

AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE
September 14, 2022

Present: Venise McWard, Chairman, Linda Curtin, Vicki McMahon,
Tim Carlson, Ken Franklin
Absent: None
Others present: Betty Asmussen, Craig Paulek, Mike Specha, Julie Mayer, Jeff
Voorhees, Jodie Badman, Courtney Sharp, Lucas Domonowsky and
Elizabeth Hile.

The Audit/Finance/Purchasing/Budget Committee met on Wednesday, September 14, 2022 at 5:30 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 McMahon and seconded by Tim Carlson to recommend to the full Board to approve the claims presented for September. A roll call vote polled all ayes. Motion carried.

PUBLIC COMMENTS

There were no public comments.

Motion by Linda Curtin and seconded by Vicki McMahon to move referrals up on tonight's agenda. All members were in favor. Motion carried.

REFERRALS

Referrals from Personnel/Executive Committee

- Non-Bargaining Ordinance – Chief Deputies salaries

At the September 12, 2022 Personnel/Executive Committee, a motion will be going before the County Board to recommend changing the steps for salary increases from after 2 years of employment to 1 year; after 3 years of employment to after 2 years; adding a step for after 3 years of employment. Thereafter the Finance Committee would determine increases during annual review process. The matter of salary was referred to Finance.

Treasurer Asmussen advised that this policy impacts 3 chief deputies. One in her office, one in the Circuit Clerk's office and one in the County Clerk's office. Outside of a change from FLSA regarding the minimal salary an exempt employee can be paid, the policy has never been updated. Currently, an employee would wait for an increase after completing 2 years of employment. She commented that there is no employee in the county who waits for 2 years before getting an increase. Circuit Clerk Julie Mayer also spoke about the duties of these people and how these individuals may have to step in to fulfill the duties of the elected official. The elected officials for these offices have discussed what they feel should be a starting salary and presented for consideration a starting salary of \$45,500.00.

Motion by Ken Franklin and seconded by Vicki McMahon to table further discussion until the September 15, 2022 meeting. All members were in favor. Motion carried.

- ARPA Requests
Christian County Fair

Craig Paulek from the Christian County Fair Board highlighted the projects they would like to complete with the use of ARPA funds. The infrastructure projects at a cost of \$100,000.00 are for improvements to road(s) and concrete flooring for a building. The fairgrounds has and

continues to be used for a variety of Christian county events and is located in the county not the city.

Motion by Ken Franklin and seconded by Vicki McMahon to recommend to the full Board to approve Ordinance O2022 CB 035 for an amount not to exceed \$100,000.00 in ARPA funds for infrastructure improvements for the Christian County Fairgrounds.

Discussion – Linda Curtin noted the Fair’s importance to her family and the many events that have been hosted there throughout the years. She felt this was a good use of the money to benefit the residents of the county.

A roll call vote polled all ayes. Motion carried.

- Continuation of staffing to assist with records management – Board Office. Liz Hile highlighted that the original request for using ARPA funds for staffing was for a period not to exceed 90 days with a \$5000.00 limit for salary and related payroll expenses. Much progress has been made with more detailed work to be done. The 90 day time period has expired with use of only just less than \$3,000.00. She would like permission to extend the use of this staff through the end of the year at a cost of salary and related payroll expenses not to exceed \$5000.00.

Motion by Vicki McMahon and seconded by Linda Curtin to recommend to the full Board to approve Ordinance O2022 CB034 for extending staff to assist with records management in the Board Office for an amount for salary and payroll related expenses not to exceed \$5,000.00. A roll call vote polled all ayes. Motion carried.

Referrals from Highway/Building/Grounds

- Energy Solutions – LED lighting upgrades to various county buildings. Information was provided to the committee related to lighting improvement costs and estimated cost savings for the departments of health, highway, probation, solid waste and sheriff. The committee wanted a representative to come and provide more information.

Motion by Venise McWard and seconded by Linda Curtin to table further discussion until September 15th and ask a representative of Energy Solutions to be present to highlight the program and answer questions. All members were in favor. Motion carried.

- New Boiler Cost Estimates
The committee was provided with information from Bill Kennedy on a couple of different boiler cost estimates. The companies are offering that the county purchase the boilers direct and then hire the plumber to install. Even with this option, availability is approximately 6 months out. Bill has recommended that a new boiler be installed before the winter of ‘23/24.

Motion by Venise McWard and seconded by Ken Franklin to recommend to the full Board to purchase a new boiler from Hurst Boiler Company at a cost of \$48,675.00 with the expense coming from the capital improvement fund. A roll call vote polled all ayes. Motion carried.

- Roof Repairs – Solid Waste Management Office
Bill Kennedy advised the Highway/Building/Grounds committee of the need to repair the roof at the Solid Waste Management Office and provided a cost estimate from Bolash Roofing and Construction Company of \$14,569.00.

Motion by Linda Curtin and seconded by Tim Carlson to recommend to the full Board to approve the roofing repair cost estimate submitted by Bolash Roofing and Construction

Company at a cost of \$14,569.00 with the cost coming from the Local Solid Waste budget. A roll call vote polled all ayes. Motion carried.

ANNUAL CONTRIBUTIONS

Annual contributions that were approved in the FY2022 budget were referred back to this committee from the full Board. These contributions were to the Senior Citizens of Christian County for \$2,500.00; Christian County CEO program for \$1,000.00 and Christian County Economic Development for \$5,000.00.

Motion by Ken Franklin and seconded by Vicki McMahon to recommend to the full Board to approve the claims for annual contributions to the Senior Citizens of Christian County in the amount of \$2,500.00; Christian County CEO in the amount of \$1,000.00 and Christian County Economic Development in the amount of \$5,000.00. A roll call vote polled all ayes. Motion carried.

WORK COMP AUDIT APPEAL UPDATE

Liz Hile advised that the appeal to the previous worker's compensation audit has been completed and the County received an additional refund of \$3,194.00 for a total refund of \$4,192.00. She noted that while the county received a refund this year, because of some increased overtime expenses and whether or not the COVID appreciation pay will be considered wages subject to worker's compensation rates, it could be possible the County could pay additional premium after next year's worker's compensation audit.

Board member Mike Specha asked if he could address the committee before they continued budget hearings. Mike has been to all the committees this week to advise that he would like to see a process established regarding how the remaining ARPA funds will be allocated going forward. He indicated that to this point it seems ARPA funds have been approved on a first come first serve basis and is concerned that too many things may be approved with an important project being submitting later in the process whereby funding falls short of the project. He asked that this be placed on the Board agenda and wanted everyone to be aware of the issue.

BUDGET HEARINGS

ROE presented their budget reporting a budget decrease over last year of \$4,000.00.

The committee reviewed the budgets presented on the 2nd day of budget hearings and directed the County Treasurer to make some budget changes.

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
09/14/2022