

**AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**  
**March 9, 2022**

Present: Venise McWard, Chairman, Ken Franklin, Linda Curtin, Vicki McMahon,  
Tim Carlson  
Absent: None  
Others present: Matt Wells, Betty Asmussen, Julie Mayer, Jacque Willison, Chad Coady,  
Mary Rhodes, Jim Baker, Cecil Polley, Bruce Kettelkamp, D.J. Mathon, Kim  
Jones and Elizabeth Hile.

The Audit/Finance/Purchasing/Budget Committee met on Wednesday, March 9, 2022 at 6:30 p.m. 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. Roll call was taken and there was a quorum.

#### CLAIMS

A motion was made by Ken Franklin and seconded by Vicki McMahon to approve the claims presented for March. A roll call vote polled all ayes. Motion carried.

#### PUBLIC COMMENTS

There were no public comments.

#### E-CITATION FUNDS

Treasurer Asmussen advised that when e-citation first came about in 2016 the funds were set up in the general fund for the Circuit Clerk's office as well as for the Sheriff but these funds need to be in their own separate fund. The annual fees for DigiTICKET can be taken out of the e-citation fund.

The Treasurer has discussed this matter with our auditor. The recommendation is the e-citation funds for the Circuit Clerk's office totaling \$24397.10 (001) and the Sheriff (005) totaling \$2602.80 received from the period of 2016 through November 30, 2021 be transferred to a separate account. Because these funds have been in the general fund, the recommendation is move the total of \$26,999.90 from contingency to a separate e-citation fund which will be 025.

Motion by Vicki McMahon and seconded by Linda Curtin to recommend to the full Board to move \$26,999.90 from contingency to a separate e-citation fund (025). Roll call vote polled all ayes. Motion carried.

#### JAIL BUDGET

Jail Administrator Cecil Polley advised the Committee that he would like to discuss two (2) matters.

- When he presented his budget for the jail, he requested 2 new full time correction officers but felt he could get by this current fiscal year with one (1) new full time hire and would re-evaluate for next year's budget. With almost 4 months into this fiscal year, he feels he needs the additional new hire for night shift this fiscal year instead of waiting. The additional staff that have been hired on that shift are new and need additional training. He would like the additional new full time position re-considered this year.
- He feels there are discrepancies in the jail budget for the jailers overtime and part time jailers salary. At the rate we are going with this just being into March of the fiscal year, he will be short. He is wondering why the numbers are that far off.

Treasurer Asmussen advised that the only changes she made from presented budgets were those related to the union contract negotiations as directed by the Finance Committee. She advised she will need to review what was submitted in the original budget.

Chairman McWard advised that she felt the Committee needed to look at the budget closer before making any further decisions.

#### COUNTY BOARD MEMBERS SALARIES

The salary(s) for positions up for election in November of 2022 must be set at least 180 days prior to the election. The current salary for County Board members is \$100 per month with \$25 per diem for meetings.

Motion by Vicki McMahon and seconded by Tim Carlson to recommend to the full Board to keep the elected County Board salary and per diem rate for meetings the same at \$100 per month and \$25 per meeting each year for the next 4 years beginning 12.01.2022 through 11.30.2026. A roll call vote polled all ayes. Motion carried.

#### CHAIRMAN OF THE COUNTY BOARD SALARY

Motion by Ken Franklin and seconded by Vicki McMahon to recommend to the full Board to set the salary for the position of Chairman of the County Board at \$20,000 per year for the next 4 years beginning 12.01.2022 through 11.30.2026. A roll call vote polled 4 ayes and 1 nay. Motion carried.

#### COUNTY CLERK'S SALARY AND STIPEND AS REQUIRED BY PUBLIC ACT

Motion was made by Vicki McMahon and seconded by Linda Curtin to recommend to the full Board to increase the salary for the elected position of County Clerk by 3.5% each year for the next 4 year term beginning 12.1.2022 through 11.30.2026 and to note the anticipated stipend. A roll call vote polled 4 ayes and 1 nay. Motion carried.

#### COUNTY TREASURER'S SALARY AND SUPERVISOR OF ASSESSMENT AND STIPEND(S) AS REQUIRED BY PUBLIC ACT

Motion by Linda Curtin and seconded by Vicki McMahon to recommend to the full Board to increase the salary for the elected positions of County Treasurer and Supervisor of Assessment by 3.5% each year for the next 4 year term beginning 12.1.2022 through 11.30.2026 and to note the anticipated stipend for each elected position. A roll call vote polled all ayes. Motion Carried.

Treasurer Asmussen stepped out of the meeting and came back in as the Committee was starting the Sheriff salary agenda item. She wanted to present a spreadsheet she made for each of the elected office holders up for re-election in November and also included the Circuit Clerk. The spreadsheet provided information on various percentage increases ranging from 5.90%, which had been received by some non-bargaining department heads, to 3%. She indicated that ½ of the Supervisor of Assessment's salary is reimbursed by the State and incorporated that reimbursement rate into the total cost for increases. She highlighted that some non-bargaining department heads that are compensated more than elected officials.

Chairman McWard mentioned the extra work Treasurer Asmussen took on with a grant that the former Christian-Montgomery County ESDA Director did not submit and a grant from the Health Department that wasn't going to be claimed. She felt the Treasurer should receive recognition for her hard work that without it, would have resulted in funding losses for the County. Chairman McWard considered making a motion but it wasn't an agenda item and the salary for the elected position had already been voted on.

Supervisor of Assessment Chad Coady advised the Committee that he had assisted the Sheriff's department on a 911 grant which secured funding for aerial photo costs which will save approximately \$100,000.00. He just received the approval information last week. The Committee thanked Chad for his work on this grant.

#### SHERIFF SALARY

Motion by Vicki McMahon and seconded by Ken Franklin to recommend to the full Board to increase the salary for the elected position of Sheriff by 3.5% each year for the next 4 year term beginning 12.1.2022 through 11.30.2026 and to note the anticipated stipend. A roll call vote polled all ayes. Motion carried.

#### SURVEY RECORDS

Chairman Wells advised that the DeLay family did schedule a meeting to see the survey records of their father. The County is not first on the list to purchase these records but the DeLay brothers advised that the County would get a change to buy records before leaving the County. There are 1400 survey books and 18 file cabinets of maps. He advised the States Attorney said that the records would be subject to FOIA if purchased. Ken Franklin advised that Chairman Wells invited him to attend the meeting and it is a very impressive collection that goes beyond just survey records because of their historical value. It was noted that approximately 25% of the records were recorded leaving 75% not recorded.

#### REFERRALS FROM OTHER COMMITTEES

None

#### OTHER MATTERS

None

Motion by Tim Carlson and seconded by Vicki McMahon to adjourn. All members were in favor. Motion carried.

Respectfully submitted,

Venise McWard  
Finance/Audit/Purchasing/Budget Committee  
Chairwoman  
03/09/2022