

## EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

April 12, 2021

Present: Craig Corzine, Committee Chairman, Ray Koonce, Bryan Sharp,  
Gene Price, David Puccetti

Absent: None

Others present: Matt Wells and Elizabeth Hile in attendance. Via [freeconferencecall.com](https://www.freeconferencecall.com): Sarah  
Carlson, Venice McWard, Tom Latonis, Molly Alaria, Gary Fulk

The Executive, Personnel, and Liquor Committee met on Monday, April 12, 2021 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. There was a quorum.

### LIQUOR LICENSE

County Board Chairman Wells stated during the distribution of the liquor licenses this year he was asked by a license holder about selling packaged liquor as in the past he was advised he could not. It was felt that some of the other license holders were selling packaged liquor to go. Chairman Wells reviewed the various classes and is recommending a change to the definition of Class A license in the current resolution to the following: Class A licenses shall offer the retail sale on the premises specified in the license of alcoholic liquor either ~~in the original container or~~ for consumption on the premises or packaged liquor to go.

A motion was made by Ray Koonce and seconded by David Puccetti to recommend to the full Board to approve the Class A definition change as presented and to amend the current resolution to reflect that change. A roll call vote polled all ayes. The motion carried.

### APPOINTMENTS

County Board Chairman Wells advised that he will be naming appointments to the following Boards at the April 20<sup>th</sup> County Board meeting: CEDS, 911 Board, Taylorville Fire Protection District, Owaneco Fire Protection District and Ethic Board. He also noted that a County Clerk appointment will also be made at that meeting.

### PUBLIC COMMENTS

No public comments were made.

### PER DIEM FOR OPERATION OF THE TELECONFERENCE EQUIPMENT AT MEETINGS

County Board Chairman Wells noted when Mike Gianasi resigned as County Clerk he learned that the operation of the teleconference equipment to allow the public to attend meetings virtually was not a duty of the County Clerk but of the Board. The Board's new administrative assistant has assumed those duties but individuals will be needed to operate the equipment in the event she is on a scheduled vacation or should illness occur. When Liz Hile was hired it was known that she had a scheduled vacation in July and would likely miss July meetings. Chairman Wells advised that the Board could hire

CTI at an after hour rate of over \$90 per hour or consider exempt County employees to assist in the administrative assistants absence. Both the deputies in the County Treasurer's office and the Circuit Clerk's office are willing to assist at this time and are staff that could go into executive session if the need should occur. Chairman Wells is recommending that these County employees be paid a per diem amount of \$60.00 per meeting to run the teleconference equipment in the administrative assistants absence. Both individuals will be present at Tuesday's meeting to learn the operation. Money is available in the budget.

Motion by Gene Price and seconded by Bryan Sharp to recommend to the full Board that County Treasurer Deputy Jody Badman and Circuit Clerk Deputy Jeff Voorhees be paid a per diem of \$60.00 per meeting to operate the teleconference equipment in the absence of the Board's administrative assistant. A roll call vote polled all ayes. The motion carried.

#### REVIEW OF NEWLY ADOPTED COUNTY BOARD RULES

County Board Chairman Wells asked the Committee to either take time to review the recent County Board rules changes now or review them later to make sure the changes are what they wanted.

#### RESOLUTION SUPPORTING LOCAL CONTROL OF ZONING AND LAND USE AFFAIRS

Committee Chairman Corzine advised the presented draft resolution is in opposition of SB1602 which would reduce the authority of the County to make decisions in the best interest of its constituents. United Counties Council of Illinois (UCCI) sent out a memo today strongly urging counties to pass a resolution similar to the one presented tonight. This isn't just about wind and solar energy. If this bill passes, it is felt that it will be the beginning of more legislation to further reduce the authority of counties to make decisions based on the needs of the people they serve.

Motion Craig Corzine and seconded by Ray Koonce to recommend to the full Board to adopt the Resolution of the Christian County Board, Illinois Supporting Local Control of Zoning and Land Use Affairs. A roll call vote polled all ayes. The motion carried.

#### EMPLOYEE HANDBOOK AND POLICIES

County Board Chairman Wells advised that the current Employee Handbook and Policies are in need of review since it has been many years since that has been done. UCCI offers a free service that will make change recommendations to the handbook and related policies. Chairman Wells felt recommendations would be forthcoming in the next month or so for the Committee to review.

