

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

January 13, 2014

Present: Laura Wilkinson, Chairwoman Joe Marley
 Tim Carlson Carol Foli
 Lloyd Washburn

Absent: none

Others present: Paul Schmitz, Fred Curtin, Cliff Frye, David Frenzia, Frank Prochaska, Mary Rhodes and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Monday, January 13, 2014 at 5:00 p.m. in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address an AFSCME 2nd step grievance.

A motion was made by Lloyd Washburn and seconded by Tim Carlson to go into executive session for purposes of 5ILCS 120/2 (c)(1)(2) and/or (11). A roll call vote being called for polled: Joe Marley-yes, Tim Carlson-yes, Lloyd Washburn-yes, Laura Wilkinson-yes, and Carol Foli-yes. Motion carried with all ayes.

A motion was made by Joe Marley and seconded by Carol Foli to come out of executive session for the above stated reason, calling all for a roll call resulted in all ayes: Joe Marley-yes, Tim Carlson-yes, Lloyd Washburn-yes, Laura Wilkinson-yes, and Carol Foli-yes. The motion carried. Action to report was that the union and employee agree to withdraw the Grievance and any similar or related grievance, with prejudice. The employee will return to work on January 21st from a leave of absence.

A motion was made to adjourn by Joe Marley and seconded by Tim Carlson. The motion carried.

Respectfully submitted,

Laura Wilkinson, Executive/Personnel Chairwoman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

February 10, 2014

Present: Laura Wilkinson, Chairwoman Joe Marley
 Tim Carlson Carol Foli
 Lloyd Washburn

Absent: none

Others present: Paul Schmitz, Mike Gianasi, Mike Havera, Laura Cooper, Steve Ralph and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Monday, January 13, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address all agenda items, any personnel issues, policies, and any other matters properly brought before the Committee.

Chief Probation Officer Laura Cooper gave an explanation of the delay in the hire of a new probation officer as approved in the FY2014 budget. The current reimbursement of a probation officer salary is 100% for the “grant in aid” program which requires the approval of the Administrative Office of Illinois Courts. After application for the additional position, the only amount approved was the reinstatement of salary subsidy equaling \$1000/month. This would leave an annual increase of \$16,228 not reimbursed by the State. The issue will be discussed during the Finance Committee.

Approximately three years ago the research and development to provide a Christian County Public Transportation program began. During the initial approval by the County Board, there was to be no funding required by the County. In brief summary, after approval of the Senior Citizens of Christian County to oversee the program, and after many meetings, the rules and funding continue to have different requirements. Each time one avenue opens up it could have negative effects on another funding program. They continue to work to meet the funding obligations and to get the program started.

The list of seven establishments—Burton’s Tap, Blue Bell, Pana Country Club, Thunderbird, A Great Victory, Lucky Lady, South Fork Entertainment; one winery—Arpeggio (with a reduced rate until opening); and two fair grounds—Christian County and Tri-County were presented to the Committee to approve renewal. The County lost one establishment—Southside Shuffle due to a Taylorville annexation over the past year. A motion was made by Tim Carlson and seconded by Carol Foli to renew the licenses as presented. The motion carried.

Additionally, a motion was made by Joe Marley and seconded by Lloyd Washburn to amend the current liquor ordinance to include language that the required BASSETT training certifications (of all employees who would serve alcohol) be submitted with the annual application. The motion carried. The States Attorney will prepare the amendment.

As reported in May of last year, a police report was filed on the slaughter of sheep by wild dogs. The report was timely and investigated correctly reporting costs for burial-\$500, vet fees-\$302 and the fair market value on that day of the replacement of the sheep-\$1964. By statute, the County shall set an ordinance to address the issue and disperse any funds on the first Monday of March for claims made during the previous time frame. A

motion was made by Joe Marley and seconded by Carol Foli to direct the States Attorney to prepare an ordinance for the reimbursement to the owner of slain livestock by wild animals by providing the fair market value of the type of animal slain and damages incurred. The County Board will reserve the right to

evaluate on a case by case situation and may recoup any payout if an insurance claim is filed and paid. This motion was referred to the Finance Committee. A roll call called for polled the following: Joe Marley-yes, Tim Carlson-no, Lloyd Washburn-no, Laura Wilkinson-yes, Carol Foli-yes. The motion carried 3-2.

A Drug Free resolution which passed in July of 1994 (and has been distributed to employees since then) was presented with an amendment adding the words in item #2 under the influence. A motion was made by Carol Foli and seconded by Lloyd Washburn to amend the Drug Free Workplace resolution with the addition of under the influence in #2, to be effective February 19, 2014 and to be distributed to employees on an annual basis and included in the handbook of policies. The motion carried.

A newly drafted personnel handbook was sent out earlier in the week for the Committee and department heads to review. Department heads were also invited to the meeting. The draft was primarily wording and language which was approved in September of 2009 with some updating of previously approved policies or new policies and language. There was discussion on some policies and various wording which will be corrected. A motion was made by Tim Carlson and seconded by Carol Foli to submit the handbook with policies to our labor attorney for review before any distribution. The motion carried.

During research of the handbook, the department head benefit package was rewritten to read more easily and the draft included a change in the vacation language to add five days after 18 years of employment which had been left out of the first draft. A motion was made by Carol Foli and seconded by Joe Marley to approve the re-write of Non-elected Department Head Benefit Time Policy. The motion carried.

