

AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE

August 10, 2022

Present: Venise McWard, Chairman, Linda Curtin, Vicki McMahon,
Tim Carlson, Ken Franklin
Absent: None
Others present: Matt Wells, Jim Baker, Cecil Polley, Jeff Stoner, Chad Coady, Betty
Asmussen, Julie Mayer, Bruce Kettelkamp, Amy Toberman, Cliff Frye,
Tavia Leach, Lucas Domonowsky and Elizabeth Hile.

The Audit/Finance/Purchasing/Budget Committee met on Wednesday, August 10, 2022 at 6:00 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 Tim Carlson and seconded by Linda Curtin to recommend to the full Board to approve the claims presented for August. A roll call vote polled all ayes. Motion carried.

PUBLIC COMMENTS

There were no public comments.

BUDGET UPDATES – SHERIFF’S DEPARTMENT

Chief Deputy Jim Baker presented information regarding several budget line items that will or are projected to exceed the budgeted amount by the end of this fiscal year. Reasons cited were increased expenses for fuel, utilities, training and staffing issues creating overtime. The Committee appreciated the updated information.

ADDITIONAL APPRECIATION PAY REQUEST

Jail Administrator Cecil Polley asked the Committee to reconsider whom ARPA appreciation pay is provided to. He felt that employees who worked all through COVID who later left employment with the County shortly before the approval of the appreciation pay should be eligible as well as the inclusion of all department heads.

Members appreciated the comments but noted that a lot of consideration was given to the motion and did not believe it should be revisited.

SALE OF DELINQUENT PROPERTY

Motion by Linda Curtin and seconded by Vicki McMahon to recommend to the full Board to approve resolution R2022 TR 010 for the sale of delinquent property to the Village of Kincaid. A roll call vote polled all ayes. Motion Carried.

BUDGET HEARINGS

Supervisor of Assessor

Chad Coady presented his FY2023 budget with very minimal increases. The GIS budget was an overall decrease due to an employee retirement. No change to the Board of Review budget.

ESDA

Jeff Stoner presented his FY2023 budget. The vehicle expense line item decreased as a new vehicle was purchased last year. Increases were recommended in communications and telephone line item for new communication equipment. Many of the line items were left unchanged.

911

Amy Toberman presented the 911 budget. She recommended increases in pay for part time staff noting staffing shortage and problems securing employees. Related increases were seen in salaries and overtime.

Circuit Clerk

Julie Mayer reviewed her budget. Her department budget reflects a decrease mainly due to not filling a vacancy in her office which she felt with ecitation wouldn't be needed. She didn't propose any expenses from the support maintenance fund as she will try to build it back up. The new ecitation fund will see expenditures with the next budget cycle she predicted.

Julie was asked how the bail reform/no bond that goes into effect on January 1, 2023 will impact revenue. Julie advised that it is uncertain what the impact will be at this time.

Highway

Cliff Frye presented the various Highway Department budgets noting that MFT has held steady. Increases outside of adjusted levies, etc. were mainly salaries.

Treasurer Asmussen asked if Cliff has seen anything on the Build, Back, Better bill that was signed by the President. It's her understanding that engineers are responsible for this grant. Cliff has not seen any information. Betty will provide Cliff with information she has received from the Treasurer's Association.

Treasurer

Betty reviewed her budget which is an overall decrease due to a more senior employee moving to another County department.

Zoning

Treasurer Asmussen advised to avoid confusion in the future the zoning line items will no longer be noted with animal control. The zoning department within the general fund is now 02. She provided information on the last budget when the County had a standalone zoning officer. For FY23 budget proposal, nothing has been filled in for this budget due to the department head vacancy. The Board will need to decide on budget numbers.

REFERRALS

Personnel/Executive Committee referred establishing salary range for the positions of Zoning Administrator and Solid Waste Department Head. It was noted that the Zoning Administrator is also the noxious weed and flood plain officer as well.

Betty, as requested by Venise, had reached out to the Treasurer's Association group to see if she could get a quick response for salary ranges and years of service for a zoning administrator position. From the information she received from counties our size, the range was lower to mid \$50,000.

Motion by Ken Franklin and seconded by Vicki McMahon to recommend to the full Board to approve a salary range of \$45,000.00 to \$55,000.00 for the position of Zoning Administrator who will also serve as the County's noxious weed and flood plain officer.

Solid Waste department head salary was discussed noting this position will need to obtain credentials to do inspections. Betty noted some counties do not have Solid Waste directors but they usually don't have landfills either.

Motion by Vicki McMahon and seconded by Ken Franklin to recommend to the full Board to approve a salary range of \$40,000.00 to \$50,000.00 for the position of Solid Waste Department Head.

OTHER MATTERS

There were no other matters raised.

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
08/10/2022