

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 **March 21, 2017**.

ATTEST: LAURIE J. MENSE, COUNTY CLERK

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. Ken Manning, Minister at the Taylorville Christian Church in Taylorville gave the invocation.

A roll call disclosed all members present signifying a quorum as declared by Chairman Carlson.

ACCEPT COUNTY BOARD MINUTES

The Chairman Carlson asked for any corrections and to accept the February 21, 2017 County Board minutes. *It was moved by Paul Schmitz and seconded by Donna Hibbetts to accept and place on file the minutes for the February 21, 2017 County Board Meeting.* The motion carried.

PETITIONS, RESOLUTIONS, ORDINANCES OR PROCLAMATIONS-

RECLASSIFICATION and those items addressed during the committee reports.

Presented for adoption was Ordinance O2017 ZN 003 for the reclassification of property from Ag-1 District to a Commercial-2 District to create a sports training center by Matthew and Megan Scales of the property in Taylorville Township parcel # 17-13-24-2000-002-01 and that it would revert back to Ag-1 District if training center stops operating. *A motion was made by Aaron Allen and seconded by Ben Curtin to adopt O2017 ZN 003 and dispense with the reading.*

A roll call vote being necessary polled the following: Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts, Ashley Linton, Mike McClure, Vicki McMahan, Chad Michel, Paul Schmitz, Phil Schneider, Marilyn Voggetzer, Matt Wells, Molly Alaria, Aaron Allen, Timothy Carlson, Craig Corzine (16) yea; (0) nay; (0) absent. The motion carried.

PUBLIC COMMENTS

Carl Spengler was given the floor to comment on the most recent trust money given to the Animal Control Department. As a trustee for that trust, he stated that the money was not given for a dog park. It must be used for the benefit of the animals at the shelter. In further discussion, *a motion was made by Chad Michel and seconded by Becky Edwards that those specific funds are not for salaries or a dog park and only for the health and welfare of the animals.* The motion carried and Mr. Spengler would be notified on any other type of expenditure project. The money is in a segregated animal control account. Any interest earned stays in that account. Although a separate account, the county board would make the decisions as to the expenditure as long as it follows the designated items.

COMMUNICATIONS

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

- 1- The Prevailing Wage report remains the same as the July 2015 rates would prevail.
- 2- The February 2017 Public Defender's report is on file.
- 3- The Treasurer's report ending 02/28/2017 is on file in the Clerk's office.
- 4- The February 2017 Local Solid Waste Fees Fund Report is filed with the Clerk.
- 5- A letter and check was received from New Wave Communications with a fourth quarter franchise check in the amount of \$1,951.07.
- 6- Received were letters from IDOT of disbursements or allotments for MFT County and Road Districts.
- 7- Letters were received from IEPA for the 5 Oaks permits for specific wastes and construction disposal and are on file in the Clerk's Office.
- 8- A letter and transportation stats from CEFS was received for public transportation.

APPROVE COMMUNICATIONS AS READ

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

COMMITTEE REPORTS

ACCEPT & FILE COMMITTEE REPORTS AS PRINTED

A motion was made by Becky Edwards and seconded by Charles DeClerck to accept & file the committee reports as printed. The motion carried.

HIGHWAY/BUILDING/GROUNDS/ENVIRONMENTAL/ZONING AND WELFARE COMMITTEE—March 13, 2017. The report was given by Phil Schneider.

HIGHWAY BUSINESS

Project Updates:

- Repairs to Mt. Auburn Bridge No. 7 (Section 13-10114-00-BR) are nearly complete. All the piling and railing repairs have been completed and the contractor is finishing riprap and shaping dirt.
- A pre-job for the County Highway No. 12 (Bear Creek Rd) recycling and overlay project is scheduled for March 23rd. This project will get started as soon as the weather permits. Due to the nature of the work, there will be some temporary partial closures of the roadway during construction.
- Craig Corzine inquired about Assumption Bridge #17. Cliff indicated ROW is moving forward and they hope to have that acquired yet this spring.
- Phil Schneider indicated he has had inquiries about improving the visibility at the East end of the Bear Creek Road (County Highway No. 12). Cliff indicated he had discussed this issue with the District Traffic Engineer and he will allow us to put up a County Highway Marker on one of IDOT's existing sign posts on IL Rt. 29 to help with locating the intersection after dark. They will not allow us to add reflectors or reflective sheeting to the stop sign post. The Highway Department will erect the County Highway Marker and we will see if this helps the situation.
- Culvert quotes and used equipment bids will be on the agenda for next month's meeting.