#### FOP REQUEST TO START NEGOTIATIONS EARLY

County Board Chairman Wells advised that he has received a call from the FOP Union representative requesting contract negotiations with the Sheriff's department start early. They are requesting negotiations begin in May. The current contract expires November 30, 2021. By contract, to reopen, notification shall be given at least ninety (90) days and no more than one-hundred and twenty (120) days prior to the expiration of the agreement. One-hundred and twenty (120) days would be at the end of July.

Motion by Craig Corzine and seconded by Gene Price to table this issue until the May Executive/Personnel Committee meeting. A roll call vote polled all ayes. The motion carried.

#### OTHER MATTERS

Bryan Sharp asked if there were any updates on the EMA grants. County Board Chairman Wells advised that Bruce Engeling our consultant has ran into some issues with forms and is getting assistance from the Montgomery County EMA director. We know that the grants will be rejected the first time but because the State knows the situation, we should be granted additional time for completion.

Ray Koonce suggested that the Board look into CURES money received as possible funding for the per diem pay for the operation of the teleconference equipment since it's directly related to Governor's orders regarding meetings and COVID.

Motion by Gene Price and seconded by David Puccetti to adjourn. A roll call vote polled all ayes. The motion carried. Meeting adjourned.

Respectfully submitted,

Craig Corzine  
Executive/Personnel Chairman  
4/12/2021

## EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

May 10, 2021

Present: Craig Corzine, Committee Chairman, Ray Koonce, Bryan Sharp,  
Gene Price, David Puccetti

Absent: None

Others present: Mike Havera, Julie Mayer, Matt Wells and Elizabeth Hile in attendance. Via  
[freeconferencecall.com](https://www.zoom.us/j/9198912345): Mary Rhodes, Michelle Brown, Bruce Kettelkamp, Tom Latonis

The Executive, Personnel, and Liquor Committee met on Monday, May 10, 2021 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought be before the Committee. There was a quorum.

### APPOINTMENTS

- Farmland Assessment Committee – County Board Chairman Wells advised the Farmland Assessment Committee assesses farmland yearly and three (3) appointments are needed to sit with Chad Coady, Christian County Assessor and the Chairman of the Board of Review. Chairman Wells will be recommending appointments at the May County Board Meeting and plans to name a female farmer as one appointment. He believes this will be the first female farmer appointed to serve on this committee.
- EMA Position(s) – Chairman Wells noted that consultant Bruce Engeling has been working hard and has accomplished much however, the first weekend we had power outages he was out of town and had to return home. At this time he has decided not to continue as an EMA consultant. The former multi-county director's salary was between \$58,000 and \$59,000 a year with the County sharing ½ the salary cost. Prior to the County's participation in a multi-county EMA arrangement, we had a part time EMA Director who was paid approximately \$15,600 per year. Chairman Wells has permission from the Board already to hire an EMA Director but would like for this individual to be able to have 1 – 2 support staff to assist and be available at times when he is away. Chairman Wells highlighted some expected job expectations to include completing grants and timely completion of paperwork, attendance of Board Meetings in person or by phone when needed and minimal annual visits to all Fire Departments as some in the past have felt left out. Chairman Wells would like for Bruce to stay on a month after hiring a part time EMA Director to provide assistance in transition.

A motion was made by Ray Koonce and seconded by Gene Price to recommend to the full Board to allow the part-time EMA Director to hire 1 – 2 assistants, for Bruce Engeling to stay on for 1 month after the part-time EMA Director is hired and to refer the issue of salary for the part-time EMA Director and assistants to the Finance Committee. A roll call vote polled all ayes. The motion carried.

### PUBLIC COMMENTS

There were no public comments

### EMPLOYEE HANDBOOK AND POLICIES – ICRMT

Chairman Wells advised the Committee the review of the County's Employee Handbook review by ICRMT will take 2 to 3 months. The recommendations will be brought back to the Committee at that time. There is no cost for this service.

#### FOP REQUEST TO START NEGOTIATIONS EARLY

FOP has requested to start negotiations early. By contract, to reopen, notification shall be given at least ninety (90) days and no more than one-hundred and twenty (120) days prior to the expiration of the contract. July would be the earliest negotiations could start unless agreed otherwise.

Motion by Craig Corzine and seconded by Gene Price to recommend to the full Board to allow Chairman Wells to start early negotiations with FOP in June. A roll call vote polled all ayes. The motion carried.

