

## **EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**

**January 10, 2023**

Present: Clint Epley, Chairman, Jean Vandenberg, David Puccetti, Clayton Walter  
Absent: None  
Others present: Bryan Sharp, Les Foraker, Jennifer Verardi, Debbie Weber, Linda Curtin, Shawn Hammers, Jim Baker, Tiffany Senger, Betty Asmussen, Jim Vandenberg, Jr., Lucas Domonousky, and Elizabeth Hile in attendance.

The Executive, Personnel, and Liquor Committee met on Tuesday, January 10, 2023 at 6:30 p.m. in County Board meeting room, second floor of the Christian County Courthouse, Taylorville, Illinois. The purpose of the meeting was to address any agenda items, any personnel issues, policies, and any other matters properly brought before the Committee. Roll call was taken and there was a quorum.

### **PUBLIC COMMENTS**

There were no public comments.

### **BLACK DIMOND SOLAR PERMIT UPDATE**

County Board Chairman, Bryan Sharp, advised this matter is being reviewed by the States Attorney as whether to whom (the County Board or ZBA) will address their request for permit extension.

### **EMA UPDATE**

Jeff Stoner had another meeting tonight and was not able to attend. He provided a written update for members to review.

### **ARPA FUND REQUESTS**

#### Senior Citizens Request

Jennifer Verardi reviewed the ARPA fund request she had previously submitted and advised that her driver, Les Foraker, was also present in the event there were questions about the condition of the current vans used for transport. She commented on the money spent to keep the vans running and also noted the high mileage. The vans run 5 days a week and sometimes on weekends as well. Jennifer provided pricing on both used and new vans but was hopeful that two (2) new vans would be considered. A question was asked about whether or not trading in any of the vehicles was an option. Jennifer advised that this really isn't an option as most are not owned by the Senior Citizens agency.

Motion by David Puccetti and second by Clint Epley to recommend an ordinance for the use of ARPA funds for the purchase of two (2) new vans for Christian County Senior Citizen Center not to exceed \$125,000.00 be sent to the Finance Committee for financial approval and Board recommendation. A roll call vote polled all ayes. Motion carried.

#### Meals on Wheels Request

Debbie Weber from CEFS reviewed the ARPA fund request she had previously submitted. She noted that since COVID in March of 2019, the meals being served has increased by approximately 3,300 meals to 308 seniors. While they do receive funding through Age Link, due to increased food costs the funding isn't enough. She also noted the agency is having a difficult time getting volunteers who are willing to drive to outlining areas. As a result, part of the request submitted is for funds to reimburse mileage in hopes it will be an incentive to obtain additional volunteers for these outlining areas.

The committee asked if any other agency provides meals in Christian County. Debbie noted one agency did but if you couldn't pay for the meal it is not received. Meals on Wheels provides meals regardless of ability to pay.

Motion by Clint Epley and second by David Puccetti to recommend an ordinance for the use of ARPA funds to Meals on Wheels not to exceed \$26,400.00 be sent to the Finance Committee for financial approval and Board recommendation. A roll call vote polled all ayes. Motion carried.

#### Sheriff's Department Request – Court House Security Items

Chief Deputy Jim Baker provided an estimated cost to replace the X-ray inspection system and walk through metal detector for the court house. Both have a lot of age on them and are starting to have mechanical problems. Parts are no longer available. The committee inquired if the equipment was in stock or would need to be ordered. Chief Deputy Baker felt the equipment was in stock but would make sure.

Chief Deputy Baker also spoke about other security measures that could be considered such as key fob entry to all offices and explained the process to change users.

Motion by Clint Epley and second by David Puccetti to recommend an ordinance for the use of ARPA funds for the purchase of Astrophysics X-ray inspection system and walk through metal detector for the court house not to exceed \$28,770.00 be sent to the Finance Committee for financial approval and Board recommendation. A roll call vote polled all ayes. Motion carried.

#### Security Pads office doors(s) – Public Defender's Office

Public Defender, Tiffany Senger, presented estimates for security pads for all office doors in the Public Defender's Office. She feels this is needed for security reasons and explained that not all offices for the PD's office is in one location. Tiffany would like to request consideration for the estimate received by Wareham's security due to things that system can do over the other systems that provided estimates.

The discussion on this matter included consideration of uniform security systems should there be other requests or possibility of key fobs for all offices in the court house.

Motion by Clint Epley and second by David Puccetti to table for Chief Deputy Baker to do full analysis of offices in the court house and bring back additional information to the committee. All members were in favor. Motion carried.

#### Continuation of temporary staff for records management – CB office

Liz Hile noted the hours from May through December of 2022 the temporary staff has assisted with records management. The individual is an IMRF retiree and does have a 999 hour limit for which they can work annually without impacting their pension. Liz is hopeful that the project will be completed by May and does not foresee remaining hours to exceed 400.