BUILDING BUSINESS

- Circuit Clerk Julie Mayer reported a space option for jury trial exhibits. Since the small fire at the document storage location a couple of months ago, she had been looking for other options initially at the Solid Waste building and basement of the Jail. While Zach Hicks was building the Probation conference room, extra space could be made for these exhibits. As construction was in process, a decision needed to be made quickly. After conversations with Phil Schneider and Tim Carlson, construction proceeded. This will be paid for from the document storage fund.
- Also, during the Probation project, it made sense to extend the wall to enclose the break room. It would not cost any more than was estimated in the entire project. After conferring with Phil and Tim, the project proceeded.

NATIONAL DAY OF PRAYER BIBLE READING MARATHON

The annual request from Melissa Jones of the Christian County National Day of Prayer Taskforce requested was received for permission to conduct the marathon Bible reading under the north portico from April 28 through May 2. *A motion was made by Phil Schneider and seconded by Matt Wells to approve the event. The motion carried.*

RECYCLING BIN USAGE TO BE DECIDED BY SMALLER ENTITIES

Joe Stepping reported that as the contract with Advanced Disposal would be expiring in April, he has been explaining to the participating villages and cities the termination of the County's Solid Waste sponsored drop off recycling program. Joe has offered to all the entities the use of the recycling bins, but they must make arrangements with a hauler or other businesses for the pickups and the costs associated with the pickups of the recycled materials. The County will allow the use of the bins for those interested in continued recycling drop offs. The County will implement a hold harmless agreement with each participating entity.

At this time, Edinburg, Tovey and Owaneco will not continue to provide the drop off program bins. Assumption, Stonington and Mount Auburn will use the blue drop off bins. Pana, Taylorville and Morrisonville have not made any decisions that are known as of this date.

Beckie and Ed Cleeton attended the meeting noting that they will be developing a trial curbside program in Taylorville and other areas. Residents would not have to be a Cleeton's customer to participate in the recycling curbside service. They will make the details available soon.

Currently, the County has in place a recycling contract with Waste Management for the schools and the county buildings. Additionally, the new owners of Midstate Salvage will offer a continuation of the drop off recycling effort at their facility in Taylorville. Although the county is ending their funding, we are glad there will be options to continue recycling. *A motion was made by Phil Schneider and seconded by Becky Edwards to allow the contract with Advanced Disposal to terminate therefore reducing the annual expenditure of about \$70,000.* The motion carried.

EXECUTIVE/PERSONNEL COMMITTEE –No meeting.

AUDIT/FINANCE COMMITTEE- 03/16/2017-Minutes read by Becky Edwards. There were no public comments.

CLAIMS

The committee members reviewed and signed all claims. *A motion was made by Becky Edwards and seconded by Chad Michel to approve the claims as presented for March.* A roll call vote being necessary polled the following: Charles DeClerck, Becky Edwards, Donna Hibbetts, Ashley Linton, Mike McClure, Vicki McMahon, Chad Michel, Paul Schmitz, Phil Schneider, Marilyn Vogetzer, Matt Wells, Molly Alaria, Aaron Allen, Timothy Carlson, Craig Corzine, Ben Curtin (16) yea; (0) nay; (0) absent. The motion carried.

