

AUDIT/FINANCE/PURCHASING/BUDGET COMMITTEE
October 12, 2022

Present: Venise McWard, Chairman, Linda Curtin, Vicki McMahon,
Tim Carlson, Ken Franklin

Absent: None

Others present: Matt Wells, Betty Asmussen, Julie Mayer, Jacque Willison, Courtney Sharp, Debbie Phillips, Tricia Harkins, Erin Harkins, Curtis Ryen, Jim Baker, Shawn Hammers, Blake Tarr, Leslie DeVore, Lucas Domonowsky and Elizabeth Hile.

The Audit/Finance/Purchasing/Budget Committee met on Wednesday, October 12, 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 October. A roll call vote polled all ayes. Motion carried.

PUBLIC COMMENTS

Debbie Phillips with the Christian County Health Department spoke about the proposed budget for the Health Department. She highlighted salaries for staff need to be competitive and also the need for staff overall. She noted that the only money received from the County for this department was that levied for TB. The remaining funding comes from grants.

ENERGY SOLUTIONS PROPOSAL – SHERIFF’S DEPARTMENT

Curtis Ryen from Energy Solutions was present to answer any questions related to the proposal for the Sheriff’s Department to include any questions regarding the proposed project incentive amount.

Motion by Vicki McMahon and seconded by Linda Curtin to recommend to the full Board to approval the lighting project improvement for the Sheriff’s Department at a cost of \$18,240.00 with the cost coming from capitol improvement. A roll call vote polled all ayes. Motion carried.

REVISIT PRESENTED BUDGETS

Solid Waste Management

Shawn Hammers indicated for the salary of educator, he would recommend \$40,000.00. He would also recommend increasing the recycling for schools.

Zoning

Blake Tarr highlighted the current mileage reimbursement for ZBA members and reimbursement for his zoning inspections mileage. He recommended increasing the line item total to \$1,250.00 - \$1,500.00.

Treasurer Asmussen recommended adding training line item for \$1,000.00 for membership fees should Blake feel this would be beneficial.

BUDGET HEARINGS

Chief Deputy Jim Baker asked the committee to reconsider the amount in the equipment operating expense for the Sheriff's Department. He highlighted annual costs that are paid at this time of the year showing the line item will end up at the budgeted \$30,000.00.

Leslie DeVore with the Christian County Health Department presented cost estimates to oil and chip the Health Department parking lot as referred by the Highway, Building, and Grounds Committee. The Health Board would have liked to have improved the parking lot to concrete but that option is not cost effective at this time. The estimate received to oil and chip the lot was \$5,454.50.

She also discussed an easement area along the side of Advanced Eyecare that has broken up which is felt to be a result of high COVID traffic. Advanced Eyecare has offered to partner with the County related to the cost to repair this section. The lowest estimated for repairing this section was \$8,400.00. Contact will be made with Advanced Eyecare on cost sharing. The matter will be taken back to Highway, Building and Grounds Committee next month. Leslie reminded the committee that the Health Department building is a county building. Grants received by the Health Department does not provide for infrastructure improvements.

Motion by Vicki McMahan and seconded by Tim Carlson to recommend to the full Board to approve an ordinance providing for use of ARPA funds not to exceed \$6,500.00 to oil and chip the parking lot at the Christian County Health Department. A roll call vote polled all ayes. Motion carried.

Leslie also discussed approved amendments to the Health Department budget for committee consideration. The Health Board since 1st presenting their budget has restructured positions. There was some discussion raised regarding proposed salaries. Leslie felt what was proposed was necessary as it may be difficult to hire positions. She advised that outside the funds levied for TB, all other funding was received from grants. COVID grants sunset the end of December 2022.

Treasurer Asmussen asked the committee to revisit the budget for Animal Control as there were 2 different staffing proposals presented. She also noted that the Coroner would like to increase communications line item to \$2,200.00.

Motion by Vicki McMahan and seconded by Tim Carlson to direct the County Treasurer to increase the communications line item for the coroner's budget to \$2,200.00. A roll call vote polled all ayes. Motion carried.

Motion by Vicki McMahan and seconded by Linda Curtin to direct the County Treasurer to return the equipment operating expense line item for the Sheriff's office back to presented \$30,000.00. A roll call vote polled all ayes. Motion carried.

