department
This item was informational only.

Labor

Old Business

New Business

Executive Session

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Adjourn (6:10 PM)

Mueller moved and Basden seconded to adjourn, motion carried.