A motion was made by Tim Carlson and seconded by Carol Foli to adjourn. The motion carried.

Respectfully submitted,

Laura Wilkinson, Executive/Personnel Chairwoman

department heads may not work in the same department but they may work in other areas of the County if qualified for the position. A motion was made by Carol Foli and seconded by Joe Marley to recommend to the full Board to adopt the ordinance O2014 CB 003. The motion carried.

Chairman Schmitz reported that he spoke to Billy Williams of CTI as to the progress of the phone system installation. Due to the extreme cold this winter the March 31st date will need to be extended. Chairman Schmitz along with the States Attorney will extend the contract.

The Committee reviewed several legislative bills from the *Counties at the Capitol* published by the Illinois Association of County Board Members. No action taken.

Jan Bland asked if during the Employee Health and Welfare event this year if scheduling a blood drive would be acceptable. There were no opposing comments.

A motion was made by Joe Marley and seconded by Lloyd Washburn to adjourn. The motion carried.

Respectfully submitted,

Laura Wilkinson, Executive/Personnel Chairwoman

AUDIT/FINANCE/PURCHASING COMMITTEE
and
EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE
April 14, 2014

Present: Laura Wilkinson, Joe Marley
 Tim Carlson Carol Foli
 Lloyd Washburn Fred Curtin
 Dick Breckenridge Mike McClure
 Chad Michel

Absent: Jack Pearce

Others present: Paul Schmitz, Mike Gianasi, Mike Havera, Dick Adams Linda Curtin, Mandy Beedie, IMRF Field Representative , Laurie Mense, Cliff Frye, Greg Hager, Jeremy Travelsted, Steve Ralph, Sheridan Pulley, and Jan Bland.

The joint committees met on Monday, April 14, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address various agenda items and any other matters properly brought before the committee.

Fred Curtin acted as chairman for this joint meeting opening with a motion to go into executive session for the purpose to discuss a pending IMRF ruling on retirement matter(s) pursuant to the Open Meetings Act under 5 ILCS 120/2 (c) 1,4 and/or 11. The motion was made by Mike McClure and seconded by Chad Michel. A roll call vote polled all ayes: Fred Curtin-yes, Chad Michel-yes, Dick Breckenridge-yes, Mike McClure-yes, Laura Wilkinson-yes, Tim Carlson-yes, Joe Marley-yes, Lloyd Washburn-yes and Carol Foli-yes. The motion carried.

A motion was made by Chad Michel and seconded by Dick Breckenridge to come out of executive session pursuant to 5 ILCS 120/2 (c) 1, 4 and/or 11. A roll call vote polled all ayes: Fred Curtin-yes, Chad Michel-yes, Dick Breckenridge-yes, Mike McClure-yes, Laura Wilkinson-yes, Tim Carlson-yes, Joe Marley-yes, Lloyd Washburn-yes and Carol Foli-yes. The motion carried.

In open session, a motion was made by Chad Michel and seconded by Mike McClure for the States Attorney to write a letter from Board Chairman Schmitz and IMRF Authorized Agent Linda Curtin stating that the Christian County Board concurs with the IMRF's interpretation that any member of Christian County under the Elected County Official (ECO's) pension is based on the law of a supplemental pension with less than four years of a new position of service. The motion carried with all ayes.

After making suggested alterations to a proposed agreement, a motion was made by Dick Breckenridge and seconded by Chad Michel to approve an independent contractor agreement between Colleen Hadley and the Christian County Treasurer to provide assistance and training in the preparation and completion of the real estate tax cycle and any other aspects necessary to train office personnel through November 30, 2014. The motion carried.

Jeremy Travelstead, the County's insurance broker, presented percentages on the claim history over the past year which had increased from the prior reporting period and was higher than the local benchmark of services. He also reviewed new updates for out-of-pocket guidelines and expense limitations. Upon renewal, deductibles and co-pays will be included in the out-of-pocket expense limitation. Also noted was the savings to the County in premiums through the health reimbursement arrangement (HRA). There was discussion as to considering higher deductibles and out-of-pocket expenses to counter possible premium increases. Rates should be available by mid-May. He has sent out quotes for all carriers that serve this area and at various deductibles and OOP. Most importantly Jeremy wants to encourage the employees to take advantage of no cost physicals as preventive medicine.

Due to the change in the corporate structure of Joseph E. Meyer and Associates, Inc., who acts on behalf of the County Board as Tax Agent of delinquent property, the change of name requires by resolution to amend the delinquent tax program agreement. A motion was made by Joe Marley and seconded by Chad Michel to approve the resolution to amend the Delinquent Tax Program Agreement.

A resolution urging the General Assembly to review the 911 Statutory Provisions for funding options for 911 systems was presented and upon passage will be directed to the appropriate legislators. A motion was made by Mike McClure and seconded by Carol Foli to adopt the resolution. The motion carried.

Financial Advisor Brad Arent with First National Bank of Taylorville would like the opportunity to offer a 457 financial plan to the employees. Currently, Valic and Nationwide programs are available, but in person service is rare. A motion was made by Chad Michel and seconded by Carol Foli to approve services with the First National Bank of Taylorville financial advisor representative for payroll deductions. The motion carried. The other two companies will still be available.

