

**PROCEEDINGS OF THE COUNTY BOARD**

AT A MEETING OF THE COUNTY BOARD MEMBERS OF CHRISTIAN COUNTY ILLINOIS, BEGUN AND HELD AT THE COURTHOUSE IN TAYLORVILLE, ILLINOIS, ON **June 20, 2017**.

*ATTEST: LAURIE J. MENSE, COUNTY CLERK*

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The following proceeding had and entered at large upon the records of said Board, which is done accordingly in the following words and figures to wit;

Chairman Timothy J. Carlson called the Board to order and led the Pledge of Allegiance to the flag. Pastor Steve Switzer of the Calvary Baptist Church in Taylorville gave the invocation. A moment of silence was taken in memory of retired Sheriff's Deputy Bob Patrick who passed away earlier this month.

The roll call signifies a quorum as declared by Chairman Carlson. Absent were Ashley Linton and Matt Wells.

**ACCEPT COUNTY BOARD MINUTES**

The Chairman Carlson asked for any corrections and to accept the May 16, 2017 County Board minutes. *It was moved by Paul Schmitz and seconded by Becky Edwards to accept and place on file the minutes for the May 16, 2017 County Board Meeting.* The motion carried.

**PETITIONS, RESOLUTIONS, ORDINANCES OR PROCLAMATIONS**-Will be addressed during the committee reports.

**PUBLIC COMMENTS**

There were none.

**COMMUNICATIONS**

The following communications were presented and read and placed on file in the Clerk's Office.

- 1- The Prevailing Wage report for June 2017 has been posted and placed on file in the Clerk's Office.
- 2- The May 2017 Public Defender's report is on file and available for inspection.
- 3- The Treasurer's report ending 5/31/2017 is on file in the Clerk's office.
- 4- The Local Solid Waste Fees Fund Report for May 2017 is filed with the Clerk.
- 5- The May 2017 Motor Fuel Tax Allotment Transaction Reports dated June 1, 2017 were received for both the County and Road Districts.
- 6- Notice dated 5/15/2017 was received from Illinois Department of Transportation approving Resolution R2016 HY 028 which authorized the transfer of \$54,250.00 of Surface Transportation Program (STP) funds for partial reimbursement of the Christian County Engineer's salary. The Notice has been placed on file in the Clerk's office.
- 7- On May 18<sup>th</sup> the County Clerk received their death surcharge revenues from IDPH for the period of 1/1/17 through 6/30/17 in the amount of \$1,302.00. This was deposited with the Treasurer and a copy was placed on file in the Clerk's office.
- 8- On May 19, 2017 the franchise fees for the 1<sup>st</sup> Qtr of 2017 were received from New Wave Communications in the amount of \$1,907.35. These were deposited with the Treasurer and a copy was placed on file in the Clerk's office.
- 9- Notice of Application for Permit (#0218160006) to Manage Waste, dated 5/26/2017 and made by Five Oaks Recycling & Disposal Facility was received 6/1/2017 from the Illinois Environmental Protection Agency. This pertains to a project described as an annual update to closure and post closure cost estimates.

**APPROVE COMMUNICATIONS AS READ**

Chairman Carlson called for a motion by Becky Edwards and was seconded by Marilyn Vogtger to accept the communications as read. The motion carried.

## COMMITTEE REPORTS

### ACCEPT & FILE COMMITTEE REPORTS AS PRINTED

*A motion was made by Aaron Allen and seconded by Paul Schmitz to accept & file the committee reports as printed. The motion carried.*

### HIGHWAY/BUILDING/GROUNDS/ENVIRONMENTAL/ZONING AND WELFARE COMMITTEE—No meeting was held.

EXECUTIVE/PERSONNEL COMMITTEE –6/6/2017 Minutes read by Donna Hibbetts. There were no public comments.

