

## **AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**

**January 16, 2020**

Present: Clark Pearce, Chairman  
Venise McWard, Tim Carlson, Vicki McMahan, Mike McClure  
Absent: none

Others present: Becky Edwards, Mike Gianasi, Mike Havera, Janet Bland and Tom Latonis.

The Audit/Finance Committee met on Thursday, January 16, 2020 at 6:30 p.m. in the County Board Meeting Room, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

### **CLAIMS**

A motion was made by Vicki McMahan and seconded by Venise McWard to approve the claims as presented for January. The motion carried.

### **BUILDING REFERRALS**

There were no referrals from the Building Committee as quotes are being obtained.

### **INTERGOVERNMENTAL AGREEMENT**

An intergovernmental agreement was presented to the Committee to authorize the County's court system to utilize the City of Taylorville's facilities as a temporary lease for emergency or planned need. A motion was made by Mike McClure and seconded by Tim Carlson to approve the agreement with the City of Taylorville for a \$1.00 lease. All in favor and the motion carried.

### **INVESTMENT POLICY FROM THE TREASURER**

A document was submitted for review and information to the Board of the policy of the Treasurer to invest funds with respect of the safety, liquidity and yield. No action is required.

### **WECS COUNSEL**

Chairwoman Edwards reported that Ben Jacobi from O'Halloran Kosoff Geitner & Cook has been retained as the counsel and advisor for WECS. States Attorney Havera explained his decision to recommend and appoint Attorney Jacobi for the special interest task. He has experience with wind and is an associate of the legal group who represents our liability carrier.

### **PUBLIC COMMENTS**

Clint Epley of Pana requested that there be a follow-up on the moratorium document and to be done at the February Zoning Board of Appeals meeting.

A motion was made by Mike McClure and seconded by Tim Carlson to adjourn. The motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman-

**SPECIAL AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**  
**April 27, 2020**

Present: Clark Pearce, Chairman  
Venise McWard ( in person), Vicki McMahan, Mike McClure, Tim Carlson

Absent: None

Others present: Mike Gianasi, Julie Mayer, Betty Asmussen, Chad Coady, and Janet Bland.

Others via Web-ex who announced: Brian Wilbur, Amy Winans, Cliff Frye, Becky Edwards, Owen Lasswell, Judge Paisley, Rhetta Barke, and Mike Havera.

The Audit/Finance Committee met on Monday, April 27, 2020 at 6:30 p.m. in the County Board Meeting Room and via web-ex, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address special agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

#### PROJECTED LOSS OF REVENUE FOR COVID-19

Treasurer Betty Asmussen presented two reports of the projected loss of revenue in the General Fund due to the pandemic closures. The anticipated revenue including real estate taxes based on a 10%, 15%, and 20% revenue loss of current expenses versus 2020 budget were respectfully as follows: -\$735,989, -\$1,005,582, and -\$1,275,176. The second report, based upon the same percentages, but without the loss of real estate taxes were as follows: -\$542,403, -\$715,203, and -\$888,003. Additionally, no COVID-19 expenses have been included in the budget. She explained this projection is conservative and the 2020 budget is already at a \$196,000 deficit. Why the projections can't be any more exact are due to most State reimbursements are at least a three to four months behind. Some counties are looking at a 40% loss.

#### FURLOUGHS

It was noted that many counties have or are in the process of furloughs or layoffs due to the revenue projections. Committee Chair Clark Pearce commented that he was not interested in doing furloughs for about a \$45,000 savings. He has concerns that some will work and some will not. Mike McClure and Tim Carlson also showed no interest in furloughs. Judge Brad Paisley commented that there are no good options and maybe holding off awhile until more numbers are available. He noted some of the changes from the Chief Judge of the Circuit would begin May 15<sup>th</sup>. Becky Edwards echoed the not yet thoughts for furloughs and suggested to bring back employees a few days a week but continue to pay five days.

Vicki McMahan commented that the committee should at least look into how furloughs might work. At that time Rhetta Barke, the designated labor attorney for the county, explained a plan that several counties are exploring or have already implemented. The differences in furloughs vs layoffs are that a furlough is a temporary reduction in work hours; benefit time is frozen; there is no loss in insurance benefits; the employee is still employed and ready to work when work is available; and no IMRF is lost when worked at least one day in the furlough month. A layoff is a separation of employment; benefit time must be paid out and insurance could convert to COBRA. Attorney Barke explained how there is a supplemental \$600/week benefit by the federal government in addition to the normal Illinois unemployment calculation. Numbers have proven that with a salary up to \$59,000, the employee would make more money at this short term absence than their normal weekly salary. This would be a voluntary choice to the employee if offered by the elected department head. This would be a positive action towards the general fund revenue loss. Additionally, the stimulus checks are arriving to fill any delay in processing. The purpose in addressing this now is that May will most likely prove to also be a slow business month.

Becky Edwards noted that the employee may have to wait longer to receive any unemployment check due to the volume of claims and they need to know that. Clark Pearce gave his thoughts that maybe we should wait another month and come back with a plan. He polled the committee members: Mike McClure-not mandatory;

Vicki McMahon-voluntary furlough ok; Venise-voluntary furlough ok and she thanked Mr. Barke for explaining the benefits to the committee; Tim Carlson-against; Clark-not in favor of furloughs. No motion was made.

#### CONTINUE FULL PAY TO FULL TIME EMPLOYEES

Since the first notice of the “stay at home” order, all employees have been paid their normal base pay. Only essential employees worked and primarily on a reduced schedule with rotating days for staff. Offices were open but again with minimal staffing. The “stay at home” purpose was for less people together. The most current order continues through the 30<sup>th</sup> of May by the Governor and through the 15<sup>th</sup> from the Chief Judge. It was determined to maintain the coordination with the Chief Judge. A motion was made by Mike McClure and seconded by Venise McWard to continue building status of closed to the public except by appointment through May 15<sup>th</sup>. The motion carried. A notice will be sent out to the department heads to share with their employees. Staffing is determined by each elected office heads.

#### PART TIME STAFF

Regular part time staff will continue as required (example court security) and to be paid for hours worked. Vince Harris noted he had reduced the hours of all his part time staff to only hours worked. Animal Control/Zoning is open half days except by appointment.

There were no public comments.

A motion was made by Mike McClure and seconded by Venise McWard to adjourn. The motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman-  
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**AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**

**May 14, 2020**

Present via phone: Clark Pearce, Chairman- Vicki McMahon, Mike McClure, Tim Carlson

Absent: None

Present: Venise McWard ( in person),

Others present: Mike Gianasi, Bill Kennedy, Bruce Kettelkamp, Venise McWard, and Janet Bland.