Motion by Vicki McMahan and seconded 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 McMahan, Linda Curtin, Matt Wells, Jacque Willison, Betty Asmussen, Julie Mayer and Liz Hile and such other person or persons as the Chairperson or Committee may decide during this meeting and/or during such closed session.

The Committee went into Closed Session at 6:30 p.m.
The Committee returned to Open Session at 8:11 p.m.

Roll Call – Venise McWard, Tim Carlson, Ken Franklin, Vicki McMahon and Linda Curtin were all present.

NON BARGAINING ORDINANCE

Motion by Vicki McMahon and seconded by Linda Curtin to recommend to the full Board to amend the salary section of the Non-Bargaining Starting Salary Policy for the positions of chief deputy in the Treasurer, Circuit Clerk and County Clerk's office to the following: Starting salary effective December 1, 2022 at \$42,500.00; after one (1) year of employment, it shall increase to \$44,000.00; after two (2) years of employment, it shall increase to \$46,500.00; after three (3) years of employment, it shall increase to \$48,000.00. A roll call vote polled all ayes. Motion carried.

BUDGETS

Motion by Linda Curtin and seconded by Vicki McMahon to direct the County Treasurer to reduce the salaries for part time employees at Animal Control to \$44,000.00. A roll call vote polled all ayes. Motion carried.

Motion by Vicki McMahon and seconded by Ken Franklin to approve the salary of 1st Assistant States Attorney - \$71,000.00; 2nd Assistant States Attorney - \$60,000.00; Victim Witness Coordinator - \$41,850 (\$22,000 is received by grant). A roll call vote polled all ayes. Motion carried.

Motion by Linda Curtin and seconded by Vicki McMahon to approve the salary of Assistant Public Defender - \$62,000.00. A roll call vote polled all ayes. Motion carried.

Motion by Vicki McMahon and seconded by Linda Curtin to approve the salary of Chief Deputy at the Sheriff's Department - \$75,500; Jail Administrator at the Sheriff's Department - \$61,417.00. A roll call vote polled all ayes. Motion carried.

Motion by Linda Curtin and seconded by Vicki McMahon to approve the salary of the Administrative Assistant to the Board/HR - \$54,000.00. A roll call vote polled all ayes. Motion carried.

Motion by Venise McWard and seconded by Vicki McMahon to approve the salary of ESDA Director - \$23,175.00. A roll call vote polled all ayes. Motion carried.

Motion by Venise McWard and seconded by Vicki McMahon to approve the salary of Animal Control Director - \$40,500.00. A roll call vote polled 4 ayes and 1 nay. Motion carried.

Motion by Venise McWard and seconded by Vicki McMahon to approve the salary of Zoning Administrator - \$52,000.00. A roll call vote polled all ayes. Motion carried.

Motion by Venise McWard and seconded by Linda Curtin to approve the salary of Maintenance Supervisor - \$65,000.00. A roll call vote polled all ayes. Motion carried.

Motion by Vicki McMahon and seconded by Linda Curtin to approve the salary of Christian County Health Department Administrator - \$87,750.00. A roll call vote polled all ayes. Motion carried.

Motion by Venise McWard and seconded by Ken Franklin to approve the salary of Solid Waste Department Head - \$48,500.00; Educator - \$40,000.00. A roll call vote polled all ayes. Motion carried.

Motion by Venise McWard and seconded by Linda Curtin to direct the County Treasurer to change the hourly rate increase of the Office Manager at the Highway Department to 3%. A roll call vote polled all ayes. Motion carried.

Highway Engineer's salary notice has not been received by the State. This salary to be announced.

Motion by Venise McWard and seconded by Vicki McMahon to approve the salary of Chief Probation Officer - \$95,093.00; Probation Supervisor/Trainer - \$57,273.00; Probation Supervisor/Trainer - \$55,087.00. A roll call vote polled all ayes. Motion carried.

Treasurer Asmussen will update the budgets and put the budget on file with the County Clerk by November 1st as required.

REFERRALS

The only referral was the cost of the parking lot repairs for the Health Department which was addressed earlier this evening.

OTHER MATTERS

Chief Deputy Baker advised that the x-ray machine for security was implemented in 1998 and parts are no longer available. If the machine goes down security will have to do hand checks of bags. This may be an upcoming ARPA request.

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
10/12/2022