### ETHICS ORDINANCE AMENDED

During a recent UCCI membership seminar, a review of the requirements surrounding the ethics ordinance [which is required by all local governments] was discussed. At that time, it was recognized that the county needed to include an Ethics Commission. The county's current ethics ordinance that was passed in June of 2004 does not include Articles 15 and 20 from the same model ordinance provided for reference in 2004. Article 15 is as follows:

#### Article 15-Ethics Advisor

Section 15-1. The Christian County Board Chairman, with the advice and consent of the Christian County Board, shall designate an Ethics Advisor for Christian County and those Boards who fall within the jurisdiction of the County Board appointments.

Section 15-2. The Ethics Advisor shall provide guidance to the officers and employees of Christian County concerning the interpretation of and compliance with the provisions of this Ordinance and State ethics laws. The Ethics Advisor shall perform such other duties as may be delegated by the County Board.

[This is an unpaid appointment. As in the past, the States Attorney has been designated the Ethics Advisor.] *A motion was made by Donna Hibbetts and seconded by Marilyn Voggetzer to recommend to the Chairman and the full Board the appointment of Ethics Advisor to the position of States Attorney. The motion carried.*

#### Article 20-Ethics Commission.

[A procedure as how to establish commissioners within Article 20]

The commission shall be comprised of three members: two from one party and one from the other party. No person shall be appointed who is related, either by blood or by marriage up to first cousins, to any elected officer or employee of Christian County. Upon appointment by the recommendation of the County Board Chair and approval of the full Board, an initial draw will be held to determine the term length. Two will draw for a two-year term and one for a one-year term. Reappointments or appointments will be made as each expires. Duties and procedures for commissioners are listed in Section 4. Complaints and how to handle an alleged violation is described in Section 5. [This is an unpaid appointment.]

*A motion was made by Donna Hibbetts and seconded by Molly Alaria to amend the Ethics Ordinance O2004 CB 013 dated May 18, 2004 with O2017 CB 008 by adding the language in Articles 15 and 20 from the sample ordinance provided by and recommended by the a law firm representing the United Counties Council of Illinois and dispense with the reading. A roll call being vote being necessary polled the following: Mike McClure, Vicki McMahon, Chad Michel, Paul Schmitz, Phil Schneider, Marilyn Voggetzer, Molly Alaria, Aaron Allen, Tim Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts (14) yea: (2) Ashley Linton, Matt Wells absent: nay (0)*

2<sup>ND</sup> STEP AFSCME GRIEVANCE –addressed in committee only

After the necessity to change health insurance carriers, the local AFSCME union filed a grievance. A motion was made by Molly Alaria and seconded by Ben Curtin to go into executive session to hear the grievance. A roll call vote polled all ayes for the purpose 5ILCS 120/2(c)(2) Collective negotiation matters between the public body and its employees or their representatives. The motion carried.

A roll call vote polled all ayes to come out of executive session from Molly Alaria and seconded by Ben Curtin for the above stated reason. No action was taken and grievance will be heard at the next Finance Committee.

**AUDIT/FINANCE COMMITTEE- 05/22 & 24 & 6/15/2017**--Minutes read by Becky Edwards. There were no public comments.

**BUDGET HEARINGS-5/22/2017**

This meeting was primarily to hear budget proposals for FY 2018. The following are brief summaries of budget proposals as submitted.

ESDA-Mike Crews: reduced his budget under vehicle expenses by \$7,000 the year before but had a few minor increases. Some of his budget is reimbursed to the County through grants for which Mike applies.

ZONING-Brett Rahar: He did not feel any further cuts could be made but did note that Zoning Board of Appeals meetings have also been reduced.

BUILDING AND GROUNDS-Zach Hicks: Minor reductions were made from this small office. The only increase is to union staff.

ANIMAL CONTROL-Joelynda Conrad: Expenses were discussed as to what items would qualify for "care of the animals" funding from the various trusts. The elimination of the incinerator should reduce the utility expenses.

JUDICIAL/COURTS-Judge Brad Paisley: Cut his budget by 5% and 4% the previous year. He must plan for the worst and hope for the best. If a large trial would occur, he might have to return to the Board as he cut the jurors by \$15,000.

PROBATION-Laura Cooper: She noted her budget was cut 2.5% of the non-salary items. There was discussion about the cost of drug testing for their clients. She will look into any possibilities.