#### AFSCME REQUEST COVID BONUS

AFSCME representative Matt Whalen has been in contact with Chairman Wells regarding COVID bonuses for AFSCME employees. The Committee asked States Attorney Havera and Circuit Clerk Julie Mayer about the work schedule for their staff as a result of COVID. It was noted the offices made decisions based on needs and that those needs varied from office to office. Committee members noted that because of COVID adjustments had to be made which was a frustrating time for everyone and while the offices did a great job, it didn't necessarily warrant a bonus. A motion was made by Bryan Sharp to table as there was no interest. Motion was withdrawn.

#### OTHER MATTERS

- Ray Koonce reference the lack of notification by the National Weather Service of the storm in Assumption last week and twice in the past year unexpected storms have occurred also without notification. Ray contacted a local news channel about the situation as well. He is not happy with the National Weather Service and feels they can do better. In regard to some damage in the Assumption area, the EMA director was there Friday morning.
- Chairman Wells noted the County's residency requirements. The contracts, except FOP for the Sheriff (which is silent), indicates all employees must reside in the County within 6 months of hire unless approved by Employer or County Board. The County's Personnel Handbook indicates that approval is by the Personnel Committee. Chairman Wells feels the Handbook should read full Board and not just the Personnel Committee. He intends to bring the issue to the full Board. States Attorney Havera suggested the Board may want to wait until the Employee Handbook comes back from review.

Motion by Gene Price and seconded by David Puccetti to adjourn. A roll call vote polled all ayes. The motion carried. Meeting adjourned.

Respectfully submitted,

Craig Corzine  
Executive/Personnel Chairman  
5/10/2021

## EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

June 7, 2021

Present: Craig Corzine, Committee Chairman, Ray Koonce, Gene Price,  
David Puccetti  
Absent: Bryan Sharp  
Others present: Mike Havera, Matt Wells and Elizabeth Hile in attendance. Via  
[freeconferencecall.com](https://www.freeconferencecall.com): Caitlin Sands, James Sands, Jeff Stoner

The Executive, Personnel, and Liquor Committee met on Monday, June 7, 2021 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. There was a quorum.

### PUBLIC COMMENTS

There were no public comments

### EMA UPDATE

Jeff Stoner, EMA Director provided the following updates:

- The EMA vehicle has been re-lettered EMA Christian County. The vehicle was in need of several repairs and those repairs have been completed.
- Morning weather briefings will be provided to area Chiefs and Department Heads.
- He has access to the grant portal now and issues are being squared away.
- The EMA office will be located at the Taylorville Fire Department. This location seemed most appropriate and beneficial as it is the Emergency Operation Center should there be any issues.
- An email address has been established and provided to individuals including the Board, elected officials and department heads.
- Three (3) deputies have been added – Nick Hackney, Taylorville Fire Department; Chief Tom Baldock, Owaneco Fire and Paul Parkin, Morrisonville Fire.
- Christian County EMA Facebook page has been established. The Chris-Mont Facebook page will be maintained for a while to allow for individuals to transition over to Christian County EMA page.
- Will be visiting Fire Departments in the County in the next month or so.
- Would like to be a part of any County events/summer festivals, etc.

Director Stoner asked how the Board would like to be made aware of incidents. Chairman Wells advised that as Chairman, he want to know about every emergency. In his absence Vice-Chairman Corzine or the Board's Administrative Assistant should be contacted.

Chairman Wells also advised that while the Board approved the hiring of 1-2 assistants, that Director Stoner did ask about 3 deputies and was advised as long as he stayed within the budget provided that this would be no problem.

## COUNTY REAPPORTIONMENT

UCCI provided information indicating that SB825 has passed by chambers and is awaiting the Governor's signature. This bill amends several sections related to reapportionment of which include the definition of population and the reapportion deadline to December 31, 2021.

## RESIDENCY REQUESTS

Chairman Wells presented a listing by department of employees who currently reside outside Christian County where no records of approval by the Board were found. It was noted that there was only one employee who has prior County approval of residency exemption and that is on file in the Chairman's Office. Currently the Employee Handbook and some Union Contracts require an employee to move into the County within 6 months of hire unless approved by Committee/Board.

Chairman Wells noted that the States Attorney's Office, Public Defender's Office and the Sheriff/911 cooperated in providing documentation with reasons (specialized qualifications, lack of applicants and training costs) to the Committee and Board to approve the continued employment of the employees who do not reside in the County. Chairman Wells recommends that the employees in these offices be approved for waiving the residency requirement and that the list provided be maintained along with the Committee and Board minutes for future reference.