Last year the U of I Extension offered a Job Shadowing program with the County. A group of about eight students from county junior high through high schools visited the Courthouse and various offices learning about county government. They had supper together and then attended an Executive/Personnel Committee meeting. This year Chris Casey would like to propose the same experience to students. In addition, they would participate in an on-site project—the planting of flowers and mulching around the Abe statue as well as the rest of the learning experience. A motion was made by Joe Marley and seconded by Dick Breckenridge to approve the event with the students the first week of June (4th). The motion carried. Mike McClure has offered to donate the time capsule for the celebration.

As all members have received the claims report, a motion was made by Chad Michel and seconded by Dick Breckenridge to approve the claims. The motion carried.

To begin discussions of setting the salaries for the elected officials who will be elected in November and take office in December—County Clerk, Treasurer, Supervisor of Assessments and the Sheriff—those in attendance were asked if they had any proposals. Mike Gianasi suggested that the salaries will be equal and no further comments were proposed at that time. A motion was made by Chad Michel and seconded by Mike McClure to go into executive session to discuss a vacancy at the Highway Department

and salaries of elected officials pursuant to the Open Meetings Act under 5 ILCS 120/2 (c) 1. The motion was made by Mike McClure and seconded by Chad Michel. A roll call vote polled all ayes: Fred Curtin-yes, Chad Michel-yes, Dick Breckenridge-yes, Mike McClure-yes, Laura Wilkinson-yes, Tim Carlson-yes, Joe Marley-yes, Lloyd Washburn-yes and Carol Foli-yes. The motion carried.

A motion was made by Carol Foli and seconded by Chad Michel to come out of executive session pursuant to 5 ILCS 120/2 (c) 1. A roll call vote polled all ayes: Fred Curtin-yes, Chad Michel-yes, Dick Breckenridge-yes, Mike McClure-yes, Laura Wilkinson-yes, Tim Carlson-yes, Joe Marley-yes, Lloyd Washburn-yes and Carol Foli-yes. The motion carried.

In open session, Chad Michel made a motion and Mike McClure seconded the motion to approve the hiring of a civil engineer to replace the tech's position at the Highway. The salary will be negotiated by Chairman Schmitz and Cliff Frye. The motion carried.

Chairman Schmitz reported from a meeting with county board chairmen and the ROE's from the reorganization of counties for one regional director. The counties are Christian, Bond, Fayette, Montgomery and Effingham. The consolidation will take place in July 2015. Consideration will need to be taken during this year's budget process for any funding changes beginning in July of 2015.

A motion was made by Mike McClure and seconded by Carol Foli to adjourn. The motion carried.

Respectfully submitted,

Fred Curtin, Finance Chairman

Laura Wilkinson, Executive Chairman

AUDIT/FINANCE/PURCHASING COMMITTEE
and
EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE
May 12, 2014

Present: Laura Wilkinson, Joe Marley Mike McClure
 Tim Carlson Lloyd Washburn Fred Curtin
 Chad Michel

Absent: Jack Pearce, Dick Breckenridge, Carol Foli,

Others present: Paul Schmitz, Mike Gianasi, Mike Havera, Laurie Mense, Greg Hager, Jeremy Travelsted, Julie Mayer, Bruce Engeling and Jan Bland.

The joint committees met on Monday, May 12, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address various agenda items and any other matters properly brought before the committee. Attendance was taken showing a quorum.

Chairman Schmitz was contacted by the Coalition Against Dangers of Bigger Trucks asking for letters of support. He distributed a handout showing the length of the single, double and triple loaded semis. After some discussion of road capacities and commerce issues, a motion was made by Chad Michel and seconded by Mike McClure to take no action. The motion carried.

Jeremy Travelsted of American Central Insurance presented the quotes and options of plans for the upcoming year for health insurance. The goal of the County is to continue to offer quality coverage but from an affordable plan for the employer and employee. The joint committee agreed to the Option 2 which is a similar plan of co-pays, a 90/10 plan and continues to offer a health reimbursement arrangement (HRA). Jeremy will meet with employee representatives this week to explain the plan and the Finance Committee will make the recommendation to the Board during their next meeting.

Several proposals and individual opinions were discussed concerning the elected officials salaries for the upcoming term. The Board is required to set the salary and compensation package 180 days prior to the official taking office. It was discussed to create starting salaries for new office holders. The committees recognize the upcoming increases in obligations and dwindling revenues (sales taxes and revenues due to annexation) but still want to be fair to the elected officials. They compared the salaries by position of other counties with either the similar population or general fund budget. The current salaries are good salaries—not the highest nor the lowest in the survey. The current annual salary for the County Clerk, Supervisor of Assessments and Circuit Clerk is \$62,797; the Treasurer is \$63,603 and the Sheriff is \$72,621. A motion was made by Chad Michel and seconded by Mike McClure to freeze and set the salaries as follows:

- County Clerk, Treasurer, Supervisor of Assessments for a four year term with an annual salary of \$62,797.
- The Sheriff for a 4 year term with an annual salary of \$72,621.
- Circuit Clerk for 2 years annual \$62,797. (The circuit clerk position is not on the ballot for this November, however, the last time the salary was set was four years ago in coordination with the other elected office holders.)
- All positions include life and health insurance packages as percentage paid like other non-bargaining employees. Elected office holders are eligible to participate in IMRF/SLEP.