CHRISTIAN COUNTY PUBLIC TRANSPORTION

Susan Love, Transportation Director spoke to the Committee about the possible expansion route to Springfield. They have had many requests such as going to doctor appointments and other types of appointments. They will be studying the viability of the expansion. A ridership report was also submitted for review showing December with 64 riders and January down a bit at 45 riders. She also presented an Intergovernmental Agreement and Ordinance for the FY 7/1/2017 through 6/30/2018. This is a standard agreement for the expenditure of the Federal Section 5311 and Downstate Public Transportation Funds. CEFS Economic Opportunity Corporation manages the Central Illinois Public Transit for Christian County as well as several other adjoining counties. Susan Love reported to the Board that just today they received notice that funding was approved for five new vehicles. A question was asked about the monthly rate with an explanation of anywhere in Christian County for as many trips as needed for a flat \$45/month fee. *A motion was made by Becky Edwards and seconded by Aaron Allen to adopt the Intergovernmental Agreement as submitted and dispense with the reading.* A roll call vote being necessary polled the following: Becky Edwards, Donna Hibbetts, Ashley Linton, Mike McClure, Vicki McMahon, Chad Michel, Paul Schmitz, Phil Schneider, Marilyn Vogetzer, Molly Alaria, Aaron Allen, Timothy Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, (15) yea; Matt Wells (1) nay; (0) absent. The motion carried. *A motion was made by Becky Edwards and seconded by Molly Alaria to adopt the Ordinance as submitted and dispense with the reading.* A roll call vote being necessary polled the following: Donna Hibbetts, Ashley Linton, Mike McClure, Vicki McMahon, Chad Michel, Paul Schmitz, Phil Schneider, Marilyn Vogetzer, Molly Alaria, Aaron Allen, Timothy Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards (15) yea; Matt Wells (1) nay; (0) absent. The motion carried.

MOBILE HOME TAX SALE CERTIFICATE OF PURCHASE

Treasurer Betty Asmussen presented Resolution R2017 TR 005 to adopt pursuant to the public auction purchase of taxes for a mobile home to Stephanie J. Ashlock in the amount of \$695.00. The County shall receive \$250.00 for the return of the certificate of purchase. There is no real estate involved in this transaction. *A motion was made by Becky Edwards and seconded by Chad Michel to adopt R2017 TR 005 and dispense with the reading.* A roll call vote being necessary polled the following: Ashley Linton, Mike McClure, Vicki McMahon, Chad Michel, Paul Schmitz, Phil Schneider, Marilyn Vogetzer, Matt Wells, Molly Alaria, Aaron Allen, Timothy Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts (16) yea; (0) nay; (0) absent. The motion carried.

2016 AUDIT REVIEW

Rich Hooper, Iris Noblet-Crites and Adam Mathis attended the meeting and distributed copies of the 2016 Audit. Rich Hooper made references to various pages noting the responsibilities and procedures of the County Board and the Auditors. Based on the risk assessments the auditors record the opinion.

- An item of concern was discovered in Item b) (Page 92) relating to the payroll withholding and other payroll related payments during 2016 that were not submitted to the applicable agencies/agents. This item of concern was the “failure to make a proper federal tax deposit ” resulting in a penalty in the amount of \$12,806 (which the Board was not aware of) when the County Clerk failed to make the appropriate payroll tax deposits for January, 13, January 27, January 29 and February 10, 2016. These payroll deposits were paid on February 22, 2016 using an account known as an “agency account or an in/out account” that takes in money from the employee deductions such as social security, federal/state taxes, and any other deductions that may be taken from their checks (which then should go right back out to all the various entities collecting those funds). And although the County Clerk was told to pay the \$12,806 fine several times by the Auditors, it was not paid until August, 2016. A claim has not been received from the County Clerk to repay this money nor has it been discussed where this money will come from.
- Further there appears to be an over-payment/under payment of IMRF funds that have still not been reconciled. (Please see Page 92, Item c). This information created a lot of questions from most of the committee members.
- Other issues were also mentioned. Questions will be or have been referred to the States Attorney for his review.
- The Auditors announced that the final deficit number is for 2016 was \$149,248 and would have been \$491,648.00 had the County not received \$342,400 from Ameren.
- The Health Department no longer needs a single audit and is included in the County audit.
- Mr. Hooper will attend the full County Board meeting and Becky Edwards gave him the floor at the full board meeting. The following were the comments from the board meeting by Mr. Hooper.
 - The overall auditors opinion is found on pages 1,2,3. Basically it is an unmodified opinion or a clean opinion and all the major funds are stable.
 - Page 92 notes the payroll liability process that affected several processes due to the conversion. Also the penalty of the tax deposits in January and February 2016. The IRS penalty was received in July of 2016 and paid 8/5/2016 from the clerk’s agency account. That money needs to be reimbursed to the agency account by the County.
 - IMRF corrections were made throughout the year. Their advice to the County is to keep their own file of the ACH from each bank for at least three years.
 - Page 94 concerns capital assets. This is the inventory of the county and it was noted that many records are missing or lacking. It should be updated annually and by office including replacement costs.
 - There was one compliance issue of over expenditure in the 911 fund, but that was during the consolidation when extra funds came in –grant money received and went out—expended but not shown in the budget.
 - Physically the county general fund deficit is at \$149,000 which could have been over \$404,000 if the county was not in receipt of the Ameren money for an easement. It has operated with a \$400-500,000 deficit for several years. “The problem is the biggest expenses are services of which the county provides and services rely on people and people cost money. It is not just Christian County experiencing the problems.

