

**AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE**  
**February 15, 2023**

Present: Venise McWard, Chairman, Linda Curtin, Tim Carlson, Ken Franklin, Vicki McMahan  
Absent: None  
Others present: Betty Asmussen, Pam Moses, Larry Barry, Lucas Domonousky, and Elizabeth Hile.

The Audit/Finance/Purchasing/Budget Committee met on Wednesday, February 15, 2023 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 Vicki McMahan and second by Ken Franklin to recommend to the full Board to approve the claims presented for February. A roll call vote polled all ayes. Motion carried.

**PUBLIC COMMENTS**

There were no public comments.

**REFERRALS**

Taylorville Food Pantry ARPA Fund Request

A request for \$14,164.00 for a 7 X 14 tandem axle trailer, a 2600# capacity straddle stacker forklift and four (4) custom thermal blankets was referred from Executive/Personnel Committee. Ms. Pam Moses, coordinator and Mr. Larry Barry, volunteer presented information about the Taylorville Food Pantry to include the number of residents from all over Christian County the pantry serves and information related to the reason for the equipment and thermal blanket request.

Motion by Linda Curtin and seconded by Ken Franklin to recommend to the full Board to approve Ordinance O2023 CB 014 for ARPA funds not to exceed \$14,164.00 for the purchase of a 7 X 14 tandem axle trailer from Stephens Trailer Sales, 2600# capacity straddle stacker forklift from Pennel Forklift and thermal blankets from Midwest Foodbank for the Taylorville Food Pantry. A roll call vote polled all ayes. Motion carried.

Treasurer Asmussen noted to committee members and to the representatives of the Taylorville Food Pantry that she will need an invoice for the equipment items before checks are made out to the specific vendor.

Local Solid Waste/Zoning Building Repair

The estimates received for repairing the LSW/Zoning building to be paid for using ARPA funds was referred from Executive/Personnel Committee. The committee reviewed the cost estimates. Mr. Bill Kennedy does recommend the estimate from Bolash Roofing and Construction totaling \$14,569.00.

Motion by Ken Franklin and second by Tim Carlson to recommend to the full Board to approve Ordinance O2023 CB 013 for ARPA funds not to exceed \$14,569.00 payable to Bolash Roofing and Construction for costs to repair the roof at the Christian County Local Solid Waste/Zoning building. A roll call vote polled all ayes. Motion carried.

Direct Deposit/Payroll

This item was referred from Executive/Personnel Committee.

Treasurer Asmussen advised she received a scam email that appeared to be from an employee requesting a change to their direct deposit. This request was forwarded to the payroll clerk at in the County Clerk's Office who then sent the employee a direct deposit form to complete. Upon return of the completed form, the change to the direct deposit for the specific employee was made.

Approximately 1 week later the employee called inquiring why they had not be paid. The matter of direct deposit was discussed with the employee returning the next day advising they did not make a direct deposit change. The money paid out at this point could not be retrieved. Betty advised that she took money from contingency to cover the non- retrievable funds and needs a motion for approval.

Motion by Vicki McMahan and second by Tim Carlson to recommend to the full Board that up to \$2,600.00 be paid out of the contingency fund to cover non-retrievable funds as a result of a scam email. A roll call vote polled all ayes. Motion carried.

**OTHER MATTERS**

Treasurer Asmussen advised that she plans to make a recommendation to Chairman Sharp regarding the process of review/approval of ARPA funds. Since ARPA funds are special her recommendation will be instead of ARPA fund requests going through multiple committees that requests go to Finance. She advised it is difficult with these requests running through multiple committees to develop ordinances the day before meetings and stay in the loop with what is going on. She asked if there was any objections to her recommendation. None were voiced.

Motion by Tim Carlson and second by Ken Franklin to adjourn. All members were in favor. Motion carried.

Respectfully submitted,

Venise McWard  
Finance/Audit/Purchasing/Budget Committee  
Chairwoman  
02/15/2023