

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

February 8, 2011

Present: Tim Butcher, Chairman
Tim Carlson Joe Marley
Laura Wilkinson Paul Schmitz

Absent: none

Others present: Cliff Frye, Tony Woods, and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Tuesday, February 8, 2011 at 6:30 pm in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to discuss and approve liquor license renewals and any other matters properly brought before the Committee.

The current resolution--last amended in **March 2000**--concerning the sale and license of liquor in Christian County approves the **renewal** of liquor licenses every six months. The Committee entertained a request to amend the resolution to renew on an annual basis. There would be no increase in fees but the total annual fee would be due prior to April 1. A motion was made by Tim Carlson and seconded by Paul Schmitz to amend the Liquor License resolution for renewal and collection of fees on an annual basis due prior to April. The committee will continue to request a report from the Sheriff and States Attorney around the months of March and September or as needed to review any problems with the establishments of the license holders. The motion carried. A letter will be sent to the license holders immediately to notify them of the change.

A motion was made by Tim Carlson and seconded by Joe Marley to approve the renewal of the current license holders-- Burton's Tap, Blue Bell Club, Pana Country Club, The Southside Shuffle, Thunderbird Lounge, A Great Victory, Lucky Lady, Loading Zone, Christian County Fair and Tri-County Fair--contingent upon successfully meeting the requirements of the renewal application and full payment of fees. The motion carried. These businesses all have renewed during the last six month period.

The County Board Chairman was invited to attend a meeting with the City of Pana Tax Increment Financing District Joint Review Board on January 26, 2011. Paul Schmitz attended on the Chairman's behalf and reported back to this Committee. A TIF District is created for economic development improvements and the monies received can pay for such things as infrastructure and buildings. Pana's district covers about 200 acres in the downtown area. A TIF District changes/reduces the amount of taxes distributed to the taxing bodies within the TIF District. Schools are the entities that loose the most—approximately \$26,768/year for the Pana School District. The Committee would like to invite Dr. David Lett, Superintendent of Schools in Pana, Jim Deere, Pana Economic Development Director, Steve Sipes, Pana Mayor and any others interested so that the Board can ask any questions relative to the TIF District.

The TIF group is requesting a letter from the County Board with a pro, con or no comment response. A motion was made by Laura Wilkinson and seconded by Joe Marley to recommend to the full Board to send a letter of opposition for the proposed TIF district in Pana. The motion carried.

Sheriff Kettelkamp submitted a suggested ordinance to establish a snow emergency declaration during snowfall conditions. The Committee reviewed an ordinance from Sangamon County and responded favorably. Cliff Frye also agreed the levels of emergency would help the highway workers in clearing the roads. Not on the agenda, no vote was taken but will be discussed during the full Board meeting.

There was some discussion on adding and updating policies to the handbook. No action was taken. It was also noted that the Health Department Administrator had resigned and there will be a search for a new administrator.

Last month Paul Schmitz attended the monthly meeting of United Counties Council of Illinois [UCCI]. The Committee suggested that the meeting list be passed around and any Board member could sign up to go with their schedules, but at least one member should always go. This meeting pays no per diem or mileage, but members are required to rsvp their attendance to UCCI.

There was a motion to adjourn made by Tim Carlson and seconded by Laura Wilkinson. The motion carried.

Respectfully submitted by,

Tim Butcher, Chairman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

March 14, 2011

Present: Tim Butcher, Chairman
Tim Carlson Joe Marley
Laura Wilkinson Paul Schmitz
Absent: none

Others present: John Curtin, Sheriff Kettelkamp, Linda Curtin, Laurie Mense, Tony Woods, and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Monday, March 14, 2011 at 5:00 pm in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to discuss exempt employee status, employee policies and any other matters properly brought before the Committee.

The Committee reviewed and discussed the Department of Labor requirements and provisions to classify employees as exempt—not eligible for payment of overtime.

Discussions included:

- Terminology of salaried employees
- Signature lines on attendance sheets, payroll sheets, and claims
- Attendance keeping for all exempt employees
- Additionally, Linda Curtin requested that the designated amount due to her Chief Deputy last year be paid. After review, a motion was made Paul Schmitz and seconded by Laura Wilkinson to refer to the Finance Committee to transfer funds for this past due allocation of funds from the election line item to the salary line item for proper disbursement to this exempt employee. The motion carried.