Questions in response to the repayment to the agency account were discussed. The amounts of issue are the penalties for delay in payment for taxes in the amount of \$12,806 and \$4,777 to IMRF for underpayments due to the payroll conversion incorrect calculations. The problem was after those first few payrolls, no AP checks were being generated, and therefore, no payments were able to be made from the agency account. Appeals have been filed with the IRS to reduce or excuse the penalty, but any results are unlikely due to the untimeliness. Both penalty payments have been made to the IRS and IMRF, but the reimbursement to the agency fund has not been made as of this date for the IRS penalty. The payroll taxes were paid February 22, the penalty statement was received July and then paid from the agency account in August. A lengthy discussion was held about procedures, the delay in payment regardless of the

calculations not converting the taxes owed by both sides. Taxes are owed three days after the payroll is cut and incorrect amounts can be reviewed and corrections made at a later time after the payment would have been paid. As a concern for the employees, the corrections and collections or repayments have all been completed with only a few exceptions. The W-2's were correct. County Clerk Mense noted she had asked but was still not sure where the reimbursement was to come from. Mr. Hooper noted he will put protocols in place for the future. Right or wrong, questions, issues or opinions, the fact is the agency fund needs to be reimbursed by the county fund. This is an operating account as fees and deductions taken in but money would then be paid out. The claim was prepared for approval at this meeting. It was questioned if action needed to be taken tonight or should it be taken it back to the finance committee. One response was it could be but for what purpose and another the amount just needs to be returned to the agency account. The agency account holds many collections from the County Clerk's office. Then a motion was made by Chad Michel to get it finished and to pay the \$12,806 from contingency to reimburse the County Clerk's agency fund with a second by Paul Schmitz. A roll call being necessary polled the following: Yea—Chad Michel, Paul Schmitz, Marilyn Voggetzer, Aaron Allen, Tim Carlson, Charles DeClerck, Ben Curtin, Mike McClure, Donna Hibbetts (9); Nay—Vicki McMahon, Phil Schneider, Matt Wells, Molly Alaria, Craig Corzine, Becky Edwards, Ashley Linton (7); absent (0). The motion carried.

OFFICE SUPPLIES

Discussion was held about the office supplies with a request from Becky Edwards that we form a committee (hoping to utilize employees input) to start working toward consolidating/reducing the amount of dollars spent on office supplies within the next six months. A motion was made by Becky Edwards and seconded by Paul Schmitz to create a department head/employee committee to research and brainstorm how to consolidate office purchases and have a central distribution location as well as a second motion to appoint Vicki McMahon to chair that committee with department heads. States Attorney Havera asked to address two points-- 1- motion from the committee and 2- the 5% motion of the budget. His duty is to advise the Board with a legal standpoint. It is not his decision to make, it is the County Board's decision. A month ago a packet was distributed which stated statutes, examples and offered advice. He noted, "I just inform you of the law". One of the issues in that packet detailed central office supplies and it states it cannot be done for the elected office holders excluding the coroner and sheriff. His advice of case law is that it cannot be required for other elected offices. It was questioned, "If all County Board members and offices agree, then we still can't do it because it is against the law?" The response was the law is the law. The choice is decided by the Board. A motion was on the floor but with no second for the motion to appoint a chair and no action was taken. Becky Edwards statement that everyone on the County board and Department Heads need to realize that they have blown through \$1.5 million in the last three years and have \$3.4 million left leaving the County broke in five to six years. With that said, a motion was made by Becky Edwards and seconded by Vicki McMahon to table this discussion knowing that when the finance committee begins budget hearings in May a 10% reduction will be requested of all departments within the general fund.