A roll call vote polled the following: Fred Curtin-yes, Chad Michel-yes, Mike McClure-yes, Laura Wilkinson-no, Tim Carlson-yes, Joe Marley-no, and Lloyd Washburn-yes. The motion carried 5-2.

Chief Deputy Bruce Engeling explained to the committees that the two regular cooks have decided to retire this week. With their retirement, no AFSCME employee would be displaced by proceeding with utilizing a food service at the jail. Effective next week Consolidated Management Services will begin providing food service to the inmates. A one year agreement was signed at a rate of \$2.12/person/meal based on 45-49 inmates. There is also a three-year agreement option at the same rate.

The committee also discussed additional language to be added to the Employment of Relatives Ordinance after discussions with AFSCME.

The Employee Wellness Day will be held June 3 with insurance representatives, a walk for health and the blood mobile. Employees, County Board members and the community are welcomed to give blood. Appointments are necessary for employees.

A motion was made by Chad Michel and seconded by Mike McClure to adjourn. The motion carried.

Respectfully submitted,

Fred Curtin, Finance Chairman

Laura Wilkinson, Executive Chairman

Chairman Schmitz reported on a recent meeting sponsored by Enbridge Pipeline.

- They have over 6,500 miles of pipe lines in the United States.
- They have 12 crude oil storage terminals in the U.S. with 180 tanks. The tanks range in size from 40' to 60' high with a diameter of 150' to 270' holding 57,000 to 575,000 barrels per tank. All of the tanks have a floating top. Most of the crude comes from oil sand in in Canada as well as from fracking in Canada, North Dakota and South Dakota.

A motion was made by Joe Marley and seconded by Tim Carlson to adjourn. The motion carried.

Respectfully submitted,

Laura Wilkinson,
Executive/Personnel Chairwoman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

July 7, 2014

Present: Laura Wilkinson, Chairwoman Joe Marley
Tim Carlson Lloyd Washburn

Absent: Carol Foli

Others present: Paul Schmitz, Fred Curtin, Laurie Mense, Ashley Linton, Frank Prochaska, Mary Rhodes, Bob DeClerck and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Monday, July 7, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address all agenda items, any personnel issues, policies, and any other matters properly brought before the Committee.

Last month the Committee began to discuss the request from Taylorville Mayor Greg Brotherton referencing the Enterprise Zone incentives and if the Ordinance could be amended to allow the City of Taylorville an option to offer different incentives to new businesses in the Enterprise Zone. The City contends that this provision was once in place and it is unknown why it was removed. County Clerk Chief Deputy Laurie Mense offered some history and particulars of the two versions of the Taylorville/Christian County Enterprise Zone as it has been executed thus far. The current Enterprise Zone waives the building permit fee, the sales tax abatement for materials purchased to use for the proposed renovations or new construction and an abatement of property taxes stemming from any value increase attributable to that renovation or construction. The current zone offers a sliding scale on the % of value abated for both commercial and industrial properties. The commercial abatements are for five years with 20% decline in abated value annually—100/80/60/40/20 while the industrial are for ten years with an annual decline of 10%--100/90/80/70... and so forth. Originally (from 1992 to 2011) all property tax abatements were for 10 years at 100% of the value attributed to the project being abated. The current zone is through tax year 2021 so any industrial abatement issued for 2014 property taxes will only get abated for the life of the zone not the full 10 years.

Following the City's initial request last month questions have arisen as to whether the language can be amended without State approval, the impact the language change may have regarding the other districts currently abating under the Zone and what the costs to the County could be.

Discussion ensued as to the merits, if any, of the Zone versus the costs to the districts and it was noted that actual reporting is not tracked through the County as to jobs created or saved to keep businesses or to increases in sales tax revenue that might be attributed to the proposed projects or to a number of intangible benefits attributed to the incentives being offered. A motion was made by Joe Marley and seconded by Lloyd Washburn to table the issue pending more answers and for the attorneys to review a possible ordinance revision. The motion carried.

The Committee reviewed two proposed ordinances: one establishing a system for the licensing of organizations to operate raffles and poker runs in the County and another to establish the same just for poker runs. Until recently, poker runs were regulated through the Charitable Games Act

under the control of the Department of Revenue. The new law [PA98-0644] places poker runs under the jurisdiction of county governments.

County governments may charge a fee for the license up to \$25. The bill also eliminates the need for each participating establishment to be licensed as long as those locations are listed in the application. It essentially puts poker runs in the same category as raffles.

It was noted that previously, the fees to license were extremely high, yet now the County can only charge up to \$25. Also, comments were made that most raffles and poker runs were for a charity or helping to raise money for an ill or unfortunate family circumstance and requiring a higher fee defeated the purpose of collecting money for that purpose.

The County has not had any requirements previously for raffles. Groups would be referred to the appropriate city or village for regulations. A motion was made by Joe Marley and seconded by Tim Carlson to recommend the ordinance for poker runs and raffles pending the answers to three questions:

1. Does the County have the right to waive the regulation to require licensing for poker runs and/or raffles?
2. What means of enforcement does the County have for those who don't comply?
3. If the County adopts just a poker run ordinance, does that eliminate the need to license raffles or prohibit raffles?