Craig Corzine noted that living and working in the County is important to the constituents he represents and feels strongly about the issue. In reference to questions about how this issue will be handled in the future, Chairman Wells noted that the County's Employee Handbook would be coming back for review to the Committee probably in August and department heads through discussion had provided many ideas for consideration.

Motion by Ray Koonce and seconded by Gene Price to recommend to the full Board to approve residency exemptions for the employees in the States Attorney's Office, Public Defender's Office and the Sheriff/911 as provided by Chairman Wells with such documentation to be kept on file in the Chairman's Office along with the minutes of this Committee and Board minutes.

The Health Department has five (5) employees who reside outside the county. Chairman Wells advised that the Health Department received the residency requirement at the same time as the other departments but they were very slow to provide information. The County Clerk researched prior Board minutes and could find no supporting residency approval documentation. Both the administrator and assistant administrator reside outside the county. A comment was made of the importance of administration meeting qualifications. Chairman Wells did talk to the Health Board's President on Friday but because there are some questions, felt more information was needed.

Motion by Craig Corzine and seconded by David Puccetti to table the Health Department residency requests until Chairman Wells can get more information. A roll call vote polled all ayes. Motion Carried.

#### RETIREE INSURANCE REQUEST

A retiree from the County is requesting to be allowed to enroll in the County's dental plan through open enrollment. This retiree enrolled in the dental plan at one time later dropped the plan and now wants to re-enroll. There is no documentation that this has been allowed in the past. No action.

#### OTHER MATTERS

None

Motion by David Puccetti and seconded by Gene Price to adjourn. A roll call vote polled all ayes. Motion Carried. Meeting Adjourned.

Respectfully submitted,

Craig Corzine  
Executive/Personnel Chairman  
6/7/2021



## **EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**

**August 9, 2021**

Present: Craig Corzine, Committee Chairman, Ray Koonce, Gene Price  
Absent: Bryan Sharp, David Puccetti  
Others present: Mike Havera, Matt Wells and Elizabeth Hile in attendance. Via phone,  
Jeff Stoner

The Executive, Personnel, and Liquor Committee met on Monday, August 9, 2021 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. Roll call was taken and there was a quorum.

### **PUBLIC COMMENTS**

There were no public comments

### **EMA UPDATE**

Jeff Stoner, EMA Director provided the following updates:

- Highlighted the recent Tailgates and Tall Boys event held July 28 – 30<sup>th</sup> at the South Fork Dirt Riders facility. The overall concern for this event was an ambulance service was planned to be on site and that fell through leaving no onsite coverage. There were 9 calls during the event, which was much lower than thought it may be. There was no way to accurately measure the number of people in attendance but throughout the entire event the numbers were estimated to be around 10,000.
- Discussed the need for earlier planning for larger special events to include on site EMS services, traffic control and related issues. Suggested the Board consider looking at ordinances for large events across the county that address having EMS staffing onsite.

States Attorney Mike Havera asked if Director Stoner knew of other counties that currently have such ordinances. Chairman Wells asked Director Stoner to get in contact with other counties and provide information to the States Attorney.

### **COUNTY REAPPORTIONMENT**

UCCI has not provided any additional new information. There is an anticipated news conference on the census currently scheduled for August 12<sup>th</sup>.

### **911 CHRISTIAN/SHELBY COUNTY INTERGOVERNMENTAL AGREEMENT**

Chairman Wells noted that he felt when the County has intergovernmental agreements with other agencies such as the case in the current 911 agreement with Shelby County, that the residents of the applicable county(s) should also be eligible for employment consideration the same as individuals residing in Christian County.

States Attorney Havera will do some research on this and report back to the committee next month.

#### RESIDENCY REQUEST(S)

911 Director, Amy Toberman, recently hired an individual who resides in Shelby County. She would like for this individual to be waived from the current residency requirement. Chairman Wells read the memo provided to him from 911 Director Toberman explaining the reasons she hired this candidate.

Motion by Craig Corzine and seconded by Gene Price to recommend to the full Board to waive the residency requirement for Deanna Thompson with such documentation to be kept on file in the Chairman's Office along with the minutes of this Committee and Board minutes. Roll call vote polled all ayes. Motion Carried.