Others via Web-ex who announced: Amy Winans, Becky Edwards, Judge Paisley, Laura Cooper, Rich Hooper, Jeremy Travelstead, Betty Asmussen, and Mike Havera.

The Audit/Finance Committee met on Thursday, May 14, 2020 at 6:30 p.m. in the County Board Meeting Room and via web-ex, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address special agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

**CLAIMS**

*A motion was made by Mike McClure and seconded by Vicki McMahon to approve the claims presented for May. The motion carried.*

**HEALTH INSURANCE RENEWAL**

Jeremy Travelstead, American Central Insurance presented multiple options from Blue Cross for the open enrollment period. He first noted that quotes from Health Alliance were also received. United Health Care and Aetna elected not to bid as they could not be competitive. Blue Cross is the current carrier. The department heads and union employees in two different meetings were given the BC options for review. The committee evaluated the multiple options. As most options offered very similar benefits, it came down to the premium vs the out of pocket potential cost. The first quote from BC came in at a 14% increase. Mr. Travelstead has for over 10 years negotiated a better premium rate. This year the negotiated rate is a 5.6% increase for the same high quality benefits and out of pocket. He noted that Eye Med has a slight increase (after the four year rate guarantee) but no increase in the dental or life insurance.

*A motion was made by Venise McWard and seconded by Tim Carlson to accept the Blue Cross negotiated rate and others. The motion carried. As a comment, the employees pay 10% of their coverage for the three insurances and beginning 1/1/2021 all employees will also pay the first \$250 of their deductible.*

The following is a breakdown of the rates.

**Current rates-7/1/19-6/30/2020**

	<u>BCBS</u>	<u>EYE MED</u>	<u>Metlife</u>	<u>TOTAL of 3</u>
Member	710.38	6.43	24.23	741.04
Spouse	1023.00	5.78	24.48	1053.26
Child(ren)	873.72	6.43	24.48(1only)	904.63
Family	1869.71	12.47	65.13	1974.31

**Negotiated renewal-Effective 7/1/2020—6/30/2021**

	<u>BCBS</u>	<u>EYE MED</u>	<u>Metlife</u>	<u>TOTAL of 3</u>
<b>Member</b>	<b>748.56</b>	<b>6.75</b>	<b>24.23</b>	<b>779.54</b>
<b>Spouse</b>	<b>994.91</b>	<b>6.06</b>	<b>24.48</b>	<b>1053.26</b>
<b>Child(ren)</b>	<b>845.16</b>	<b>6.74</b>	<b>24.48(1only)</b>	<b>904.63</b>
<b>Family</b>	<b>1840.07</b>	<b>13.08</b>	<b>65.13</b>	<b>1974.31</b>

Rich Hooper of Lively, Mathias, Hooper and Noblet gave a brief overview of the audit. Everything was in compliance, there were no material weaknesses and the process went smoothly with full cooperation of the departments. All funds were balanced. The general fund showed a balance of \$5.5 million; \$3 million was in cash and \$2.57 million in CD's. The revenues were up by \$200,000 in property tax revenues, \$300,000 in replacement property tax money from the State as well as a one time payment for a solar farm application- \$258,000. Although that portion of the report is good, Mr. Hooper warned the committee that due to the COVID-19 current situation, at least \$1M would be eaten up in the loss of revenues most likely before the end of this fiscal year. He explained some projections in lack of revenues and will be available at the full Board meeting for questions.

#### PROBATION GPS FUNDING

Chief Probation Officer Laura Cooper explained the current method of paying for GPS orders from the courts is through probation fees. In many situations, the individuals with GPS bands have not yet been convicted, but may have an order of protection filed against them. Over the years as the probation fees are collected from court orders, the fund has dwindled and more programs are being paid from probation funds. In a statute, Judge Paisley commented that the general fund should be paying for the GPS expenses. The cost is \$25 initial enrollment then \$6.25/per day/per person. Adding this to the general fund could exceed \$57,000 annually. The treasurer and committee will revisit the topic.

#### CORONER SALARY

During a brief explanation of the proposed salary for the position of coroner, *a motion was made by Vicki McMahon and seconded by Venise McWard for the position of coroner to receive the same flat dollar amount that the treasurer, circuit clerk, county clerk and supervisor of assessments will receive during the respective years of their term (\$1255, \$1269, \$1306, \$1332) and to include health insurance benefits paid by the county using the same standard as other elected office holders which mirror non-bargaining employees and shall provide the same life insurance policy as the same.* The motion carried.

#### COUNTY BOARD MEMBERS STAY AS PROPOSED IN FEBRUARY 2017

Discussion was held and the motions passed in February of 2017 were reviewed. The change to the second half of the membership elected in 2020 would now be the same as the members elected in 2018: \$25/per diem and \$100 salary. The position of chairman will be reduced from \$22,000 to \$16,000.

#### JAIL AND COURTHOUSE REPAIRS TO BE PAID FROM CAPITOL IMPROVEMENT FUND

Mr. Bill Kennedy and Sheriff Kettelkamp gave an overview of the projects the county needed to address for funding.

- The cost of repairing/leveling the floor between courtrooms B and C -- \$2,260.
- The repair of ceiling on first floor in County Clerks vault --\$395.
- Installation of wire lath in courtroom B like the experiment in the courtroom C -\$1,095.
- Installation of wire lath in hallways, outside offices, and stairwells on the third floor ceilings-- \$1660.

The total of these projects come to \$3,750 and Mr. Kennedy recommends these to be done.

- To repair a masonry hole at the jail-- \$524.
- Masonry repairs around the upper windows, welding of broken window frames, repair of bad flashings and relaying the brick sills needed to bring the windows to a watertight condition --\$6,781.

*A motion was made by Venise McWard to approve the above items to be paid from capital improvements and before the second, it was thought no action necessary since there was money budgeted for building improvements already.*

## FOUNTAIN IS RUSTING

As discussed previously, the fountain which is a historical replica of the statue removed in the 1940's, is rusting. It was suggested that project be paid out a small account with revenues from the sale of books etc. called the Preservation Fund. *A motion was made by Venise McWard and seconded by Mike McClure to proceed with the fountain project and pay for it through the Preservation Fund.* The motion carried.

