Finance and Administration Committee Meeting
Thursday, April 11, 2024 5:00 PM
Jackson County Sheriff's Office Conference Room

Call to Order

(5:00pm)
Present: Comparato, Ikner, Battrell, Snyder, Bost, Erbes, Rendleman
Also Present: Mary Beth Varner, Joni Bailey, Chad Hill, Kevin Lister, Tamiko Mueller, Liz (Hunter) Stevenson

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Approval of Minutes

I. 2024-218 Approval of March 18, 2024, Minutes

A motion was made by Snyder, seconded by Battrell, to approve the March 18, 2024, Minutes as presented. The motion carried by unanimous vote.

Chair's Report

II. 2024-262 FY22 Audit Presentation

This item was moved to the full Board meeting.

Insurance

III. 2024-35 Work Comp Litigation

This item was discussed in the Executive Session.

Once out of Executive Session, a motion was made by Rendleman, seconded by Erbes, to authorize and direct the insurance adjuster to negotiate a settlement up to the approved amount for the case discussed during the Executive Session. The motion carried by unanimous vote.

IV. 2024-264 Payment of HOPE Trust Dental & Vision Claims in the amount of $4,720.80

A motion was made by Snyder, seconded by Battrell, to approve payment of HOPE Trust Dental & Vision Claims in the amount of $4,720.80. The motion carried by unanimous vote.

V. 2024-322 Payment of HOPE Trust Medical Administration Claim in the amount of $335,350.00

*A motion was made by Battrell, seconded by Bost, to approve the payment of HOPE Trust Medical Administration Claim in the amount of $335,350.00. The motion carried by the following roll call vote: **YES** (5): Comparato, Ikner, Bost, Snyder, Battrell **ABSENT** (2): Rendleman, Erbes*

Finance

VI. 2024-133 Payment of Board Member Travel Expenses

A motion was made by Ikner, seconded by Battrell, to approve the payment of Board Member Travel Expenses in the amount of $2,942.22. The motion carried by the following roll call vote: ***YES*** *(5): Comparato, Ikner, Snyder, Bost, Battrell* ***ABSENT*** *(2): Rendleman, Erbes*

VII. 2024-210 Approval of On-Demand Claims in the amount of $89,865.49

A motion was made by Battrell, seconded by Snyder, to approve On-Demand Claims in the amount of $89,865.49. The motion carried by the following roll call vote: ***YES*** *(5): Comparato, Snyder, Ikner, Bost, Battrell* ***ABSENT*** *(2): Rendleman, Erbes*

VIII. 2024-323 Delinquent Tax Resolution 2024-41 Permanent Parcel Number #05-05-327-006
Delinquent Tax Resolution 2024-42 Permanent Parcel Number #13-30-153-014

A motion was made by Ikner, seconded by Bost, to approve Delinquent Tax Resolution 2024-41 Permanent Parcel #05-05-327-006. The motion carried by unanimous vote.
A motion was made by Bost, seconded by Snyder, to approve Delinquent Tax Resolution 2024-42 Permanent Parcel #13-30-153-014. The motion carried by unanimous vote.

IX. 2024-324 Cash Summaries By Bank

No update was given.

X. 2024-325 Revenue and Expense by Department

(Erbes Arrived)
No update was given.

The committee asked several clarification questions of Ms. Stevenson regarding this report.

XI. 2024-356 County General Fund 101 Summary

(Rendleman Arrived)
Ms. Stevenson commented that she would be providing this report to the committee at future meetings and explained that this report would better explain what has been spent and what is available. Comparato and the committee members briefly discussed the report and thanked Ms. Stevenson, noting that it would extremely helpful going forward.

Labor

Old Business

XII. 2024-326 DRAFT Funding Request Form

The County Administrator explained to the committee that this was a DRAFT document created by the Board staff per last month's meeting request. Comparato suggested the Board create a policy so that outside entities could only request funding during the annual budget process and asked how the Board would be able to verify how the funding was spent, suggesting a possible one-page follow-up form to be filled out after a determined amount of time. Rendleman commented that he felt requests should not be only limited to the annual budget cycle process. This led to a longer discussion regarding capital expenditures and the need to prioritize capital needs and what additional information the funding request form should contain. The County

Administrator asked for clarification from the committee regarding whether the form would be used only for outside entity requests or would it include department and Board requests as well. The committee made some suggestions for the form and asked that it be brought back to the committee next month. Comparato asked ASA Bailey to provide her opinion, at the next meeting, on whether the County can disburse funding to outside entities and whether it should be during or outside the annual budget process.

New Business

Executive Session

XIII. 2024-327 Executive Session under 2 (c) 11 of the Illinois Open Meetings Act to discuss Litigation

(6:02pm)
A motion was made by Bost, seconded by Rendleman, to go into Executive Session under 2 (c) 11 of the Open Meetings Act to discuss Litigation. The motion carried by the following roll call vote: ***YES*** *(7): Comparato, Snyder, Ikner, Bost, Battrell, Rendleman, Erbes*

Adjourn

(6:23pm)
A motion was made by Bost, seconded by Erbes, to adjourn the meeting. The motion carried by unanimous vote.