#### ILLINOIS PUBLIC EMPLOYER LABOR RELATIONS ASSOCIATION (IPELRA) TRAINING REQUEST

Chairman Wells asked the Board's Administrative Assistant to provide information on an upcoming training she would like to attend.

Liz Hile noted that IPELRA is a public employer labor relations group that conducts an annual training that she is very familiar with as she has attended in the past. It is an excellent program specifically for public employers conducted by attorneys with a focus on HR. The training is October 24 – 27, 2021. If registered by September 21, the rate is reduced by \$100. The total cost is \$776.00 (\$275 for the sessions and \$501 for accommodations) plus mileage. There is money available in the budget.

Motion by Craig Corzine and seconded by Ray Koonce to recommend to the full Board to allow Liz Hile to attend the IPELRA Conference held on October 24 -27, 2021. Roll call vote polled all ayes. Motion Carried.

#### OTHER MATTERS

States Attorney Havera advised that he has hired a new assistant who will start on Monday, August 16, 2021.

Motion by Ray Koonce and seconded by Gene Price to adjourn. A roll call vote polled all ayes. Motion Carried. Meeting Adjourned.

Respectfully submitted,

Craig Corzine  
Executive/Personnel Chairman  
8/9/2021

**EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**  
**September 13, 2021**

Present: Ray Koonce, Gene Price, Bryan Sharp  
Absent: Craig Corzine, David Puccetti  
Others present: Sheila Sexton, Mary Rhodes, and Elizabeth Hile in attendance.

The Executive, Personnel, and Liquor Committee met on Monday, September 13, 2021 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. Roll call was taken and there was a quorum. Ray Koonce led the meeting in the absence of Committee Chairman Corzine.

**PUBLIC COMMENTS**

There were no public comments

**AFSCME REQUEST**

Sheila Sexton, AFSCME staff representative, addressed the committee regarding ARPA funds highlighting premium pay to AFSCME employees as they are considered essential workers because they work with the public. She provided all members with a written statement. She is asking the County to pay premium pay to the employees who have and continue to work with the public.

**COUNTY REAPPORTIONMENT**

A copy of the current District map and census information was provided to the Committee. Chad Coady, Supervisor of Assessments, will be working on the breakdown of the new census numbers in relation to the district map. Based on legislative changes for reapportionment, “the Chairman of the County Board or County Executive may develop and present (or redevelop and represent) to the Board by the 3<sup>rd</sup> Wednesday in November in the year after a federal decennial census year an apportionment plan and the Board shall conduct its public hearing as provided (by the Counties Code) following receipt of the apportionment plan”. “The county board shall reapportion its county by December 31, 2021.” The committee will discuss this further next month

**OTHER MATTERS**

Bryan Sharp noted his concerns with the mandates of the current administration and governor that are being passed down on communities and states. Workforce/staffing concerns were also noted in the event individuals walk away from their jobs because of the mandates.

Motion by Gene Price and seconded by Bryan Sharp to adjourn. A roll call vote polled all ayes. Motion Carried. Meeting Adjourned.

Respectfully submitted,

Ray Koonce  
Executive/Personnel Committee  
9/13/2021

**EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**  
**March 8, 2021**

Present: Craig Corzine, Committee Chairman, Ray Koonce, Bryan Sharp,  
Gene Price  
Via [freeconferencecall.com/](https://freeconferencecall.com/) Dave Puccetti

Absent: None

Others present: Matt Wells, Linda Curtin, Michael Gianasi, Vince Harris, Katrina  
Dietrich, Jan Bland and Elizabeth Hile in attendance.  
Via [freeconferencecall.com/](https://freeconferencecall.com/) Sarah Carlson

The Executive, Personnel, and Liquor Committee met on Monday, March 8, 2021 at 6:30 p.m. in County Board meeting room with a 19 person limit, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. There was a quorum.

**ILLINOIS COUNTY BOARD MEMBERS ASSOCIATION**

County Board Chairman Wells stated he had been contacted several times asking if the County would be interested in becoming members in this organization again. The County has been a member in the past but discontinued membership about 4 years ago. The County is currently a member of United Counties Council of Illinois. Members discussed feasibility of belonging to two groups that provide essentially the same services. It was the consensus of the Committee not to pursue a new membership at this time.