Motion by Clint Epley and second by Jean Vandenberg to recommend an ordinance for the use of ARPA funds for continuation of temporary staff to assist the CB office with records management project not to exceed \$6,500.00 be sent to the Finance Committee for financial approval and Board recommendation. A roll call vote polled all ayes. Motion carried.

#### CARBON CAPTURE AND STORAGE ORDINANCE

Chairman Sharp advised that Joe Murphy was still working on language for the CO2 ordinance. He also advised that Mr. Murphy recently provided an update on the ICC intervene process timeline.

#### WIND PERMIT MORATORIUM UPDATE

Chairman Sharp noted that the States Attorney is working on the update last noted.

#### CREDIT CARD POLICY REVIEW

Treasurer Asmussen reviewed why the current credit card policy was created and why debit cards were eliminated. She also noted that the Highway Department and Sheriff's office have credit cards which they are required to submit as claims with receipts for payment monthly. Solid Waste is an account under the County's credit card with a small limit. She feels it does make it difficult for Animal Control staff to come back and forth to the court house to get the County's credit card when it is needed. Betty advised Animal Control could have an account under the County's credit card just like Solid Waste with a small limit. As with the other departments, if this would be approved, Animal Control would be required to submit monthly claims with receipts provided. The credit cards are not being abused. No action taken.

#### SOLID WASTE/ZONING LOCATION/FUTURE PLANNING

Chairman Sharp didn't feel action needed to be taken at this time. He feels that further discussion may be needed to include the previous decision to move the departments to the court house. He feels that everything seems to be working well at this time. The transparency with both departments is excellent.

#### SOLID WASTE EDUCATOR JOB DESCRIPTION UPDATE

Shawn provided the committee with a copy of the job description he has been working on. He feels the position could be part time with duties to include conducting inspections in his absence. He mentioned a possible salary of \$27,000.00. No action taken.

#### REFERRALS FROM OTHER COMMITTEES

The following items were referred from the January 9, 2023 Highway/Buildings/Grounds meeting.

Ordinance O2023 CB 001- ordinance allowing for the use of ARPA funds not to exceed \$5,000.00 for one-half of the estimated cost to replace the common driveway for Advanced Eyecare and the Christian County Health Department with the other half of the cost being paid by Advanced Eyecare.

Motion by Clint Epley and second by David Puccetti to recommend Ordinance O2023 CB 001 allowing for the use of ARPA funds not to exceed \$5,000.00 for one-half of the estimated cost to replace the common driveway for Advanced Eyecare and the Christian County Health Department be sent to the Finance Committee for financial approval and Board recommendation. A roll call vote polled all ayes. Motion carried.

Ordinance O2023 CB 002 – ordinance allowing for the use of ARPA funds not to exceed \$6,300.00 for installation of a gate operator to include electric for Christian County Animal Control. Information that Bill Kennedy provided to Highway/Building/Grounds was provided by Chairman Sharp.

Motion by Clint Epley and second by Jean Vandenbergh to recommend Ordinance O2023 CB 002 allowing for the use of ARPA funds not to exceed \$6,300.00 for installation of a gate operator to

include electric for Christian County Animal Control be sent to the Finance Committee for financial approval and Board recommendation. A roll call vote polled all ayes. Motion carried.

Ordinance O2023 CB 003 – allowing for the use of ARPA funds not to exceed \$13,500.00 for installation of new carpet on the court house stairs as well as new carpet for a 3<sup>rd</sup> floor office was reviewed.

Motion by David Puccetti and second by Clint Epley to recommend Ordinance O2023 CB 003 allowing for the use of ARPA funds not to exceed \$13,500.00 for installation of new carpet on the court house stairs and one (1) office on the 3<sup>rd</sup> floor be sent to the Finance Committee for financial approval and Board recommendation. A roll call vote polled all ayes. Motion carried.

#### PERSONNEL HANDBOOK

Chairman Sharp advised that we will get back to this item likely working on one section at a time.

#### OTHER MATTERS

Chairman Sharp expressed his concerns on the bill before legislators that reduces the authority of counties in regard to wind and solar projects.

Bryan also noted he has spoken with Jodie Badman and Liz reference software to assist them both to reduce time spent on preparation of minutes. He also noted that he plans to look into the possibility of notebooks/tablets that the Board would use for receipt of meeting packets, emails, etc. again in an effort to better manage time and resources in these areas. He would also like to try possibly only reading action items to expedite Board meetings.

Motion by David Puccetti and second by Clint Epley to adjourn. All members were in favor. Motion carried.

Respectfully submitted,

Clint Epley, Chairman  
Executive/Personnel Committee  
01/10/2023