With no public comments, a motion was made by Mike McClure and seconded by Tim Carlson to adjourn. The motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman-  
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## AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE

June 11, 2020

Present via phone: Clark Pearce, Chairman- Vicki McMahan, Mike McClure

Absent: None

Present: Venise McWard and Tim Carlson (in person),

Others present: Mike Gianasi, Betty Asmussen, Julie Mayer and Janet Bland.

Others via Web-ex who announced: Becky Edwards, Judge Paisley, Laura Cooper, Greg Nimmo, and Mike Havera.

The Audit/Finance Committee met on Thursday, June 11, 2020 at 6:30 p.m. in the County Board Meeting Room and via web-ex, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address special agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

### CLAIMS

*A motion was made by Venise McWard and seconded by Tim Carlson to approve the claims presented for June. The motion carried.*

### DEED OF CONVEYANCE APPROVED

Christian County is trustee for delinquent tax properties. Two were presented with resolutions to adopt.

- Motion to adopt by Vicki McMahan and seconded by Mike McClure for property in Pana Township: 11-25-22-305-018-00. The motion carried.
- Locust Township property: 07-19-22-305-018-00 was obtained after meeting notice and to be voted at the full county board meeting. Treasurer Asmussen noted that this property had been available for a long period of time and by adopting now it will get included on tax rolls more quickly.

### ESDA DEPUTY DIRECTOR POSITION REQUEST

ESDA Director Greg Nimmo requested the extension of the deputy position on a 16 hour/week schedule with approval monthly to extend. During the pandemic Kevin Schott was brought in to assist with the many duties in both counties. In the aftermath of the two facilities there are still many things to do: evaluate the quarantine responses, working with the Health department, review the pandemic plan, and prepare for immunizations. The salary is \$12.50/hour or \$200/week which is split with Montgomery County. A motion was made by Mike McClure and seconded by Clark Pearce to approve the 16/hours/week for the temporary deputy director on a month to month basis. Voting polled: Clark Pearce-yes, Tim Carlson-no, Venise McWard-no, Vicki McMahan-no, and Mike McClure-yes. The motion failed. Schott will be paid through June 16, 2020.

### GPS SERVICE NEEDS FUNDING

Discussion continued from last month as to how to proceed with the payment of the GPS service. As determined by the Chief Judge, this service is not to be paid from Probation Funds. No other budget has been allocated money for this service which is normally paid by the client if they have money to pay. Many who are ordered to where the GPS are indigent and then becomes the County's debt to cover. Although during COVID many more clients were on GPS. The numbers are down considerably however, there will always be the need for GPS to protect the victims of violent crimes and to be held rather than being jailed before a pre-trial can be conducted. The discussion was not about the use but of how to pay the service company when the general fund has taken and will continue to take a large reduction in the revenue. The review of the costs from the vendors had been done and all were comparative in price as well if any grants were available. Judge Paisley explained that the current numbers are being reviewed to have the GPS removed. Most avenues have been pursued for reduction in expenses, but the problem is and will continue to be how and where to pay the approximate \$56,000 annual expense. Treasurer Asmussen and Laura Cooper will continue to work on a possible avenue to fund the program without using the general fund. No action was taken.

#### PROBLEM SOLVING COURT EXPENSE

The expense was problem solving court is fully funded through a grant from the state but as a reimbursement it takes months (up to six months) before the funds are paid. Previously, the payment for this grant program was fronted by Effingham County. Recently, they have sent it back each county to cover and wait for the reimbursement. Laura Cooper has requested the County to front the money-pay the bills like Effingham County used to do. It was mentioned that when 911 was in the same situation they got a loan until the funded was received. No action was taken.

#### BUDGET 2021 HEARINGS

It was suggested to get started earlier than August due to the decreasing revenues. The members set the dates for Wednesday, July 29 and Thursday, July 30 both beginning at 6:00 pm. Department heads will be notified with forms. Treasurer Asmussen repeated again as of now, the general fund revenue decrease has created an \$800,000 deficit.

A motion was made by Mike McClure and seconded by Vicki McMahon to adjourn the meeting at 7:25 pm. The motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman-  
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## AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE

July 16, 2020

Present via phone: Clark Pearce, Chairman- Vicki McMahon, Mike McClure

Absent: None

Present: Venise McWard and Tim Carlson (in person),

Others present: Mike Gianasi and Janet Bland.

Others via conferencecall.com who announced: Sarah Carlson, Becky Edwards, Laura Cooper, Betty Asmussen, and Tom Latonis.

The Audit/Finance Committee met on Thursday, July 16, 2020 at 6:30 p.m. via freeconferencecall.com and at the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

### CLAIMS

*A motion was made by Tim Carlson and seconded by Mike McClure to approve the claims presented for July.*

The motion carried by rollcall with all ayes.

### PROBATION GPS

In review last month the Board approved to pay past three months of GPS client tracking in the amount of \$18,000 as a transfer from the general obligation bonds. Chairman Pearce asked Chief Probation Officer Laura Cooper what was the amount of the current billing statement. She responded \$2,708.50 for 20 clients and the for July the number of clients currently is only 5-6. With a recommendation by Treasurer Asmussen, a motion was made by Venise McWard and seconded by Vicki McMahon to transfer funds from the general obligation bond fund into the probation service electronic fund to pay the GPS invoices for the rest of the fiscal year. A roll call vote polled all ayes and the motion carried. Vicki McMahon asked for a monthly report on the invoices.

### AUDIO AND VIDEO FOR COUNTY BOARD MEETING ROOM

The audio and video for county board meeting room was discussed as something needed as electronic meetings most likely will continue. During the Zoning Board of Appeals recent meetings, they used the equipment in courtroom A which was recently installed for the court system. Additionally, a large video screen with tables will be an asset as an employee training room. A sound system with microphones and speakers is also being researched.

### PAYROLL AND ACCOUNTS PAYABLE SOFTWARE

Due to the discontinuance of the current software programs for the Clerk and Treasurer, a search has begun to obtain replacement software. Four years ago the same problem occurred and a new system was brought forward. The support will discontinue July of 2021, however, as learned from the last event, conversions are best run parallel with the old and new software and the longer the better. Two companies have given an overview of their products and quotes. They will continue to look into the products and search for other vendors. There would additional costs for a short time to pay for both programs. The money for software and hardware are budgeted in office zero, but there would certainly be an initial new expense with a down payment. Mike Gianasi explained the hardware in his office is up to the standard for new programs. Support and training are included.