COUNTY BOARD-Jan Bland: Some items were reduced, but with a small office not much cutting room. It should be noted that for FY 2019 a large cut will be made due to the county board members reducing their salary and per diems.

SHERIFF-Bruce Engeling: The sheriff's budget has many different departments and budgets. Salaries for deputies increased, training for dispatchers is up due to high turnover, but the post retiree payments have ended and a full time security officer and benefits save about the same as the above costs increased. Expenses for the courthouse and jail buildings are continual; however, having Zach has made such a difference in costs as well as general maintenance of the buildings. Revenues should rise through the newly increased fee schedule, the housing of federal prisoners and a reimbursed service for liquor site checks. The roof at the jail needs to be replaced. More budget hearings will take place May 24.

**EXECUTIVE SESSION-during committee only**

A motion was made by Becky Edwards and seconded by Paul Schmitz to go into executive session for the purpose 5ILCS 120/2(c)(2) Collective negotiation matters between the public body and its employees or their representatives. A roll call vote polled all ayes. The motion carried.

A roll call vote polled all ayes to come out of executive session from Matt Wells and seconded by Aaron Allen for the above stated reason. No action was taken.

## **BUDGET HEARINGS-5/24/2017**

This meeting was primarily to hear budget proposals for FY 2018. The following are brief summaries of budget proposals as submitted.

**SOLID WASTE MANAGEMENT OFFICE-Joe Stepping:** The drop-off program will line item has been eliminated from the budget, but he stressed that the SWMO still pays for the recycling efforts for the schools and county offices as well as the electronic recycling through BLH on the Taylorville Square. This is for any county business or citizen. A post-retirement benefit has also expired.

**HIGHWAY-Cliff Frye:** His department has multiple funds that items are charged off some by the hour. The funds are county highway, county MFT, highway matching, and county bridge fund. He presented the usual estimated costs for highway and bridge projects and showed some reductions as possible.

**911-Micki Ehrhardt:** July 1<sup>st</sup> will begin the joint 911 with Shelby County. Our county will receive all surcharge money. Increases go to FOP salary and due to the joint venture the hire of one more full time dispatcher. She spoke of the training the staff has been doing and the need to inform the Shelby county residents about 911. Equipment/software rental has increased which will also increase the sheriff's budget as they split dispatch programs.

**SUPERVISOR OF ASSESSMENTS-Chad Coady:** He has chosen not to fill his chief deputy position, but to hire a full time staff person at a considerable difference. Another employee will be waiving health insurance which will also reduce that line item. The plat officer position will be eliminated [along with the additional salary] and just absorbed into the duties of all the staff. The GIS Pictometry Imaging was done in early March this year with the second fly over to be in three years.

**TREASURER-Betty Asmussen:** The part time/overtime line item was decreased. Consolidation of mailings to the same address and reminder cards are sent rather than full size letters. Her budget reduced 5.5%.

**COUNTY CLERK-Laurie Mense:** She has rearranged the salaries between the 002 clerk fund and the 014 clerk automation fund which reflects almost a 17% decrease in her portion of the general fund. The fee study increases should help revenues in both vitals and real estate documents. It is anticipated that E-recording will help to reduce mailing costs. In elections, the budget increased due to 2018 having two elections where this year was just one. Reductions of copies are being implemented in PDF files emailed rather than printed.

The regular June meeting will hear the balance of budget proposals. A meeting with the ROE and U of I Extension are being scheduled prior to the June meetings.

## **BONDS-6/15/2017**

Sheridan Pulley was asked to review with the committee the \$130,000 bond that is levied for the County. In 2018 that obligation will be fulfilled which was paid for the bonds to the Illinois Counties Insurance Trust of which the County belonged for coverage of the liability/work compensation coverage. The first issuance of the levy for the bonds was in 1996. We should consider a bond renewal for a ten-year term. There are many questions and decisions to be made concerning the reissuance of bonds. The chairman and treasurer will be in contact with a bond council to make application and for further understanding of the process and necessity for the County.