The motion carried with 3 ayes and 1 to abstain.

A motion was made by Lloyd Washburn and seconded by Tim Carlson to go into executive session as called for by Chairwoman Wilkinson for the purpose to hear an AFSCME Grievance at the Second Step pursuant to the Open Meetings Act under 5 ILCS 120/2 (c) 1 and/or 2. A roll call vote polled all ayes: Laura Wilkinson-yes, Tim Carlson-yes, Joe Marley-yes, and Lloyd Washburn-yes. The motion carried.

A motion was made by Tim Carlson and seconded by Joe Marley to come out of executive session pursuant to 5 ILCS 120/2 (c) 1 and/or 2. A roll call vote polled all ayes: Laura Wilkinson-yes, Tim Carlson-yes, Joe Marley-yes, and Lloyd Washburn-yes. The motion carried.

A motion was made by Tim Carlson and seconded by Joe Marley with all ayes. The motion will be reported at the full Board meeting to enable time to prepare the decision in writing and to notify AFSCME of the decision. [Grievance denied]

A motion was made by Joe Marley and seconded by Tim Carlson to adjourn. The motion carried.

Respectfully submitted,
Laura Wilkinson,
Executive/Personnel Chairwoman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

August 6, 2014

Present: Laura Wilkinson, Chairwoman Joe Marley
 Tim Carlson Carol Foli

Absent: Lloyd Washburn

Others present: Paul Schmitz, Laurie Mense, Greg Brotherton, Rocci Romano, Mary Renner, Mark Strawn, Brian Bach and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Wednesday, August 6 2014 at 6:30 p.m. in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address all agenda items, any personnel issues, policies, and any other matters properly brought before the Committee.

Mark Strawn of the Bowmark Consulting Group and Founder of the Abide Palliatives LLC spoke to the Committee concerning a potential site near Kincaid to construct a cultivation facility for medical marijuana. This would be a pilot program requiring a specific grower's license of which only 22 will be awarded in Illinois based on State Police Districts. The site meets the setbacks and all other provisions under the Compassionate Use of Medical Marijuana Pilot Program Act.

Mr. Strawn noted that the cultivation process and responsibility of production requires extensive security measures both inside and outside the facility. This type of facility is for cultivation—the growing, packaging and delivering to the state designated dispensaries. The product can be tracked from seed to dispensary delivery. Experienced people with law enforcement backgrounds will be involved in the site security and transportation procedures. There are to be extensive background checks on all employees hired.

In reference to zoning provisions of the Act, the local governments must affirm that the location is appropriately zoned. As mentioned this is a pilot program that will sunset 12/31/2017 if legislation does not renew. They will need to be submitting their application to the State before 10/1/2014, therefore, necessitating the approval of the County Board that the area is appropriate by the September meeting. More information will be obtained and discussed with the States Attorney, the Sheriff and Zoning Officer.

Taylorville Mayor Greg Brotherton and City Attorney Rocci Romano attended the meeting requesting to amend the intergovernmental agreement between the City and the County relative to the tax incentives in the Enterprise Zone. City Attorney Romano presented the Committee with the suggested amendment to the ordinance language. This amendment would not have any tax reductions to the County or the taxing bodies, only the City as they choose to rebate portion of their taxes after the distribution of taxes. The

Enterprise Zone is specific in the requirements and a company needs to apply for tax rebates prior to the tax extension. If the City were to allow “after the fact” incentives to help local businesses in building renovation expansions or rebuilding, like the current structural situation on the square. The City is not prohibited from doing this type of incentives but wanted the County to be informed of their intentions. A motion was made by Joe Marley and seconded by Tim Carlson to forward the proposed amendment to the States Attorney for review, and if found appropriate, to recommend the amendment to the full Board for approval. The motion carried.

Additionally, the Mayor encouraged the participation of the County employees and elected officials as the County and City share in a dual celebration of 175 years established of both. He commented on the ‘beard’ contest of which he himself has been promoting since the announcement of the celebration and parade involvement.

The Committee discussed the poker run/raffle ordinance and the application form. However, Assistant States Attorney Brian Bach explained an opinion from the States Attorney to opt out of the Poker Runs. His points: we can opt out; is the cost of time to the program worth the \$25 license fee; or the additional paperwork that must be retained and possible FOIA requests. Concerning raffles, the raffle license from the County is only jurisdictional for unincorporated areas. A motion was made by Tim Carlson and seconded by Joe Marley to withdraw the poker run and raffle ordinance passed by the full Board on July 15, 2014. The motion carried.

Chairwoman Wilkinson requested that the Board members receive a list of new hires and resignations or retirements of County employees. Additionally, Wilkinson suggested that the new employee should be taken around to all the County offices and buildings by the Chairman to expand their knowledge about the services provided by the County. The Committee members agreed and the process will be put into place.

A motion was made by Joe Marley and seconded by Tim Carlson to adjourn. The motion carried.