Other business:

- It was noted that FOP negotiations were still on going.
- It was suggested that a sub committee be formed to casually discuss various options/ideas/solutions concerning the FY 2012 budget. This committee would consist of up to four members each from the county board, department heads and AFSCME members. A motion was made by Laura Wilkinson and seconded by Joe Marley to have Chairman Curtin designate this sub committee and appoint the county board members and department heads to serve on this informal discussion group. The motion carried.
- Chairman Curtin noted that we are awaiting the census figures in order to proceed with the review of redistricting. It will be forwarded to the Legislative Committee.

There was a motion to adjourn made by Joe Marley and seconded by Paul Schmitz. The motion carried.

Respectfully submitted by,
Tim Butcher, Chairman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

April 14, 2011

Present: Tim Butcher, Chairman Joe Marley
 Laura Wilkinson Paul Schmitz
Absent: Tim Carlson

Others present: John Curtin, Linda Curtin, Colleen Hadley, Greg Hager and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Thursday, April 14, 2011 at 6:30 pm in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to discuss FOP negotiations, TIF District judgment filed, personnel, policies and any other matters properly brought before the Committee.

Treasurer Hadley informed the Committee that the County Clerk's budget had not been declared either in 2010 or 2011 to cover the supplemental amount for the Chief Deputy for the November 2010 election. The additional money was assumed to have been due, but it was not declared during budgets or in any written agreement. After consideration, a motion was made by Joe Marley and seconded by Paul Schmitz to reverse the decision from last month for the increase awarded to the County Clerk's Chief Deputy due to no designation of funds. The motion carried.

As a follow-up from last month's discussion on payroll reporting changes, an additional cost was created due to the rounding of hourly rates. Although it is a minimal cost at this time, it will occur again when the AFSCME wage increase is effective on November 30. A motion was made by Paul Schmitz and seconded by Laura Wilkinson to forward the findings to the Audit/Finance Committee. The motion carried.

Negotiations with FOP continue. The next meeting between the County and FOP will be with a mediator.

Chairman Curtin forwarded a statement from States Attorney Tom Finks and discussed the Declaratory Judgment filed over the Pana TIF District. The County plays such a small part in this suit, the Committee recommends to the full Board by a motion from Laura Wilkinson and seconded by Jo Marley to opt out--to clarify the County will agree in writing to be bound by the decision of the court, (even though the County will no longer be a party to the litigation) no matter what it is, and in return the plaintiff, City of Pana will dismiss the County from the litigation. The motion carried.

The annual meeting concerning IMRF employer rates, investments, impact of the Tier 2 pension changes and proposed legislation will be available for county board members to attend through a webinar. On Thursday, May 5 at 7:00 pm, Mike Gianasi will set it up in the county board room for any and all county board members to attend. This is on a voluntary basis, but an R.S.V.P. will be necessary to determine interest.

There was a motion to adjourn made by Joe Marley and seconded by Paul Schmitz. The motion carried.

Respectfully submitted by,

Tim Butcher, Chairman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

June 15, 2011

Present: Tim Butcher, Chairman Joe Marley
 Laura Wilkinson Paul Schmitz
 Tim Carlson

Absent: none

Others present: John Curtin, Bruce Engeling and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Tuesday, June 15, 2011 at 6:30 pm in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to discuss FOP negotiations, personnel, policies and any other matters properly brought before the Committee.

Laura Wilkinson, a member of the Advisory Committee, reported on the meeting held earlier that day. Treasurer Hadley and Paul Schmitz attended that meeting, distributed and explained various financial reports showing the bad years and maintenance years of the County's revenue and expenses.

She also reported that over the past few months, this sub-committee had discussed the possibility to share interdepartmental resources of personnel through a temporary assignment procedure to maintain efficient staffing within the departments. A draft of this procedure was submitted to this committee for review. A motion was made by Paul Schmitz and seconded by Joe Marley to recommend this concept and to begin the communication with the AFSCME representative. The motion carried. The final language will be brought back to the full Board for approval.

The Committee reviewed FOP negotiations which continue.

There was a motion to adjourn made by Tim Carlson and seconded by Joe Marley. The motion carried.

Respectfully submitted by,

Tim Butcher, Chairman