## **HEALTH DEPARTMENT BUDGET**

Nancy Martin, Administrator of the Christian County Health Department presented her projected budget for the upcoming year. Her funding is solely based on fees and grants. With the lack of a State budget, the grants continue to dwindle or are totally eliminated. She reported that she is now below a two-month reserve for the health department and will be working with the County and the Health Board as to implementing temporary changes.

## **PUBLIC DEFENDER BUDGET**

Greg Grigsby presented his budget noting that everything was status quo. He explained continuing education seminars are required annually and the investigator line item is mostly done

by him but he does need money for big cases. Also noted was the office supplies should go down once the paperless system is implemented in the courts.

#### U OF I EXTENSION SERVICE

Amanda Cole, the County Extension Director distributed a listing of staff for the four counties and explained that she reduced her budget from what Christian County levies from \$160,000 to \$135,500. Part of that reduction is due to lower salaries for retiring employees and other monies pledged by other organizations.

#### AIR CONDITIONING UNITS AT COURTHOUSE

Zach Hicks, County Buildings Supervisor explained that one unit has completely failed and the others continue to struggle. The units that currently cool the third floor were installed over 20 years ago and have had continued repairs due to no regular maintenance. Since Zach has been here there are daily checks on the equipment. Even with that the system has issues and doesn't function with any energy efficiency. An area company has submitted a bid on the materials needed to convert the entire system. Zach would change over a unit at a time and may need to work on an evening schedule. This would take time to convert. It was requested that other quotes be obtained since this was a large project. A motion was made by Becky Edwards and seconded by Paul Schmitz for Zach to reach out for at least two other quotes on the equipment and system layouts, consult with the Board Chairman and if reasonable proceed to order the equipment [the project will be paid from the capital improvement fund]. A roll call being vote being necessary polled the following: Vicki McMahon, Chad Michel, Paul Schmitz, Phil Schneider, Marilyn Vogetzer, Molly Alaria, Aaron Allen, Tim Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts, Mike McClure (14) yea: (2) Ashley Linton, Matt Wells absent: nay (0). The motion carried.

#### PREVAILING WAGE ORDINANCE

The annual prevailing wage ordinance was presented for approval. As notice was received from the Illinois Department of Labor with updated prevailing wage rates effective June 5, 2017, the ordinance adoption was so moved by Becky Edwards and seconded by Aaron Allen and to dispense with the reading. A roll call being vote being necessary polled the following: Chad Michel, Paul Schmitz, Marilyn Vogetzer, Molly Alaria, Aaron Allen, Ben Curtin, Charles DeClerck, Mike McClure (8) yea: (2) Ashley Linton, Matt Wells absent: Phil Schneider, Tim Carlson, Craig Corzine, Becky Edwards, Donna Hibbetts, Vicki McMahon ; nay (6). The motion carried.

#### COMMUNITY DEVELOPMENT ASSISTANCE PROGRAM

Treasurer Betty Asmussen informed the committee that in 2016 that grant program was dissolved. Since April 2017 one of the two companies paid off their economic development loan received from the County and the second owes \$6,000 and has four years left to pay it off. The current balance is \$43,849.36. Since the program was dissolved by the State, any money in that account is to become the County's money. *A motion was made by Becky Edwards and seconded by Vicki McMahon (due to the air conditioning situation) transfer \$40,000 into the capital improvement fund and leave the balance in the CDAP account until the last loan has been paid off.* A roll call being vote being necessary polled the following: Paul Schmitz, Phil Schneider, Marilyn Vogetzer, Molly Alaria, Aaron Allen, Tim Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts, Mike McClure, Vicki McMahon, Chad Michel, (14) yea: (2) Ashley Linton, Matt Wells absent: nay (0). The motion carried.

#### CLAIMS

*A motion was made by Becky Edwards and seconded by Phil Schneider to approve the payment of the claims submitted for June.* A roll call being vote being necessary polled the following Phil Schneider, Marilyn Vogetzer, Molly Alaria, Aaron Allen, Tim Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts, Mike McClure, Vicki McMahon, Chad Michel, Paul Schmitz, (14) yea: (2) Ashley Linton, Matt Wells absent: nay (0). The motion carried.