Respectfully submitted,

Laura Wilkinson,
Executive/Personnel Chairwoman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

September 9, 2014

Present: Laura Wilkinson, Chairwoman Joe Marley
 Tim Carlson Carol Foli
 Lloyd Washburn

Absent: none Others present: Paul Schmitz, Mike Gianasi and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Tuesday, September 9, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address all agenda items, any personnel issues, policies, and any other matters properly brought before the Committee.

A letter was received from West Central Development Council requesting an intergovernmental agreement to include in a grant request for funding for USDA-Rural Community Development Incentive Grants. A motion was made by Carol Foli and seconded by Joe Marley to approve the Intergovernmental Cooperation Agreement and the letter to the Senators and Representatives. The motion carried.

A resolution of "Participation and Support" has been requested by the State's Attorney, Coroner, Sheriff and Health Department. The Act under which mobile teams operate must be established and operating pursuant to the Intergovernmental Cooperation section, of the Illinois Constitution of 1970 in order to receive state funds. A motion was made by Joe Marley and seconded by Lloyd Washburn to recommend to the full Board to adopt the resolution as submitted according to the Intergovernmental Law Enforcement Officers In-Service Training Act Public Act 82-674. The motion carried.

On August 25, 2014 the Illinois Municipal Retirement Fund Board of Trustees at its regular meeting considered a retirement appeal for Mike Drea, former County Board member and appointed County Treasurer. Their unanimous vote was to uphold the Administrative Staff determination and deny the request to have Mr. Drea's pension recalculated. Chairman Schmitz received a copy of the letter to Mr. Drea dated August 25, 2014 of the summary of the Benefit Review Committee held on July 24, 2014 and the final findings and conclusions. If Mr. Drea wishes to pursue further action, he may file an action for Administrative Review in the Circuit Court of Christian, DuPage or Sangamon County within thirty-five days of the letter's date. A copy of the letter and findings was distributed to members of the County Board and the document will be on file in the County Clerk's office. Members have been advised by counsel to make no comment until the thirty-five days have passed.

The Personnel Handbook was brought to the Committee for approval. All department heads have had an opportunity to review it as well. It was noted that a few changes still needed to be made due to recent Board action [flexible spending policy]. Other basic labor laws were updated by the Lowenbaum legal firm's review. Forms and policy/procedures (no changes made) will also be included in the handbook. A motion was made by Lloyd Washburn and seconded by Carol Foli to recommend approval to the full Board. The motion carried. The handbook applies to all employees and union membership when not in conflict with their respective collective bargaining agreements. The unions will be given opportunity for review.

A motion was made by Joe Marley and seconded by Tim Carlson to adjourn. The motion carried.

Respectfully submitted,
Laura Wilkinson, Executive/Personnel Chairwoman

EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

October 14, 2014

Present: Laura Wilkinson, Chairwoman Joe Marley
 Tim Carlson Carol Foli
 Lloyd Washburn

Absent: none

Others present: Paul Schmitz, Mike Havera, Greg Hager, Mike Gianasi, Steve Ralph, Owen Lasswell and Jan Bland.

The Executive, Personnel, and Liquor Committee met on Tuesday, October 14, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address all agenda items, any personnel issues, policies, and any other matters properly brought before the Committee.

States Attorney Mike Havera presented a resolution, Christian County Major Crimes Task Force Intergovernmental Law Enforcement Agreement for the purpose to establish a task force team to respond to and investigate major crimes, including homicide , attempted homicide, suspicious deaths, kidnapping, officer involved shootings and any other major crimes or events. As in the past the Illinois State Police-Zone 4 has always assisted in such matters. Most recently their force has been reduced in manpower and their territory increased. With these changes, other counties have established a local major crimes taskforce as well. The County, the City of Taylorville, the City of Pana, and the Illinois State Police will comprise the task force. All agencies will be responsible for any salary, overtime pay, vehicles and special training expenses of their own members assigned to the task force. The smaller communities in the county will benefit from this service as well. A motion was made by Carol Foli and seconded by Joe Marley to approve the creation of the Christian County Major Crimes Task Force and to recommend the resolution to the full Board. The motion carried.

The 2015 holiday schedule was presented for approval. A motion was made by Joe Marley and seconded by Carol Foli to approve the 2015 holiday schedule and forward to the employees and the court. The motion carried. Note: FOP members switched Lincoln's Birthday for Christmas Eve during their last negotiations.

Chairman Schmitz began the discussion on the Christian County Transportation Program. Originally, when the first resolution was passed, it was believed to be as a "no cost" to the County. Over the months of submitting the applications and working out the details, it appears there is a possibility of the County providing some funds which would be reimbursed after the fact. The Senior Citizen Center may be able to cover some of those costs—an employee designated as the PCOM (accounting review), gas, bus maintenance etc. As of right now the interest for a transportation system is high but no contracts have been signed for the transportation service. The application for 2015 program will need to be submitted by the end of next week. The Finance Committee will review the issues and no action was taken.

A few changes and updates were made to the Personnel Handbook which was submitted last month. Those changes were read and will be highlighted in the electronic copy to be sent to Board members. Additional policies and procedures can be added to the policy section upon approval. A motion was made by Joe Marley and seconded by Tim Carlson to approve the handbook for distribution to all employees noting that union contracts preside over any conflicts. The motion carried.