## STATES ATTORNEY AND PUBLIC DEFENDER SALARIES INCREASED

The States Attorney's salary is determined by the State and notification of an increase effective 7/1/2020 was just received. The information was sent to committee members. The action from the Board concerns the status of the public defender and if they are employed as full time in that capacity. If yes, as determined by the Board, their salary must be at least 90% of that county's states attorney's annual compensation and then the State pays 66 2/3% of the public defenders' annual salary. No discussion at this time, but the topic will be on the agenda of the full Board on Tuesday. In order for the county to get the reimbursed dollars, they must reaffirm the position as full time.

## ELECTION JUDGES FOR 2020-2022

County Clerk Gianasi informed the committee that he was waiting for the political party chairmen to submit their list of election judges for the term 2020 through 2022. They will be submitted at the full board meeting.

## UPDATES

Committee Chairman Pearce noted that due to the high number of cases in Montgomery County and increases in Christian, Kevin Schott has been reinstated to a full time status during the during these local critical events. Under the CARES Act, reimbursement is expected at 100% although the turn-around time for that reimbursement is not known.

With no public comments, a motion was made by Mike McClure and seconded by Tim Carlson to adjourn. A roll call vote polled all ayes and the motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman-  
Page 2–July 16, 2020

**AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**  
**July 29 and 30, 2020**

Present via phone: Vicki McMahon

Absent: None

Present: Venise McWard, Mike McClure, Clark Pearce and Tim Carlson (in person),

Others present: Mike Gianasi, Betty Asmussen, department heads as listed below and Janet Bland.

Others via conferencecall.com who announced: Becky Edwards and Tom Latonis.

The Audit/Finance Committee met on Thursday, July 29, 2020 at 6:00 p.m. via freeconfercecall.com and at the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to hear budget proposals and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

Committee Chairman Pearce asked Treasurer Asmussen about the first tax collections. She stated that they went very well with more people calling in for tax relief. Overall revenues and reimbursements will be ready next week with the end of July report.

**BUDGET HEARINGS SCHEDULED-July 29**

Solid Waste Office-Joe Stepping

- Salaries and health insurance the only increases.
- The truck lease is due for renewal and will probably increase some. It was asked why not purchase the truck with a response that the grant reimbursement covers 100% of the payment. The department is funded by tipping fees and state funding.

911-Micki Ehrhardt

- Salaries will decrease with retirements and health insurance increases
- There is a large equipment purchase from new vendor, but quote from current vendor higher.
- Anticipating \$100,000 grant
- Shelby County surcharge comes here and is \$1.50/phone either cell or landline. 80% is cell and 20% comes from landline.

Highway-Cliff Frye

- Basic expenses which increased are salaries and benefits.
- For each levied fund the projected budget contained the anticipated revenue and estimated expenditures and projects which includes the county highway fund, the county bridge fund, the highway matching fund, and the county MFT fund.

Animal Control and Zoning-Vince Harris

- He reported that he had been very busy with new building permit violations and the many extra ordinary paperwork due to the Zoning Board of Appeals.
- His postage expenses have well exceeded the norm due to the return receipt mailings.
- In previous years, the cell phone plan was shared with the sheriff's office, but his line no longer qualified for the law enforcement plan so there is an increase in telephone.
- Due to the overall increase in activities, even without including the extra zoning events, there is a great need for a full-time person. He has classified this person as the office manager and would request this position start at \$15/hour.

### ESDA-Greg Nimmo

- He began in December with the dual role at both Montgomery and Christian county and for the past five months has been non-stop due to the pandemic.
- Greg discussed the grants available due to the pandemic such as CARES which \$424,000 is supposedly allotted for Christian County through 12/31/2020.
- Something recent is a possible “administrative leave” salary reimbursement for employees who could not telework from home.
- With the two counties experiencing the same emergency, Kevin Schott has been hired to assist Greg at \$500/week which is 100% reimbursable.
- He updated the committee on the week’s hot spots in the two counties and that both counties were having drive-through testing locations.

### Coroner-Amy Winans

- Her salary has been determined and little change otherwise.
- She noted that autopsy expenses are never predicable and that Bloomington is still the location used (even Springfield uses Bloomington).
- She does have PPE expenses from COVID.

### Probation-Laura Cooper

- She reported that her long-time secretary will be retiring next year and has requested to hire a replacement earlier to train.
- In review, probation officers’ salaries are reimbursed by the state mostly at 100% however there are two positions that are reimbursed at only \$1000/month. Newly announced is that one of those positions will now be at the 100% status.
- She requested that her janitor receive a \$.50/hour increase.
- There is a new line item for the GPS payment and Adult Redeploy project which is also reimbursed but must be paid upfront.

### States Attorney-Mike Havera

- He reported little change in the overall budget and does have a second assistant again.
- Recently reported was the increase and the retro increase to the state’s attorneys’ salaries. Due to no increases for 13 years, the State is adjusting the overall salaries more in comparison to the judges increases over the years. The county pays 10% of the states attorney’s salary.

### Circuit Clerk-Julie Mayer

- Her staff has been reduced by one after promoting from within and not filling that opening.
- During the COVID shut down with no court taking place no fines were imposed and no new revenues.
- The document storage fund will now cover the salary and benefits as the child support fund replenishes.
- Again, due to COVID the expected reduction in paper, envelopes and postage, a new process has most likely increased those supplies.
- The copier/printer line item has increased due to the change in contracts to Ricoh.
- The insurance line is reduced as four employees waive coverage.

With no public comments, a motion was made by Mike McClure and seconded by Venise McWard to adjourn. Roll call polled all ayes and motion carried for the July 29 meeting.

## **BUDGET HEARINGS SCHEDULED-July 30**

### Public Defender-Tiffany Senger

She was introduced to the committee as the new public defender. She noted the largest increases were in salaries and the addition of the new assistant public defender. As previously approved, the public defender is a full-time position and may not have an outside practice; the public defender's salary will increase by percentage of the states attorney's salary and is reimbursed 66% by the state. The assistant is a new salary and benefits.

### Sheriff's Departments

The new chief deputy, Scott Woods first began with salaries noting that the new jail administrator Cecil Polley is a great asset to the county. He comes from an extensive correctional background and has made many changes at the jail and recommending that his salary be increased to \$60,000 which is barely what the highest paid correctional officer earns. Other salary increases have already been determined through union contracts and for the elected official. He mentioned probable retirements of 2-3 employees at the sheriff office which would have benefit pay outs.

Other line items were renamed to better explain the type of expenses. For court security staff he suggests a \$1/hour increase. With the use of zoom in the courts and less transports, the need currently is for less officers during court hours. The courthouse janitors' salaries were adjusted for the next year with the retirement of one person.

