

AUDIT/FINANCE/PURCHASING COMMITTEE
and
EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE
and Board members
April 12, 2018

Present: Becky Edwards, Chairwoman Donna Hibbetts, Chairwoman
 Aaron Allen Vicki McMahon Venise McWard Molly Alaria
 Paul Schmitz Matt Wells Ben Curtin Tim Carlson Mike McClure,
Absent: Marilyn Vogetzer, Phil Schneider, Chad Michel, Charles DeClerck, Craig Corzine

Others present: Rich Hooper, Mike Gianasi, Sarah Carlson, Julie Mayer, Betty Asmussen, Chad Coady, several AFSCME members, Tom Latonis and Jan Bland.

The Finance Committee and Executive/Personnel/Liquor committee met on Thursday, April 12, 2018 at 6:00 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 Chairwoman Becky Edwards noted a quorum. There were no public comments.

2017 AUDIT REVIEWED

Rich Hooper from Lively, Mathias, Hooper and Noblet highlighted the FY2017 County Audit. As a general summary, the Independent Auditors' Report was unmodified and all materials were provided to the auditors. As recalled over the past two years, Ameren money awarded to the County for the utility line project was \$342,400 in FY 2016 and \$580,400 in FY 2017. Not including the \$580,400 amount of the one-time Ameren payment in FY 2017, the deficit of the general fund would be \$234,670. By including the Ameren money, the budget reflected a further reduced amount. The general fund expenses of \$6,254,716 exceeded the revenue by \$234,670 without account for the Ameren easement for FY 2017. Salaries and benefits in the general fund are about 70-75%--a normal percentage for local governments as they provide services which require staff. Last year fee increases began and helped some for the revenues. In 2018, a full year of revenue increases may be recognized. Mr. Hooper noted that in the appropriations (budget) the County should try to include all anticipated expenses. The bottom line comes to what actually was expensed and what revenues were received. He will attend the full board on Tuesday, April 17, 2018.

APRIL CLAIMS APPROVED

A motion was made by Paul Schmitz and seconded by Aaron Allen to approve the April claims as submitted. The motion carried.

AIR CONDITIONING PROJECT TO BE PAID DIRECTLY FROM CAPITAL IMPROVEMENT

Clarification to the capital improvement line and the air conditioning project: Monies were designated for the A/C project to be paid directly out of the Capital Improvement Fund by line item. No action was necessary.

WEBSITE UPDATE

Venise McWard updated the committee on the website review. Two new quotes will be submitted soon and be added to the current five quotes. The website committee members are Venise McWard, Molly Alaria, Vicki McMahon, Julie Mayer, Michael Gianasi, Micki Ehrhardt and Russ Winans.

OFFICE 365

The Office 365 research continues. A new survey from department heads reduced the original cost estimate for those offices that need both emails and Office 365 software licenses and offers cloud storage.

REQUEST TO EXPAND LIQUOR LICENSE CLASSIFICATION

A request was made by a current liquor license holder to expand his business with the addition of a gambling venue. In order to be licensed through the State, he must obtain a license to “pour” liquor. His current license is for the sale of package liquor. A new class of license must be created to allow that request. A motion was made by Matt Wells and seconded by Vicki McMahon to direct the States Attorney to provide language and a new liquor license classification for the license to sell package beer and wine and serve beer and wine. The motion carried.

QUOTE APPROVED TO FINISH AIR CONDITIONING PROJECT

Referred from the Highway/Building Committee was the approval of the quote from Gibbel Home Services, Inc. at \$36,000 for the installation labor and custom sheet metal labor for the courthouse AC. A motion to accept Gibbel Home Services, Inc. at \$36,000 for installation labor and custom sheet metal labor was made by Vicki McMahon and seconded by Venise McWard and to be paid from Capital Improvements. The motion carried.

CONSOLIDATE POSITIONS OF ANIMAL CONTROL AND ZONING DUE TO RETIREMENTS

Chairwoman Edwards read the letters of resignation from Brett Rahar, Zoning Officer for 37 years and Joelynda Conrad, Animal Control Warden for 25 years with both effective dates at the end of May. A motion was made by Aaron Allen and seconded by Molly Alaria to go into executive session pursuant to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 5ILCS 120/2(c)(1). Roll call vote of all members present polled all ayes.

A motion was made by Paul Schmitz and seconded by Aaron Allen to come out of executive session for the above exemption. Roll call polled all ayes.

During executive session, the purpose of discussion was to evaluate the consolidation of two department head positions and to seek applications for that position. A motion was made by Vicki McMahon and seconded by Matt Wells to combine the two positions into one management position. The hours open for the public to view and adopt animals would be more user friendly being opened during lunch hours, open one evening and to include Saturday hours. Hours for zoning would be established during regular business hours. Consolidating the two positions would be a cost savings to the County. The motion carried.

RECESS

The committee took a brief recess.

ELECTED OFFICE HOLDER SALARIES APPROVED

A motion was made by Molly and seconded by Venise McWard to go into executive session pursuant to collective negotiating matters between the public body and its employees or their representatives and deliberations concerning salary schedules for one or more classes of employees--5ILCS 120/2(c)(2). Roll call vote of all members present polled 10 ayes and one nay.

A motion was made by Matt Wells and seconded by Vicki McMahon to come out of executive session for the above exemption. Roll call polled all ayes.

In open session, comments were made about regrets of freezing the salaries for the past four years and they reviewed the options of the elected office holders proposals which in review are:

- Proposal #1-- 3%, 3%, 2%, 2%
- Proposal #2—3%, 2%, 2%, 2%
- Proposal #3-- \$1500 flat each of the four years

One member commented that constituents felt there should be no increase of salaries. A motion was made by Ben Curtin and seconded by Mike McClure to award elected office holders who will be elected or re-elected in November 2018 (County Clerk, Treasurer, Supervisor of Assessments, Sheriff) and the Circuit Clerk [the term is not up, but salary schedules have been in coordination with this group of Elected Office holders] to receive a 2% increase each of the four years of their term. A roll call vote polled the following yay: Molly Alaria, Aaron Allen, Tim Carlson, Ben Curtin, Becky Edwards, Donna Hibbetts, Venise McWard, Mike McClure, Vicki McMahan, Paul Schmitz; and nay; Matt Wells. The motion carried.

A motion was made by Matt Wells and seconded by Molly Alaria to adjourn. The motion carried.

Respectfully submitted,

Becky Edwards
Finance Committee Chairwoman