A brief discussion was held about developing and/or updating job descriptions. It was noted that in November that will be one of the topics for department head training. A motion was made by Joe Marley and seconded by Tim Carlson to encourage all departments to develop and/or create job descriptions with a goal of completion for six months. The motion carried.

Other updates:

- In house training for department heads is November 14.
- AFSCME has filed for an arbitrators list.
- Two job offers have been made to fill two positions at the Highway Department. To date Jared Hobbs has begun work.
- Part time jailer Rod McMahan has been hired.
- Non-bargaining raises have been proposed for FY2015.

A motion was made by Joe Marley and seconded by Tim Carlson to adjourn. The motion carried.

Respectfully submitted,

Laura Wilkinson, Executive/Personnel Chairwoman

CHRISTIAN COUNTY HOLIDAY SCHEDULE

YEAR 2015

New Year's Day	Thursday, January 1
Martin Luther King, Jr. Day	Monday, January 19
Lincoln's Birthday	Thursday, February 12 (all but FOP)
President's Day (Observed)	Monday, February 16
Memorial Day (Observed)	Monday, May 25
Independence Day (Observed)	Friday, July 3
Labor Day	Monday, September 7
Columbus Day (Observed)	Monday, October 12
Veterans' Day	Wednesday, November 11
Thanksgiving Day	Thursday, November 26
Day after Thanksgiving	Friday, November 27
Christmas Eve	Thursday, December 24 (FOP only)
Christmas Day	Friday, December 25

AUDIT/FINANCE/PURCHASING COMMITTEE
and
EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE
November 17, 2014

Present: Laura Wilkinson, Joe Marley Mike McClure
 Tim Carlson Fred Curtin Chad Michel
 Jack Pearce Dick Breckenridge Carol Foli

Absent: Lloyd Washburn

Others present: Paul Schmitz, Mike Gianasi, Laurie Mense, Linda Curtin, Dick Adams, Marilyn Voggetzer, Donna Hibbitts, Kellie Hamell, Betty Asmussen, Greg Hager, Bruce Engeling, Steve Ralph, Jan Bland and others.

The joint committees met on Monday, November 17, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address various agenda items and any other matters properly brought before the committee. Attendance was taken showing a quorum.

County Clerk Linda Curtin along with Supervisor of Assessments Mike Gianasi updated the Committee on the procedure to replace and appoint the Supervisor of Assessment position. A call to the Department of Revenue has been made to request a list of eligible candidates. Tuesday, November 18 a test is being given in southern Illinois and we can also wait for those names to be added to the list. A test date for Christian County will be requested this week. It should be noted that passing the test is only one of the qualifications for that position.

Chairman Schmitz began the continuing discussion as to the fate of the Public Transportation program in Christian County. He said, "we would be required to pass a resolution which states our commitment and obligation to match or supplement funds. At this time, I don't feel good about it if the County has to be funding any portion of it." Carol Foli and Steve Ralph stated that the if the PCOM employee's salary was at \$1000 to \$1500 per month, the Senior Center could cover that for a few months. Reimbursements could take up to six months from the State. Chairman Schmitz will make further attempts to discuss finances with Gerry Mahr at the Senior Center. Other comments and questions included: If we don't vote yes, does that mean Christian County may never be eligible for the public transportation program? That opinion was correct. More discussion will continue at the full Board meeting.

As Linda Curtin retires her position as County Clerk, and has held the appointment of the IMRF Authorized Agent for Christian County, it is required by resolution to appoint a successor. A motion was made by Jack Pearce and seconded by Carol Foli to appoint County Clerk Elect Laurie Mense as the IMRF Authorized Agent. The motion carried.

Treasurer Dick Adams explained the purchase of a folding machine for the use of the three offices on the second floor. This past tax season while folding the tax statements prior to mailing, the 10 year old machine had continuous break downs. A rental machine was necessary to complete the process. The purchase cost of the document folder FD300

(\$600) and Model 5500 (\$15,000). The purchase is for use in all offices as needed and purchased from Office "0" line item in FY 2014 (\$9,500) and FY 2015 the balance of \$6,000.

As included in the annual budget, the Resolution for the assistance as necessary from the Office of the State's Attorneys Appellate Prosecutor was submitted. A motion was made by Jack Pearce and seconded by Mike McClure to adopt the resolution. The motion carried.

A motion was made by Mike McClure and seconded by Chad Michel to approve the claims submitted for November. The motion carried with one no.

A motion was made by Jack Pearce and seconded by Mike McClure to authorize Chairman Schmitz to sign and approve the second set of claims for November. The motion carried.

Treasurer Elect Betty Asmussen asked the Committee to allow a close-out audit of the Treasurer's Office after she takes office. She has requested several quotes but has not received them as of yet. A motion was made by Chad Michel and seconded by Dick Breckenridge to authorize Paul Schmitz and Fred Curtin to review the bids submitted prior to the close-out audit. The motion carried.

An addition to the budget was submitted as per the statute (PA 098-0419 (f) and to be added to the last page of the budget. This shall be a detailed statement showing increases in salary, bonuses, or other compensation by department for those not subject to a collective agreement. With no further discussion, a motion was made by Chad Michel and seconded by Carol Foli to recommend the proposed FY2015 budget with a \$489,450 deficit. After a voice poll, a roll call was called: Laura Wilkinson-yes, Tim Carlson-yes, Joe Marley-yes, Carol Foli-yes, Lloyd Washburn-absent, Fred Curtin-yes, Jack Pearce-no, Dick Breckenridge-no, Chad Michel-yes, and Mike McClure-no. The motion carried. Laura Wilkinson thanked the Finance Committee and the department heads for their work on the budget process.