Utilities are up and the elevator maintenance contract has decreased.

### Supervisor of Assessments/GIS

Chad Coady explained salary and insurance as the only increases. He has budgeted for the purchase of a new computer. He also noted that from the second fly-over approximately \$16,000 of new revenue has been brought in.

### Treasurer- Betty Asmussen

Betty Asmussen has made several decreases however salaries and benefits increased her budget by 2%. She explained that next year's tax bills could be requested to be sent by email rather than printed and mailed.

### Building and Grounds

Without a current supervisor, Jan Bland made suggestions to the committee for the budget. Office items were decreased minimally, the office coordinator and contractual services were both temporary line items and eliminated. With one union staff salary now at \$50,565, the supervisor position was increased as policy indicates supervisors/Department Heads should earn 10% more than the highest paid employee and suggested to fill that position at \$60,000. Previously, in search for a replacement \$55,000 for the duties of a licensed plumber and HVAC certified individual did not draw any applicants.

### County Clerk- Michael Gianasi

Michael Gianasi explained that office increases were from union contracts and increases for election officials. There was an increase to polling places from \$100 to \$150 per location. [Noted that in Pana the VFW holds two polling places and he is in search of new locations.] In 2021 there will be only one election which is the normal for odd years with one and even years having two elections. There are three different grants that he may submit for reimbursements in the election area. The vote by mail will most likely increase postage expenses.

In automation upgrades to vital records and recording have already begun due to software programs ending. As mentioned at a previous meeting, a new accounting and payroll system is being sought due to support being dropped for the current software program.

County Board-

Jan Bland explained the calculations for per diems of county board members: basically, two meetings per month per member times 12 and an additional 40 meetings as necessary. All board members will be at a \$25/per diem and a \$100/month salary. This would be about a \$12,000 reduction. The Assistant to the County Board/HR position will be up for discussion as she announced her retirement for March 2021. A county administrator/HR was recommended with a salary of \$60,000. Other line items were gently reduced with a small increase in the copier/printer.

Office Zero

Treasurer Asmussen presented some of the projected changes in this account which covers general expenses of the overall county and not charged off to individual departments. There are currently two line items for the software and maintenance of the programs on the second floor. She has consolidated them including an estimate of new payroll/accounting software conversion in the total. These lines will be discussed more closely by the finance committee.

With no public comments, a motion was made by Mike McClure and seconded by Tim Carlson to adjourn. Roll call polled all ayes and motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman-

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## AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE

August 13, 2020

Present via phone: Vicki McMahon

Absent: None

Present: Venise McWard, Mike McClure, Clark Pearce and Tim Carlson (in person),

Others present: Mike Gianasi, Betty Asmussen and others as listed: Becky Edwards, Ben Jacobi, Steve Sipes, Vince Harris, Greg Seiders, Greg Nimmo, Judge Brad Paisley, Senior Citizen representatives, Amanda Cole, Brent DeMichael either online or in person and Janet Bland.

The Audit/Finance Committee met on Thursday, August 13, 2020 at 6:30 p.m. via freeconfercecall.com and at the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to hear additional budget proposals, agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

### CLAIMS

*A motion was made by Mike McClure and seconded by Venise McWard to approve the claims presented for August. A roll call vote polled all ayes. The motion carried.*

### APPROVE WECS COUNSEL THROUGH COUNTY BOARD DECISION

During the special meeting on August 3, 2020, the Board approved an additional \$5,000.00 to conclude the current WECS proceedings in the Zoning Board of Appeals and sent to this committee for additional \$2,500.00. ZBA Chairman Steve Sipes spoke that this process was nearing conclusion to submit to the full County Board, however, it is important that Attorney Ben Jacobi continue. In his time on the ZBA, there has never been such an immense undertaking with companies and other attorneys. Zoning Administrator Vince Harris echoed his comments that continuing counsel was important to the ZBA as well as for the County Board. Attorney Jacobi explained that most likely there will be a third ZBA meeting to define the advisory report for the County Board as well as explanations and guidance to the full County Board upon receipt of the report. He will attend the meetings remotely to help control costs. A motion was made by Mike McClure and seconded by Tim Carlson to extend counsel's service up to \$2,500.00. Roll call polled all ayes: Mike McClure, Vicki McMahon, Venise McWard, Clark Pearce and Tim Carlson. The motion carried.

### BUDGET HEARINGS CONTINUE

#### Courts

Judge Brad Paisley presented the court's budget noting not much change. Some items were reduced, and other lines were requested by the Chief Judge to increase. Jury Commissioners will be eliminated as many counties have already done so. Although a small amount in the budget, the Judge and Circuit Clerk can do the process and have been for a while. He will submit and an ordinance to officially change the process at a later date. The juvenile detention line has always been unpredictable. This past year was high as threats to schools, teachers and students were occurring. Youth detention costs vary from \$120-\$150/day.

#### Health and TB

Greg Seiders new Health Director noted most everything is same as both revenues and services are projected and changed during COVID-19 and will certainly have an effect going forward. The Health Department is totally funded by grants and fees. There has been just one nurse, but with the influx of cases, he will be hiring two more temporary nurses as well as the three contact tracers currently working on COVID matters. TB services cover salary of one full time nurse. TB is part of the County's levy.

#### EMA Update

Greg Nimmo reported that there are two grants the county can apply towards COVID expense reimbursements; CARES, a state program with a 25% compared to PA-Public Assistance-FEMA, a federal program with a 75%

reimbursement. Registration opens next week for FEMA. Salary reimbursements availability are still unclear. The time to receive reimbursement checks is unpredictable.

#### TB last case in Christian County

The question was asked, when the last case of TB in the county was. The answer was not known.

#### Senior Citizen Presentations

Reporting from Pana, Taylorville and South Fork were the directors of the respective units. Each described their services and activities offered to their senior citizens. Meals on wheels distribution and transportation continue to be the most needed service from all groups. The activities for seniors are also very important. The County levies monies to be distributed to all senior citizen groups.

#### U of I Extension

Amanda Cole, Program Director for the Christian, Jersey, and Montgomery counties distributed program materials. She receives money from grants and works with two different budget dates with the one submitted for the time period of being FY 2022. During last year's budget hearing she promised to reduce the requested levy amount by the amount of dollars raised locally. Therefore this year's request is \$1000.00 less.

#### Christian County Mental Health

Brent DeMichael, Director of Mental Health Services discussed the services still provided. Due to COVID-19 the on-site manufacturing facility has been closed, but the services for independent living arrangements continues. The 708 Mental Health Board includes a county board member. According to DeMichael by statute annually the county shall increase the levy by \$2000.00.

