

AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE

October 11, 2023

Present: Venise McWard, Chairman, Tim Carlson, Linda Curtin, Vicki McMahon, Ken Franklin
Absent: None
Others via Phone: Bryan Sharp
Other Present: Mary Barry, Betty Asmussen, Cliff Frye, Blake Tarr, Chad Coady, Jim Baker, Kim Curl, CTI representatives, Lucas Domonousky, and Elizabeth Hile.

The Audit/Finance/Purchasing/Budget Committee met on Wednesday, October 11, 2023 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 second by Linda Curtin to recommend to the full Board to approve the claims presented for October. A roll call vote polled all ayes. Motion carried.

PUBLIC COMMENTS

County Engineer Cliff Frye highlighted duties of his Office Manager and projects she has initiated that have improved the office. He spoke in support of his proposed wage increase for FY 2024 for the committee's consideration.

CTI PRESENTATION

Lindsey Davis from CTI highlighted the recent acquisition of CTI by Joink and benefits that merge provides. She noted over the last 3 years CTI has provided the County on average 96 hours monthly of support as well as daily monitoring of internal network system as well as upgrade of the county's IT infrastructure.

The approximate costs for the current annual service contract combined with current additional software costs are approximately \$83,300.00 annually.

CTI is moving to a new managed services contract which is structured with a per user and per server cost. The County's current user count is at 120 and after the completion of the final server migrations, there will be 10 servers. The total user count will vary from month to month as staff come and go. The total annual cost based on a rate of \$79 per month per user and \$199 per month per server is the approximate annual cost of \$137,640.00. Email billing is separate from the managed services contract.

Various questions were asked about training, etc. as well as issues currently being experienced at the Sheriff's office/911 mainly in conjunction with the Motorola system. CTI noted they are not always in the loop with what is happening with Motorola and that it is a very complex system.

Motion by Ken Franklin and second by Vicki McMahon to table the CTI contract. All members were in favor. Motion carried.

STAFFING GRANT

Chief Deputy Jim Baker reviewed his original staffing request for an additional deputy for FY 2024 to ensure there were no misconceptions as he was unable to attend last month's budget meeting when the staffing portion of the budget was reviewed.

Last FY funding was put into the budget to provide for one additional deputy provided a grant was received. That grant process has been extended so if that grant were to be received in the upcoming FY there wouldn't be any budget numbers to support it. Additionally Jim provided a worksheet which highlighted adding an additional

office how it would impact reduction of overtime. His goal in adding additional staff was to provide coverage for the county, coverage when agencies are short and to reduce back to back overtime shifts for current deputies.

BUDGET HEARINGS

Betty advised she has a list of items related to the budget to review and a noted a few department heads were present to discuss additional budget changes for their departments.

Blake Tarr spoke on the Zoning budget advising the largest change is the addition of a line item for professional services. Due to changes on renewable energy there is a foreseeable need to hire professionals in areas such as geologists, structural engineers, and/or attorneys to name of few to review projects and/or project documents. These costs would be offset with permitting fee changes.

Betty highlighted discussions with Bellwether related to these fees and expenses advising she has input \$80,000 as possible revenue on renewable energy. The committee had no issue with this revenue projection number.

Chad Coady, Supervisor of Assessment advised that he would like to increase his salary recommendation for his GIS Coordinator to be closer to the pay scale for a chief deputy. While he recognizes she is not a chief deputy, she does perform similar duties and could test to obtain the required certifications to be the Assessor should something occur where he was unable to fulfill the obligations of his position.

Betty reviewed items in various budgets as follows.

Sheriff – \$14,000.00 line item for a janitor. At one point there was a MOU with the Union allowing for a part time janitor. There is no current MOU nor has there been a part time janitor for well over a year. It was the consensus of the committee to leave the budgeted amount in the line item.

Office Zero was reviewed based on direction the Treasurer was given last month. Additionally it was noted worker's comp and property liability renewal rates are not in yet and the numbers will be updated once that information has been received. Open issue is CTI contract.

Capital Improvement - Treasurer Asmussen advised she met with Maintenance Supervisor Ron Brown regarding upcoming projects, renovations, etc. She reviewed the expenditures noted for the transfer from the General Obligation Fund to Capital Improvement as previously directed, and budgeted expenditures for renovations, repairs and miscellaneous with the removal of boiler and air conditioning line items as those projects will be completed and funding is appropriated through ARPA and Office Zero. The committee had no issues with the numbers presented by the Treasurer.

ARPA – Betty highlighted the investment interest of \$149,138.02 which will go back into the general fund. She also noted projects that had remaining expenditures available that are not needed as projects are completed as well as the need to rescind ordinances.

Treasurer Asmussen said the matter of the purchase/reimbursement of the current LSW building which was paid for by tipping fees is something that could need to be included in this FY budget. Question of who will be paying for the LSW building and at what cost was noted.

ROE budget was received today and presented to the committee. The committee would like more information on how the percentages are obtained as the consensus was Christian County's percentage seems high in comparison to other counties.

Probation – There are revenue and expense changes that the Treasurer has made in regard to the State taking over the electronic monitoring.

Levy – Bellwether is working on the levy and will have that soon.

Public Defender – As a follow up to last month’s discussion on the new funding the PD’s office will receive in the amount of \$92,000, a special fund has been established. The committee will not see claims for this fund as the Chief Judge approves those.

Outstanding items are non-bargaining salaries and the budget item depending on the amount to determine to purchase/reimburse the current LSW building for use by the Sheriff’s office.

A written note from the Chairman of the 708 Mental Health Board was discussed. The Treasurer advised those items would be approved by the 708 Board.

Motion by Vicki McMahon and second by Linda Curtin to go into Closed Session pursuant to 5 ILCS 120/2 (c) (1) to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity and all subject matters relating thereto and to include the following persons to be present during all or part of such executive session namely, Venise McWard, Tim Carlson, Ken Franklin, Vicki McMahon, Linda Curtin, Betty Asmussen, Mary Barry, Liz Hile and via phone Bryan Sharp and such other person or persons as the Chairperson or Committee may decide during this meeting and/or during such closed session. Roll call voted polled all ayes. Motion carried.

The Finance Committee moved into Closed Session at 7:20 p.m.

The Finance Committee moved back to Open Session at 9:25 p.m. Roll call polled Venise McWard, Tim Carlson, Ken Franklin, Vicki McMahon and Linda Curtin were all present.

The next Finance Committee meeting will be scheduled for Thursday, October 19, 2023 at 5:30 p.m.

REFERRALS FROM OTHER COMMITTEES

None

OTHER MATTERS

Chairman Sharp provided a brief update on a conference call he participated in reference the Ameren Site location near Manner’s Park. Everything has at this point has been referred to the EPA. He also highlighted a document regarding consulting services to alter the current Enterprise Zone noting that he felt more discussions need to occur before further decisions are made. While he is the co-administrator of the Enterprise Zone and he probably doesn’t have to bring anything back to the Board for a vote, he will be bringing this matter back to the Board for a vote when appropriate.

Motion by Tim Carlson and second by Vicki McMahon to adjourn. All members were in favor. Motion carried.

Respectfully submitted,

Venise McWard
Finance/Audit/Purchasing/Budget Committee
Chairwoman
10/11/2023