Presented was the 2014 Tax Levy. A motion was made by Chad Michel and seconded by Mike McClure to adopt the 2014 Tax Levy. The motion carried.

A motion was made to adjourn by Joe Marley and seconded by Tim Carlson. The motion carried.

Respectfully submitted,

Laura Wilkinson, Chairman
Executive/Personnel Committee

AUDIT/FINANCE/PURCHASING COMMITTEE
and
EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE
December 15, 2014

Present:	Laura Wilkinson,	Ashley Linton	Aaron Allen
	Tim Carlson	Fred Curtin	Chad Michel
	Jack Pearce	Lloyd Washburn	Carol Foli
Absent:	Mike McClure		

Others present: Paul Schmitz, , Laurie Mense, Kellie Hamell, Betty Asmussen, Steve Ralph, Gerry Mahr, David Penrod, Matthew Kreutzer, Jan Bland and others.

The joint committees met on Monday, December 15, 2014 at 6:30 p.m. in the County Board Meeting Room, second floor Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address various agenda items and any other matters properly brought before the committee. Attendance was taken showing a quorum.

David Penrod and Matthew Kreutzer from Zobrio, a financial software company spoke to the Committee and offering an upgrade or new system due to the fact that most likely in about 18 months our current financial system—Fundware-- will no longer offer program enhancements and any support maintenance costs to this 20 year old system will most likely be up 15%. Additionally, there was an inquiry made for in house training due to all of the staff changes in the County Clerk and Treasurer offices. The proposal from Zobrio suggests three areas: training on a new and updated program, a stand-alone server for the program, and designated changes or redesign of the needs from the two offices. Their price quoted extends over a five year period and exceeds the \$30,000 bid requirement. After much discussion, the Committee asked the County Clerk and Treasurer to develop their needs for a new or upgraded system and return to the Committee.

Chairman Paul Schmitz began a conversation on the public transportation program stating that the County still has a chance to get funding for next year's program. Gerry Mahr spoke to the Committee stating the Senior Citizens buses have seats available and that they would not need any start-up money or reimbursements until they were up and running. Reimbursements would be submitted quarterly for state and federal funding. All monies would be paid to the County and the County would in turn reimburse the Center. They are still interested in being responsible for the program, however, the Board needs to adopt a resolution for renewal to authorize application for public transportation and to have a public hearing in 2015. A motion was made by Chad Michel and seconded by Jack Pearce to recommend to the full Board to adopt the resolution to authorize the Christian County Senior Center to submit an application for public transportation funds in Christian County. A roll call vote was called polling the following: Fred Curtin-yes, Jack Pearce-yes, Aaron Allen-yes, Chad Michel-yes, Laura Wilkinson-no, Tim Carlson-yes, Ashley Linton-yes, Carol Foli-yes, and Lloyd Washburn-no. The motion carried.

A resolution was submitted to amend the Enterprise Zone as previously approved by the Board to allow for additional City incentives for residents and/or business enterprises:

This Intergovernmental Cooperation Agreement shall not prohibit the City extending additional or different economic incentives, rebates, or reimbursement for residents and/or business enterprises in the Enterprise Zone or throughout the City by separate ordinance or agreement concerning matters to include, but not limited to, City real estate taxes, sale taxes, telecommunication taxes, utility taxes, franchise taxes, water service, sewer service, fire protection service, franchise fees, or building permits or any and all other City economic incentives, rebates, or reimbursements of any kind, nature or extent whatsoever that may be provided from time to time.

A motion was made by Laura Wilkinson and seconded by Aaron Allen to recommend to the full Board to adopt the resolution to amend the Enterprise Zone ordinance. The motion carried.

A motion was made by Jack Pearce and seconded by Chad Michel to approve the claims submitted for December. The motion carried.

Treasurer Betty Asmussen presented one property for delinquent tax deed. It is located in Pana Township. A motion was made by Chad Michel and seconded by Lloyd Washburn to accept the bid of \$660 for the property from Larry G. Neal and to approve by the corresponding resolution R2014 TR 036. The motion carried.

As AFSCME negotiations are ongoing, a motion was made to pay all negotiation billings from the labor attorney from contingency. The current amount payable in December is for \$7,892.28. Chad Michel made the motion and Lloyd Washburn seconded the motion for the payments from contingency this year. The motion carried.

A Memorandum of Understanding has been tentatively agreed upon to create a new position of Building and Grounds Maintainer and transfer the current highway employee into the position which will now be under the Courthouse collective bargaining agreement. A motion was made by Chad Michel and seconded by Laura Wilkinson to approve the position of Building and Grounds Maintainer for the Courthouse CBA including the MOU with AFSCME for the transfer of a highway employee to that position. The motion carried.

A motion was made to adjourn by Jack Pearce and seconded by Chad Michel. The motion carried.

Respectfully submitted,

Laura Wilkinson, Chairman
Executive/Personnel Committee

Fred Curtin, Chairman
Finance Committee