#### BOARD ROOM UPDATE

County Clerk Michael Gianasi reported the TV mount has been purchased and is also looking into a better sound system. There was no update on software for accounting and payroll.

#### DEED OF CONVEYANCE APPROVED

Christian County is trustee for delinquent tax properties. A resolution was presented to adopt.

- Motion to adopt by Mike McClure and seconded by Venise McWard for property in Pana Township: Pana Township: 11-25-22-223-002-00. The motion carried.

#### PUBLIC COMMENTS

Jeff Nolan spoke about the CEDS program claiming many comments from the former director/grant writer for West Central Economic Development that they applied for grants but there was no money for grants, the county did not pay their dues and TIF districts took money away from schools. Also repeated that CEDS would be used for benefits for the wind farms. Committee Chairman Pearce stated it was a vehicle for matching funds\_for local entities. Chairwoman Edwards asked why a debate on every aspect of economic development? Why should we wait?

A motion was made to approve the CEDS report by Tim Carlson and seconded by Mike McClure.

Discussion and comments continued:

- West Central was not paid dues by this county from 2002-2018 (when West Central failed to produce grants).
- Each community must decide its project under economic development and apply for the 50/50 grant
- The money is awarded to the community not to the county.
- The participation for grant funding is through the Economic Development Administration a federal funding source, the county where the community is located must agree to the CEDS and the CEDS must be on file with the Economic Development Administration.



- This is to approve the strategy. The one-time fee of \$1,334.00 has been paid. A “Resolution on Participation to Obtain a Regional Comprehensive Economic Development Strategy” was passed on August 20, 2019.
- Shelby County dropped out.
- What about Rodney Davis and Avery Borne calling in on the subject.

A roll call vote polled the following: Ayes-Mike McClure and Clark Pearce. Nays-Venise McWard, Tim Carlson and Vicki McMahan. The motion failed.

Chairwoman Becky Edwards commented after the vote that all who voted no just turned down economic development in Christian County.

A motion was made to adjourn by Mike McClure and seconded by Tim Carlson. A roll call vote polled all ayes. The motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman

## **AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**

**September 10, 2020**

Present via phone: Clark Pearce, Mike McClure, Vicki McMahon

Absent: None

Present Venise McWard, and Tim Carlson (in person),

Others present: Mike Gianasi, Betty Asmussen, Molly Alaria, Scott Woods, Tiffany Senger, Evan Young, Heather Hampton-Knodle, Bruce Barry and Jan Bland. Becky Edwards, Mike Havera, Laura Cooper and others noted online.

The Audit/Finance Committee met on Thursday, September 10, 2020 at 6:30 p.m. via freeconfercecall.com and at the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to review by department and discuss budget proposals, agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

### **PUBLIC COMMENTS**

Vicki McMahon made a motion immediately to move public comments to the beginning. Venise McWard seconded the motion and a roll call vote polled 3-2: aye Venise McWard, Vicki McMahon, Tim Carlson and nay Clark Pearce and Mike McClure. The motion carried.

Jeff Nolan from the audience distributed papers to committee members and spoke for 3 minutes contending the validation of eminent domain possibility with passing the CEDS plan. Committee member Mike McClure noted his understanding it was only a method to obtain a grant. Becky Edwards responded to Nolan question that the speakers this evening could answer any questions.

Taylorville Mayor Barry spoke to the committee not as public comments but as a speaker. He has attended other county meetings and no wind farms were mentioned as being considered in the plan. Christian County was asked to join the other five counties in replacing the West Central Group. He urged the board to approve in order to give the other little towns in the county a chance to apply for EDA grants.

Another caller asked about the minutes of August 2019 and paying an annual fee. [Minutes were incorrect.]

Another caller questioned speakers getting more time than public comments and that this strategy was just being pushed through.

Chairman Pearce read a letter just received from Congressman Rodney Davis in support of the Comprehensive Economic Development Strategy six-county consortium. A CEDS plan “is a vision for economic growth and to bring tax dollars back into the community.” “In 2018 the City of Taylorville and the Taylorville Development Association received a \$537,288 grant from the EDA to improve Taylorville Commercial and Industrial Park. To qualify a CEDS had to be in place.....It is important to note that adopting a CEDS does not usurp local planning and zoning decisions.”

### **CLAIMS**

A motion was made by Venise McWard and seconded by Tim Carlson to approve the claims as presented for September. A roll call vote polled all ayes and the motion carried.

### **COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY**

Evan Young, County Board Chairman from Montgomery County spoke to the committee to encourage their participation and approval of the CEDS. This is a useful tool necessary to obtain EDA grant funding. He gave the example of Litchfield federal funding for water and power to serve their industrial park. He noted that all other counties had approved the plan as of August 18<sup>th</sup>. Vicki McMahon objected to the speaker having more than three minutes to speak. [States Attorney Havera clarified public comments are not on the agenda and speakers were invited to present information.]

Heather Hampton-Knoble, a former Montgomery County Board member and current area Economic Development Director spoke about the importance of the CEDS. This is the first check off on any application for funding that the CEDS is in place within a regional group of counties. The plan includes workforce creations; “it is how we will train our young people” to bring our young people back to the smaller communities. Montgomery and Christian counties need to work together as they share things like community colleges, roads, bridges, sewer and communication delivery systems.

- Again spoken, without this plan in place there is no opportunity to even apply for funding.
- Jersey County is in a hurry to complete this six county process. If not approved soon, they may leave the group. Then a new plan would need to be compiled and a new region requested.
- Money to pay for the strategy plan is expensive. We have paid our share now.
- To stop participation would eliminate us any funding until we started over again. There is an urgency to continue.

Mary Renner has been the county’s economic development director for many years and has brought funds back to the community.

- West Central failed to update the CEDS plan for many years. Several counties refused to pay the high dues when WC did not keep plans current.
- After the new plan has been established along with a region, an application can be made.
- During the public hearing for the project initiated by a local government, any negative comments from that hearing could cause the application to fail. The hearing would stop any proposal to move forward, so the citizens have a say so in the projects applied for.
- Additionally, new requirements to file for reimbursement for COVID money may include having a CEDS plan.

With no discussion, Mike McClure made a motion to pass the Comprehensive Economic Development Strategy plan and was seconded by Clark Pearce. A roll call vote polled the following: aye-Mike McClure and Clark Pearce; nay-Vicki McMahan, Tim Carlson and Venise McWard. The motion failed 3-2.