**REQUIREMENT OF REDISTRICTING AND SIZE OF BOARD MEMBERS DUE TO 2020 CENSUS NUMBERS**

State Statute requires completion of reapportionment, determining the size of the county board and districts, is July 1, 2021 or the day after the regularly scheduled July meeting of the County Board. The 2020 Census information will not be available until September or October of 2021. Several members commented the size of the board seemed to work well. A motion was made by Ray Koonce and seconded by Bryan Sharp to approve and recommend to the full Board to leave the size of the Board as is and to delay redistricting until the 2020 Census numbers were available. A roll call vote polled all ayes. The motion carried.

**ATTENDANCE AT COUNTY BOARD MEETINGS FOR COUNTY BOARD APPOINTED/HIRED DEPARTMENT HEADS.**

County Board Chairman Wells would like appointed department heads to be present at meetings or minimally at all County Board Meetings unless excused. It was the consensus of the Committee that this is something they also feel is warranted and expected. This has been proposed in the CB Rules for review.

**REVIEW OF CHANGES TO COUNTY BOARD RULES**

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All members received a copy of suggested changes to the current Rules of Order of the Christian County Board Members. The following are the proposed changes:

- The Chairperson of the County Board will select the committee chair the Executive, Personnel, and Liquor Committee as is done for the other standing committees. (1/2021). *All County Board appointed and hired department heads/supervisors shall attend all County Board meetings and any committee meeting as requested unless excused by the Board Chair or Committee Chair.*
- *Board appointed/hired* department heads shall discuss probationary employees before said employee is hired on a permanent basis.
  - *Elected office holders of which the CB sets salaries: If an elected office holder chooses not to run for their position, the board shall reduce the starting salary of that position by 10%.*
  - *Residency is a condition for employment as described in the personnel handbook. Only a professional skill will qualify for petition to waive and approved by the Personnel Committee and the full County Board.*

### ***Liquor***

- The Board Chairman *as the Liquor Commissioner* is automatically the chairperson of this committee and shall include the five members of the Executive Committee to serve in an advisory capacity with the Chairman in performing functions of this committee. *The Chair of the Exec/Personnel/Legislative/Liquor Committee shall have the authority to full fill the duties of the Board Chairman/Liquor Commissioner at his/her request without action from the Board.*
- To alert County Board members of meetings involving ~~the Illinois Association of County Board members and Commissioners of the State of Illinois and United Counties Council of Illinois [UCCI].~~ We recognize UCCI as an affiliate organization who provides information on legislative issues and member training. *All Board members are eligible to attend.*
- ~~The Chairperson of the County Board shall inform all County Board members of all IACO Zone 3 Meetings. All Board members are eligible to attend.~~
- *Redistricting:* To determine precinct boundary changes so that for each election, each precinct shall be as near as practical in following the state statutes and to prepare proper maps showing boundaries and resolutions for Board action, at the direction of state statute, at the regular June meeting.
- *To oversee and be updated on IMRF changes by* ~~supervise~~ the local administration, *Board appointed (Authorized Agent)* of the municipal retirement system of the State of Illinois.
- Contact any Audit/Finance member prior to the ~~Thursday~~ *regular* Audit/Finance committee meeting OR
- Attend *the monthly* Finance meeting ~~on that Thursday~~ OR
- Call County Board Office prior to the *regular monthly* ~~Thursday~~ Audit/Finance committee meeting

A motion was made by Craig Corzine and seconded by Gene Price to approve and recommend to the full Board suggested changes to the Rules of Order of the Christian County Board Members. A roll call vote polled all ayes. The motion carried.

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#### ETHICS APPOINTMENT(S)

County Board Chairman Wells indicated that a former county board member, Clark Pearce, was noted as a member of the Ethics Board. When Clark resigned from the Board, he also resigned from any other obligations. It should be noted that upon election to the Board, a replacement appointment to the Ethics Board should have been made at that time. County Board Chairman Wells will find a replacement to the Ethics Board for full Board approval.

**ANIMAL CONTROL REQUEST FOR TAYLORVILLE HIGH SCHOOL STUDENT INTERN**  
Vince Harris was recently contacted by a Taylorville High School student expressing interest in a student intern position working two hours a day at the animal control. Vince advised that the rate of pay would be \$11.00 and is supported in his budget. A motion was made by Ray Koonce and seconded by Bryan Sharp to approve participation in the Student Intern program and forward to the Finance Committee for recommendation. A roll call vote polled all ayes. The motion carried.