#### ROE BUDGET REPORT

Recently, a meeting was held with the five chairmen and/or representatives of the county boards: Christian, Montgomery, Bond, Fayette and Effingham who share the ROE #3 budget. At a previous meeting, our county requested at least a 5% reduction in her budget. As submitted and final, Julie Wollerman cut \$4,000 from each county equaling an overall 5% reduction. For

Christian County, the budget still requires \$80,959 plus \$8800 health insurance benefits from the general fund.

**EXECUTIVE SESSION #1-done in committee only**

A motion was made by Becky Edwards and seconded by Aaron Allen to go into executive session for the purpose of 5ILCS 120/2(c)(2) Collective negotiation matters between the public body and its employees or their representatives to review a grievance from AFSCME Local 3776. A roll call vote polled all ayes. The motion carried.

A roll call vote polled all ayes to come out of executive session from Aaron Allen and seconded by Matt Wells for the above stated reason. After hearing the union and discussing the issues, the grievance was denied. [No Board action required at this step.]

**EXECUTIVE SESSION #2-done in committee only**

A motion was made by Paul Schmitz and seconded by Becky Edwards to go into executive session for the purpose 5ILCS 120/2(c)(2) Collective negotiation matters between the public body and its employees or their representatives. A roll call vote polled all ayes. The motion carried.

A roll call vote polled all ayes to come out of executive session from Vicki McMahon and seconded by Aaron Allen for the above stated reason. No action was taken.

**NEW OR UNFINISHED BUSINESS:**

As a follow-up to the 2016 Audit, an inventory policy was presented for adoption in order to be compliant. The policy is for each office holder to do an inventory of their office equipment, PC's and other office accessories/furniture. The policy and forms are to be distributed to all departments for compliance and annually submitted to the Chairman's office by June 15 of each year. This year the due date is July 31<sup>st</sup>. A motion was made by Becky Edwards and seconded by Paul Schmitz to adopt the policy and dispense with the reading. The motion carried.

**MILEAGE AND PER DIEM REPORT:**

*A motion was made by Vicki McMahon and seconded by Phil Schneider to approve the mileage and per diem report for the month of June 2017. The motion carried.*

	<b><u>Salary</u></b>	<b><u>Rate</u></b>	<b><u>Meetings this month</u></b>
Molly Alaria	\$200.00	\$50.00	2
Aaron Allen	\$200.00	\$50.00	4
Timothy Carlson	\$813.73		
Craig Corzine	\$200.00	\$50.00	1
Ben Curtin	\$200.00	\$50.00	2
Charles DeClerck	\$200.00	\$50.00	1
Becky Edwards	\$200.00	\$50.00	4
Donna Hibbetts	\$200.00	\$50.00	2
Ashley Linton	\$200.00	\$50.00	0
Mike McClure	\$200.00	\$50.00	4
Vicki McMahon	\$200.00	\$50.00	4
Chad Michel	\$200.00	\$50.00	1
Paul Schmitz	\$200.00	\$50.00	4
Philip Schneider	\$200.00	\$50.00	1
Marilyn Voggetzer	\$200.00	\$50.00	2
Matt Wells	\$200.00	\$50.00	2

**APPOINTMENTS/REAPPOINTMENTS:**

Appointments to the Ethics Commission are as required two members from one party and one member from the other party. Chairman Carlson submitted the names of Seth McMillian-R, Clark Pearce-R and Kurt Zeitler-D. *A motion was made by Molly Alaria and seconded by Becky Edwards to approve the appointments. The motion carried with a majority and sounding like one*

no vote. Both Pearce and McMillian were present to draw for their term; each drawing a two year term and Mike McClure was asked to draw for democrat Zeitler getting a one year term.

**ANNOUNCEMENTS/OTHER:**

Board Chairman Carlson acknowledged two long time employees on their recent retirements: Todd Beaty-Highway Department and Barb Behrends-Health Department—“best wishes to both of them”.

**ADJOURNMENT**

With no other unfinished business to come before the Board, a *motion was made by Becky Edwards and seconded by Aaron Allen to adjourn until Tuesday, July 18, 2017 for the regular meeting at 6:30 p.m.* The motion carried.