#### ACCEPT DONATION FOR 911 SYSTEM UPGRADE

Chief Deputy Scott Woods presented a resolution to accept a donation from the Macon County Public Safety Training Foundation to upgrade the 911 system. He explained that Mr. Howard Buffet has been a friend and an auxiliary deputy with Christian County for several years. The donation is to pay the Sheriff’s portion (general fund) for the 911 system over a four to five-year period contract. It was noted that Mr. Buffet has purchased other things over the years that have been beneficial the deputies and the committee was appreciative of his efforts. A motion was made by Venise McWard and seconded by Tim Carlson to approve R2020 SF xxx to accept the funds to upgrade the Sheriff’s portion of the 911 system. A roll call vote polled all ayes. The motion carried.

#### BUDGET REVIEWS

Sheriff-An adjustment was requested for the new jail administrator at about an 11% increase. Cecile Polley was praised for his accomplishments and changes made at the jail since February. However, the adjustment was requested to allocate salary to the administrator that was at a higher rate of pay than a Correctional Officer with two days of overtime. A motion was made by Venise McWard and seconded by Vicki McMahan to increase the Jail Administrator’s salary by 5% as an adjustment. The roll call vote polled ayes: Tim Carlson, Vicki McMahan, Venise McWard and Mike McClure; nay was Clark Pearce. The motion carried.

Public Defender-Tiffany Senger the new PD, explained that several items needed to be reorganized by type of expense. With a new assistant public defender, the caseload now peaks at 700 from a few years ago at 400. The supplies and office equipment were separated which gave a different picture. The dollars were the same.

The Chief Probation Officer salary increase question had a response sent to the committee by the Chief Judge. The explanation still left an unanswered interpretation from the statute. The Committee has requested further discussion with Chief Judge Koester to clarify certain parts of the statute. The motion was made by Venise McWard and seconded by Vicki McMahon to table and then rescinded to move that the Chief Judge meet with the County Board to discuss the interpretation. A roll call vote polled all ayes. Laura Cooper that her increase is a promotion or an adjustment and the annual increase based on the comp plan.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman

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## **AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**

**October 15, 2020**

Present via phone: Clark Pearce, Mike McClure, Vicki McMahon

Absent: None

Present: Venise McWard and Tim Carlson (in person),

Others present: Mike Gianasi, Betty Asmussen, Bobbie Dean, Chris Jack Mike Myers, and Jan Bland. Becky Edwards, Sarah Carlson, Molly Alaria, Greg Nimmo and others online.

The Audit/Finance Committee met on Thursday, October 15, 2020 at 6:30 p.m. via freeconfercecall.com and at the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to review by department and discuss budget proposals, agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

### **CLAIMS**

A motion was made by Mike McClure and seconded by Tim Carlson to approve the claims presented for October. A roll call vote polled all ayes. The motion carried.

### **PAYROLL/ACCOUNTING SOFTWARE**

Mike Myers of Computer Information Concepts (CIC) presented the proposal for software for the County Clerk and Treasurer Offices. CIC is a company that specializes in county business, servicing 25 counties in Illinois. He explained that both offices had been presented a demo of the software programs. The financial proposal is all inclusive with no minimum hours of training, on-site training, data conversion and on-site staff during the switch over. The process needs to begin quickly as the current payroll program ends in March. The proposal has a 10% down on a cost of \$61,977.00 and four subsequent years to pay with a 6% interest paid on \$55,779.30. After some discussion, Venise McWard made a motion with a second by Tim Carlson to approve the contract with CIC and pay the 10% down from contingency this year and to budget the payments for the next four years. A roll call vote polled all ayes. The motion carried.

### **CTI SERVICE CONTRACT**

In 2015 the County began a service agreement with CTI for technical services to all county departments. For that time period we have paid for 90 hours/month of service at a rate of \$44.50/hour with no increases in hours or rate of pay. Bobbie Dean, General Manager of CTI submitted proposal to increase hours and the rate of pay. Over the years the break/fix work and backup management has increased and created a backlog of tasks. Included in those tasks are the necessity of continuing to upgrade security. With the recommendation of increasing the hours to meet the needs of the employees in a timely manner and the importance of the backup, the proposed changes are 150 hours at \$50/hour or \$7,500/month and \$950/month for the back up plan. She also noted that the average contract increase is 3% and their normal hourly rate is \$95/hour. A motion was made by Vicki McMahon and seconded by Mike McClure to accept the contract for 150 hours/month at \$50/hour and the additional backup service at \$950/month with the stand alone department funds to reimburse the general fund and to review the CTI contract during regular budget hearings. A roll call polled: Ayes-Mike McClure, Clark Pearce, Vicki McMahon and Nays-Venise McWard and Tim Carlson. The motion carried.

### **CURES REIMBURSEMENTS**

EMA Greg Nimmo reported that he had submitted \$532,687.68 to the CURES program for COVID expense reimbursement. The allotted amount for us was \$424,989.00. The difference of \$107,698.68 will be applied to the FEMA-PA funding. More documentation will be needed for some of the funding requests.

### **NON-BARGAINING SALARIES**

The topic was sent back to committee to reevaluate as many felt as the management personnel they should at least receive more than the \$500 increase proposed last month. During discussion Chairwoman Edwards commented that these employees are appreciated and they do an awesome job. A motion was made by Vicki

McMahon and seconded by Mike McClure to add \$1000 to the base pay of the following non-bargaining employees which would exclude the two new assistant attorneys (States Attorney and Public Defender): Greg Nimmo, Vince Harris, Joe Stepping, Jan Bland, Scott Woods, Brian Grundy, Sarah Carlson, Cindy Drea, Deb LeVault, and Billie Heberling. A roll call vote polled all ayes. The motion carried.

#### JAIL ADMINISTRATOR

The salary of the jail administrator was referred back to committee as well. Initially, it was requested he receive an 11% increase that was then reduced to a 5% increase. His salary could easily be exceeded by his staff members with little overtime. The salary was being reevaluated based on that and the positive changes he made at the jail. A motion was made by Venise McWard and seconded by Vicki McMahon to make a wage adjustment to the jail administrator's base salary of \$2,500. A roll call vote polled all ayes. The motion carried.

#### BOARD ASSISTANT/HR

Earlier this month the Personnel Committee referred the job description back to the Finance Committee. They in turn sent it back to Personnel. The salary proposed has been submitted in the budget at the top of range of \$40,000 to \$60,000 salary. The motion was made by Vicki McMahon and seconded by Venise McWard to send the job description back to the Personnel Committee. A roll call vote polled all ayes. The motion carried.