#### EMA DIRECTOR CONTRACT

County Board Chairman Wells advised that Greg Nimmo, Director for the Christian-Montgomery Emergency Management (EMA) Services resigned effective Friday, March 12, 2021. County Board Chairman Wells asked the Committee if they wanted to continue participation in the Intergovernmental Agreement with Montgomery County to share that position which expires November 30, 2021 or provide 90 day notice to terminate the Agreement. A motion was made by Craig Corzine and seconded by Ray Koonce to approve and recommend to the full Board to direct County Board Chairman Wells to provide 90 day notice to dissolve the Intergovernmental Agreement between Christian and Montgomery Counties for the Consolidated Emergency Management Agency (EMA) services. A roll call vote polled all ayes. The motion carried.

#### JOB DESCRIPTION FOR MAINTENANCE SUPERVISOR

The Maintenance Supervisor has been vacant for some time and needs to be filled. The County Board Chairman would like permission to advertise/post and fill position with the hope to have a recommendation to the full Board at the April meeting. The salary for this position is in the current budget. A motion was made by Ray Koonce and seconded by Gene Price to approve the County Board Chairman to fill position of Maintenance Supervisor and to forward to Finance Committee for a salary range recommendation. A roll call vote polled all ayes. The motion carried.

#### PROCEDURES OF APPOINTMENT OF COUNTY CLERK POSITION

County Board Chairman Wells has been in contact with Ben Curtin with possible candidates for the County Clerk position as a result of the resignation of County Clerk, Mike Gianasi. Since COVID and the need for video/teleconferencing, Mike assumed duties related to setup and running of the video/teleconferencing equipment but this is not something required by law. The County Clerk's responsibilities are only to take the minutes of the County Board's monthly meetings. County Board Chairman Wells advised that his new Administrative Assistant will learn how to operate video/teleconferencing equipment but in her absence, he would like to have a backup and will check with the other offices, Circuit Clerk and County Treasurer, to see if one of the chief deputies would be interested in being the backup for video/teleconferencing.

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HIRE CONSULTANTS

Jan Bland’s retirement date is Friday, March 19, 2021. Due to meetings this week and County Board Meeting next week reducing transition training time, County Board Chairman Wells would like approval to pay Jan as a consultant for 1 week after her retirement working 20 hours at an hourly rate of \$37.50 or \$750. Motion was made by Bryan Sharp and seconded by Gene Price to approve paying Jan Bland as a consultant for 1 week/20 hours at an hourly rate of \$37.50 or \$750 and to forward to the Finance Committee for recommendation. A roll call vote polled all ayes. The motion carried.

County Board Chairman Wells feels that a consultant may also be needed with the resignation of Greg Nimmo on a temporary basis to make sure all incoming bills are paid and order is maintained. A motion was made by Ray Koonce and seconded by Gene Price to allow County Board Chairman Wells to pay a consultant as needed at his discretion and to forward to the Finance Committee for recommendation. A roll call vote polled all ayes. The motion carried.

OTHER MATTERS

Vince also noted that the University of Illinois has spayed/neutered feral cats for animal control at no cost versus an \$88 fee. The University of Illinois has asked that a contract be signed. That contract is being reviewed by the States Attorney’s Office.

Ray Koonce advised the Committee that the Mental Health Board members met tonight and are off to a good start.

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A motion was made by Gene Price and seconded by Ray Koonce to adjourn and with a roll call vote of all ayes the motion carried. Meeting adjourned.

Respectfully submitted,  
Craig Corzine  
Executive/Personnel Chairman  
3/8/2021

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**EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**

**October 18, 2021**

Present: David Puccetti

Absent: Craig Corzine, Ray Koonce, Gene Price, Bryan Sharp

None

Others present: Matt Wells, Mike Wilmore, Mary Rhodes and Elizabeth Hile in attendance.

At 6:40 p.m. there was not a quorum.



## **EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**

**November 8, 2021**

Present: Craig Corzine, Chairman, Ray Koonce, David Puccetti  
Absent: Gene Price and Bryan Sharp  
Others present: Matt Wells, Jeff Stoner and Elizabeth Hile in attendance.

The Executive, Personnel, and Liquor Committee met on Monday, November 8, 2021 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. Roll call was taken and there was a quorum.

### **PUBLIC COMMENTS**

There were no public comments

### **EMA UPDATE**

Jeff Stoner, Director advised the last month has been quiet overall. He provided an update on tracking of storms and that the applicable chief(s) will determine when to call staff out. He highlighted an upcoming tanker exercise that will be held at the fairgrounds and an active shooter type training that is anticipated for next spring to be conducted at the high school. New safety vests have been ordered and clothing logo has been updated. The new EMA vehicle is ready to go on order in December.