States Attorney spoke again on the responsibilities of the Board giving elected office holders enough money to do their duties statutorily. The department heads have cut for a decade and the revenues have decreased. Suggested was a committee to be established to generate revenue or economic development. Budgets are about 85% salaries. If we cut 5% it goes into people—how many \$19,000 salaries and benefits do we cut? What about public safety positions? Cutting budgets will affect services to the citizens. A question about public safety was asked with the response of Sheriff's budget being in 2011 budget cut to bare bones. As long as there are no problems, we barely get by. Deputies, more than one per shift is important and a safety issue, dispatchers are required to be there 24/7 with two on shift and with only jailers, if they are cut then we would eliminate the federal inmates which amounts to about \$300,000 a year.

Aaron Allen noted that each year there is about \$333,865 that is budgeted and never anticipated to spend. Examples are if 16 employees who waive insurance at \$8500 that is \$136,000; \$100,000 in contingency that is in the Board's control; new the sheriff's fees will be up \$16,000 and \$50,000 from court security staffing changes; the Pictromony will take a few years; and offices who give back portions of their budgets. A question by Matt Wells; even with those numbers not spent, how are we still in the deficit column?

No action was taken on any motions.

[in committee]

The final discussion was about the request in 2016 by the Audit/Finance Committee who recommended in the Memo for the FY2017 Budget Hearings “that you make every effort to reduce your budgets by 10%. I prepared a spreadsheet showing the total number of dollars appropriated to each department from 2015 thru 2017 with the last two columns showing what the county could have saved had the budget been reduced by 10% in 2017 as requested by the Audit/Finance Committee. (Each board member should have a copy of this spreadsheet.) As you can see, there were none that achieved 10% and a few that reduced their budget minimally or increased their budget.

AMEND 2017 BUDGET BY REDUCING 5% THIS YEAR-[in committee, not at full Board]

Accordingly, Becky Edwards made a motion to amend the 2017 budget requiring the elected officials of each department to reduce their budget by 5%. Vicki McMahon seconded the motion – the motion was carried by Becky Edwards, Matt Wells, and Vicki McMahon with Aaron Allen and Paul Schmitz voting “no” to move it forward to the Board for approval.

NEW OR UNFINISHED BUSINESS: Chairman Carlson read a letter of resignation from Russ Winans from his volunteer assistance with the posting on the website. With new updates and requirements for website on the horizon, he has respectfully resigned effective 11/30/2017. He created the County’s website for a minimal fee and has received \$500/year to update monthly or as needed by our department heads. Mr. Winans noted that his stipend has been donated to a non-profit organization within our county.

A letter of resignation was read from Brenda Beavers as she resigned from the South Fork Sanitary District.

MILEAGE AND PER DIEM REPORT:

A motion was made by Chad Michel and seconded by Paul Schmitz to approve the mileage and per diem report for the month of March 2017. The motion carried.

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

APPOINTMENTS/REAPPOINTMENTS:

Reappoint Albert Eyman-2017 to 2020; JoAnn Howard-2016 to 2019; Steve Sipes-2016-2019 to Zoning Board of Appeals. [A question of compatibility of Mayor and Zoning Board of Appeals positions was asked and will be addressed if the mayor is re-elected.]

- *A motion was made by Ben Curtin and seconded by Phil Schneider for the re-appointments to the Zoning Board of Appeals. The motion carried with one opposed.*

Appoint Daniel Bland to 911 Board thru 11/2018

- *A motion was made by Paul Schmitz and seconded by Chad Michel to appoint Daniel Bland. The motion carried.*

Appoint Allen Lauher as South Fork Sanitary District President-2017-2020

- *A motion was made by Ben Curtin and seconded by Ashley Linton to appoint Allen Lauher to South Fork Sanitary District. The motion carried.*

Reappoint Brian Wilbur as South Fork Sanitary District Trustee 2016-2019

- *A motion was made by Ben Curtin and seconded by Molly Alaria to reappoint Brian Wilbur to South Fork Sanitary District. The motion carried.*

ANNOUNCEMENTS/OTHER:

Craig Corzine informed the Board of a group from Western Illinois University to develop committees for town cleanups and economic developments. No population requirement

ADJOURNMENT

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