#### FY2021 PROPOSED BUDGET

Treasurer Betty Asmussen reported that she adjusted few new figures to this 2<sup>nd</sup> proposed version and presented the proposed budget. The salary changes will be adjusted as well. The proposed budget needs to be on file in the County Clerk's office 15 days prior to the November 17<sup>th</sup> County Board meeting when the Board votes on the budget. Venise McWard and Vicki McMahon motioned and seconded to put the proposed FY 2021 (including changes at this meeting) on file. A roll call vote polled all ayes. The motion carried.

#### SALE OF DELINQUENT TAX PROPERTY

A motion was made by Tim Carlson and seconded by Venise McWard to adopt the resolution R2020TR007 to sell the delinquents tax property in Pana Township: 11-25-22-123-003-00. A roll call vote polled all ayes. The motion carried.

#### PUBLIC COMMENTS

There were none.

A motion was made by Mick McClure and seconded by Tim Carlson to adjourn. A roll call vote polled all ayes. The motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman  
10/15/2020

## **AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**

**November 12, 2020**

Present via phone: Clark Pearce, Mike McClure, Vicki McMahon

Absent: Tim Carlson

Present: Venise McWard (in person),

Others present: Mike Gianasi, Betty Asmussen, and Jan Bland. Becky Edwards, Mike Havera, Molly Alaria Bobbie Dean, Chris Jack and others online.

The Audit/Finance Committee met on Thursday, November 12, 2020 at 6:30 p.m. via freeconfercecall.com and at the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to review by department and discuss budget proposals, agenda items and any other matters properly brought before the committee. Attendance was taken, and Finance Chairman Clark Pearce noted a quorum.

### **CLAIMS**

A motion was made by Venise McWard and seconded by Mike McClure to approve the claims presented for November. A roll call vote polled all ayes. The motion carried. A motion was made by Mike McClure seconded by Venise McWard for the Board Chair to sign the second set of claims for approval. A roll call vote polled all ayes. The motion carried.

### **CTI SERVICE CONTRACT**

In 2015 the County began a service agreement with CTI for technical services to all county departments. For that time period we have paid for 90 hours/month of service at a rate of \$44.50/hour with no increases in hours or rate of pay. Bobbie Dean, General Manager of CTI submitted proposal last month to increase hours and the rate of pay. During the October board meeting it was denied. A negotiation with Mrs. Dean took place afterwards. The changes are as follows: the proposed changes are 100 hours at \$50/hour or \$5,000/month and \$750/month for the back-up plan. The renewal increase is 3%. A motion was made by Venise McWard and seconded by Vicki McMahon to accept the contract for 100 hours/month at \$50/hour and the additional backup service at \$750/month with the stand alone department funds to reimburse the general fund and to review the CTI contract during regular budget hearings. A roll call vote polled all ayes. The motion carried.

### **APPROVE TO SEND WAGE INCREASE IN NOVEMBER FOR REIMBURSEMENT**

As pre-determined, the Supervisor of Assessments will have a wage increase effective 12/1. As the State reimburses half of that salary, a motion was made by Mike McClure and seconded by Venise McWard to submit the increase to the Illinois Department of Revenue in November for the December 1<sup>st</sup> increase. A roll call vote polled all ayes. The motion carried.

### **APPELLATE PROSECUTOR RESOLUTION ADOPTED**

Annually, a resolution is presented to accept legal services to the States Attorney's Office when there is a conflict and for guidance for the annual fee of \$15,000. This has been submitted into the budget. A question was asked as to how this worked with the wind attorney. States Attorney Havera responded that the Appellate Prosecutor's office was originally assigned [Griffin Winning] to assist us. However, it was recognized that there was a client conflict and no Appellate ordered firm was available with wind experience. Ben Jacobi was recommended by Griffin Winning. A motion was made by Vicki McMahon and seconded by Venise McWard to adopt the resolution R2020 SA 012 for the FY 2021. A roll call vote polled all ayes. The motion carried.

### **FY 2021 BUDGET RECOMMENDED**

Treasurer Betty Asmussen sent out a revised agenda from the last one put on file.

- She explained that the unemployment rate was just received and had increased. She made those adjustments to all of the offices.
- Coroner Winans submitted a letter explaining the need to increase two line items for autopsies and equipment (body bags) as this year has created an overage and the next year may not be any better.

- She had received information from Laura Cooper that the short fall amount would be about \$30,000 which would go into the revenue side and she made that adjustment.
- The deficit for FY 2021 is \$387,054.00.

A motion was made by Mike McClure and seconded by Venise McWard to accept and recommend the final budget to the full Board. A roll call vote polled all ayes: Vicki McMahan, Mike McClure, Clark Pearce and Venise McWard. The motion carried.

#### TAX LEVY ORDINANCE

Treasurer Asmussen presented the Tax Levy Ordinance for adoption. A motion was made by Venise McWard and seconded by Vicki McMahan to adopt O2020 CB 010 Tax Levy Ordinance. A roll call vote polled all ayes. The motion carried.

#### FOUR RESOLUTIONS FOR THE SALE OF DELINQUENT TAX PROPERTIES

A motion was made by Vicki McMahan and seconded by Venise McWard to accept the sealed bids and to adopt resolutions: R2020 TR 008-South Fork Township parcel 15-12-08-312-005-00, R2020 TR 009- 6 Hannon Mobile Home Park, R2020 TR 010-23 Hannon Mobile Home Park, and R2020 TR 011-55 Hannon Mobile Home Park. A roll call vote polled all ayes. The motion carried.

#### OCTOBER TAX SALE

Treasurer Asmussen reported that although anticipated a large number of properties would be on the list, it was a normal tax sale with no spike in unpaid taxes.

#### ESDA UPDATE

Chairwoman Edwards was asked by Greg Nimmo to pass along this update.

- CUREs is now requesting follow up info. Montgomery County had their total approved yesterday afternoon using the same format we submitted. This is a different reviewer and they are requesting additional detailed info--individual reviewers to interpret things differently.
- CUREs allotment being requested from March-June 30 is \$424,989.
- Betty will get the additional information to Greg.

With no public comments, a motion was made by Mike McClure and seconded by Venise McWard to adjourn at 7:00 pm. A roll call vote polled all ayes. The motion carried.

Respectfully submitted,

Clark Pearce  
Finance/Audit Committee Chairman  
11/12/2020