### **RESIDENCY EXEMPTION REQUEST**

The committee reviewed a request from Cecil Polley, Jail Administrator, to allow a residency exemption for Mr. Bert Barlow, hired as part time correctional officer. Reasons noted were lack of qualified applicants and Mr. Barlow's experience as a part time police officer with correctional experience.

Motion by Craig Corzine and seconded by Ray Koonce to recommend to the full Board to approve a residency exemption for Mr. Bert Barlow, part time correctional office at the jail with applicable documentation and approved minutes being placed on file in the County Board office. Roll call vote polled all ayes. Motion carried.

### **NON-BARGAINING STARTING SALARY POLICY**

Chairman Wells highlighted the non-bargaining salary policy specifically related to recent discussion at a Finance Committee meeting. Chairman Wells noted that the Board establishes departmental budgets and the elected official/department head have control of those budgets during the applicable fiscal year. Chairman Wells recommended the language of starting salaries in conjunction with budgets be amended.

Motion by Craig Corzine and seconded by David Puccetti to table to allow Chairman Wells to bring back language with review by the States Attorney. A roll call vote polled all ayes. Motion carried.

#### HIRING SOLID WASTE MANAGEMENT DIRECTOR

Joe Stepping will be retiring first of February. Chairman Wells would like to be able to advertise and interview due to time restraints. This position according to the Non-Bargaining Starting Wage Policy is an appointed position.

Motion by Ray Koonce and seconded by Dave Puccetti to recommend to the full Board to allow Chairman Wells to advertise and interview for a new director for the Solid Waste Management with Chairman Wells making his appointment recommendation at the December meeting. A roll call vote polled all ayes. Motion carried.

Motion by Craig Corzine and seconded by Dave Puccetti to refer to the matter of salary for the position of Solid Waste Management Director to the Finance Committee. A roll call vote polled all ayes. Motion carried.

#### MASKS IN MEETING ROOM

Chairman Wells advised that he had received information related to wearing masks at county board meetings. He advised that the Board follows Roberts Rules of Order and the established County Board rules neither of which mention mask mandates. The Sheriff has established that masks will be worn in the court house and that each office holder shall determine the policy of wearing masks in their individual offices.

#### OTHER MATTERS

Ray Koonce advised that Jacque Willison discussed with States Attorney Havera the need not to conduct roll call votes on nonfinancial motions now that emergency orders have ceased.

Motion by Dave Puccetti and seconded by Ray Koonce to adjourn. Roll call vote polled all ayes. Motion carried

Respectfully submitted,

Craig Corzine, Chairman  
Executive/Personnel Committee  
11/08/2021

## **EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**

**December 13, 2021**

Present: Craig Corzine, Chairman, Ray Koonce, David Puccetti, Gene Price,  
Bryan Sharp  
Absent: None  
Others present: Matt Wells, Mike Havera, Julie Mayer and Jeff Voorhees in attendance.

The Executive, Personnel, and Liquor Committee met on Monday, December 13, 2021 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. Roll call was taken and there was a quorum.

### **PUBLIC COMMENTS**

There were no public comments.

### **EMA UPDATE**

No update provided.

### **SPECIAL USE LIQUOR LICENSE**

Chairman Wells presented a copy of proposed changes to the current liquor license as a result of some recent complaints where liquor was brought into a venue and bartenders were hired. The venue where the complaints stemmed does not have a liquor license.

Motion by David Puccetti and seconded by Craig Corzine to table proposed changes to the Special Use Liquor License section of the County's Liquor Ordinance in order to allow States Attorney Havera time to research the matter further. Motion carried.

### **NON-BARGAINING STARTING SALARY POLICY**

Chairman Wells presented proposed changes to the Non-Bargaining Salary Policy specifically related to changes already approved by the Board there were not previously made as well as proposed new changes for specific salary percentages.

Motion by Ray Koonce and seconded by Craig Corzine to recommend to the full Board to approve the changes to the non-bargaining salary policy as presented with the exception of the last sentence. A roll call vote polled all ayes. Motion carried.

### **OTHER MATTERS**

None

Motion by Dave Puccetti and seconded by Gene Price to adjourn. Motion carried

Respectfully submitted,

Craig Corzine, Chairman  
Executive/Personnel Committee  
12/13/2021