

## EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE

December 12, 2023

Present: Clint Epley, Chairman, Jean Vandenberg, Clayton Walter, David Puccetti and Miranda Langen  
Absent: None  
Others present: Bryan Sharp, Ray Koonce, Jeff Stoner, Dr. Anderson, Lucas Domonousky, and Elizabeth Hile in attendance.

The Executive, Personnel, and Liquor Committee met on Tuesday, December 12, 2023 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 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.

### EMA UPDATE

#### Director's Report

Jeff Stoner reviewed his monthly report. He additionally discussed the possibility of securing grant funding from various sources to be able to hopefully have a training facility here in Christian County.

#### Intergovernmental Grant Agreement between the State of Illinois, Illinois Emergency Management Agency and Office of Homeland Security and Christian County

Jeff advised that this is a multiyear agreement that is signed annually. It provides grant reimbursement for EMA.

Motion by Miranda Langen and second by David Puccetti to recommend to the full Board to allow Chairman Sharp to sign the Intergovernmental Grant Agreement between the State of Illinois, Illinois Emergency Management Agency and Office of Homeland Security and Christian County. All members were in favor. Motion carried.

#### Federal Surplus Resolution

The Committee previously made a recommendation to the full Board to allow Chairman Sharp to sign a Federal Surplus Property Program Agreement. It was discovered that the document submitted was a sample resolution, not an agreement, and clean up was needed. Jeff Stoner will provide a clean document for review and signature.

Motion by Miranda Langen and second by David Puccetti to recommend to the full Board to authorize Chairman Sharp to sign the Federal Surplus Resolution upon receipt of the updated version. All members were in favor. Motion carried.

### RESOLUTION STATES ATTORNEY APPELLATE PROSECUTOR

This is an annual agreement for important services provided by the States Attorney Appellate Prosecutor's office.

Motion by David Puccetti and second by Clint Epley to recommend to the full Board to approve Resolution R2023 SA 039 which is the official contract between Christian County and the State's Attorneys Appellate Prosecutor's Office. All members were in favor. Motion carried.

### FOOD AND SANITATION ORDINANCE

Dr. Chad Anderson, Director at the Christian County Health Department indicated that the Food and Sanitation Ordinance updated earlier this year needed a few additional changes related to farmers' markets and food establishment risks categories. The changes are highlighted in the ordinance provided.

Motion by Jean Vandenberg and second by Miranda Langen to recommend to the full Board to approve the recommended ordinance changes and to include updating amendment dates, signature page and ordinance number if needed. All members were in favor. Motion carried.

#### PAID LEAVE FOR ALL WORKERS

As mentioned last month, effective January 1, 2024, Illinois has signed into law Paid Leave for All Workers Act (PLAWA) that will require a policy be adopted and enforced by January 1<sup>st</sup>. Draft recommendations were presented and discussed with the need for a final version to be available for adoption at the full Board meeting in December.

Motion by Miranda Langen and second by Clayton Walter to recommend to the full Board to approved the Paid Leave for All Workers Act (PLAWA) policy with edits and final version being submitted to the full Board at the December meeting. All members were in favor. Motion carried.

#### BOARD OFFICE STAFF

This item was placed on the agenda to make sure continued progress is made. After year-end items are completed, focus to obtain job descriptions, salary information, etc. will be gathered with the hope of holding a special meeting as early as late February. The Chairman advised he has had some discussions with the County Engineer about succession as well and will continue those discussions.

#### NON-BARGAINING EMPLOYEE PERFORMANCE EVALUATIONS/JOB DESCRIPTIONS

Board member Ken Franklin sent correspondence out to members on ideas regarding the need for performance evaluations tied to annual increase reviews, etc. and role of committees. This letter was to simply get discussion started.

#### TEXT AMENDMENT PROPOSAL(S)

None

#### REFERRAL(S) ZBA

None

#### REFFERALS FROM OTHER COMMITTEES

There were no referrals.

#### OTHER MATTERS

Chairman Sharp highlighted information that Blake Tarr presented at the Highway, Building and Grounds meeting related to the upcoming County Board meeting and a ZBA Special Use Permit. He asked members to please review the information Blake provided. He also noted a claim that was denied from the Public Defender's office that didn't follow procedure related to installing key pad system. He will be reaching out to Chief Deputy Baker to ask that cost options be provided for the entire Court House. Bryan also mentioned a meeting that will take place on Thursday morning with County and Ameren representatives.

Motion by David Puccetti and second by Jean Vandenberg to adjourn. All members were in favor. Motion carried.

Respectfully submitted,

Clint Epley, Chairman  
Executive/Personnel Committee  
12/1/14/2023