

**EXECUTIVE/PERSONNEL/LIQUOR COMMITTEE**  
**March 8, 2021**

Present: Craig Corzine, Committee Chairman, Ray Koonce, Bryan Sharp,  
Gene Price  
Via [freeconferencecall.com/](https://www.freeconferencecall.com/) Dave Puccetti

Absent: None

Others present: Matt Wells, Linda Curtin, Michael Gianasi, Vince Harris, Katrina  
Dietrich, Jan Bland and Elizabeth Hile in attendance.  
Via [freeconferencecall.com/](https://www.freeconferencecall.com/) Sarah Carlson

The Executive, Personnel, and Liquor Committee met on Monday, March 8, 2021 at 6:30 p.m. in County Board meeting room with a 19 person limit, 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. There was a quorum.

**ILLINOIS COUNTY BOARD MEMBERS ASSOCIATION**

County Board Chairman Wells stated he had been contacted several times asking if the County would be interested in becoming members in this organization again. The County has been a member in the past but discontinued membership about 4 years ago. The County is currently a member of United Counties Council of Illinois. Members discussed feasibility of belonging to two groups that provide essentially the same services. It was the consensus of the Committee not to pursue a new membership at this time.

**REQUIREMENT OF REDISTRICTING AND SIZE OF BOARD MEMBERS DUE TO 2020 CENSUS NUMBERS**

State Statute requires completion of reapportionment, determining the size of the county board and districts, is July 1, 2021 or the day after the regularly scheduled July meeting of the County Board. The 2020 Census information will not be available until September or October of 2021. Several members commented the size of the board seemed to work well. A motion was made by Ray Koonce and seconded by Bryan Sharp to approve and recommend to the full Board to leave the size of the Board as is and to delay redistricting until the 2020 Census numbers were available. A roll call vote polled all ayes. The motion carried.

**ATTENDANCE AT COUNTY BOARD MEETINGS FOR COUNTY BOARD APPOINTED/HIRED DEPARTMENT HEADS.**

County Board Chairman Wells would like appointed department heads to be present at meetings or minimally at all County Board Meetings unless excused. It was the consensus of the Committee that this is something they also feel is warranted and expected. This has been proposed in the CB Rules for review.

**REVIEW OF CHANGES TO COUNTY BOARD RULES**

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All members received a copy of suggested changes to the current Rules of Order of the Christian County Board Members. The following are the proposed changes:

- The Chairperson of the County Board will select the committee chair the Executive, Personnel, and Liquor Committee as is done for the other standing committees. (1/2021). *All County Board appointed and hired department heads/supervisors shall attend all County Board meetings and any committee meeting as requested unless excused by the Board Chair or Committee Chair.*
- *Board appointed/hired* department heads shall discuss probationary employees before said employee is hired on a permanent basis.
  - *Elected office holders of which the CB sets salaries: If an elected office holder chooses not to run for their position, the board shall reduce the starting salary of that position by 10%.*
  - *Residency is a condition for employment as described in the personnel handbook. Only a professional skill will qualify for petition to waive and approved by the Personnel Committee and the full County Board.*

### *Liquor*

- The Board Chairman *as the Liquor Commissioner* is automatically the chairperson of this committee and shall include the five members of the Executive Committee to serve in an advisory capacity with the Chairman in performing functions of this committee. *The Chair of the Exec/Personnel/Legislative/Liquor Committee shall have the authority to full fill the duties of the Board Chairman/Liquor Commissioner at his/her request without action from the Board.*
- To alert County Board members of meetings involving ~~the Illinois Association of County Board members and Commissioners of the State of Illinois and United Counties Council of Illinois [UCCI].~~ We recognize UCCI as an affiliate organization who provides information on legislative issues and member training. *All Board members are eligible to attend.*
- ~~The Chairperson of the County Board shall inform all County Board members of all IACO Zone 3 Meetings. All Board members are eligible to attend.~~
- *Redistricting:* To determine precinct boundary changes so that for each election, each precinct shall be as near as practical in following the state statutes and to prepare proper maps showing boundaries and resolutions for Board action, at the direction of state statute, at the regular June meeting.
- *To oversee and be updated on IMRF changes by supervise the local administration, Board appointed (Authorized Agent)* of the municipal retirement system of the State of Illinois.
- Contact any Audit/Finance member prior to the ~~Thursday~~ *regular* Audit/Finance committee meeting OR
- Attend *the monthly* Finance meeting ~~on that Thursday~~ OR
- Call County Board Office prior to the *regular monthly* ~~Thursday~~ Audit/Finance committee meeting

A motion was made by Craig Corzine and seconded by Gene Price to approve and recommend to the full Board suggested changes to the Rules of Order of the Christian County Board Members. A roll call vote polled all ayes. The motion carried.

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### ETHICS APPOINTMENT(S)

County Board Chairman Wells indicated that a former county board member, Clark Pearce, was noted as a member of the Ethics Board. When Clark resigned from the Board, he also resigned from any other obligations. It should be noted that upon election to the Board, a replacement appointment to the Ethics Board should have been made at that time. County Board Chairman Wells will find a replacement to the Ethics Board for full Board approval.

**ANIMAL CONTROL REQUEST FOR TAYLORVILLE HIGH SCHOOL STUDENT INTERN**  
Vince Harris was recently contacted by a Taylorville High School student expressing interest in a student intern position working two hours a day at the animal control. Vince advised that the rate of pay would be \$11.00 and is supported in his budget. A motion was made by Ray Koonce and seconded by Bryan Sharp to approve participation in the Student Intern program and forward to the Finance Committee for recommendation. A roll call vote polled all ayes. The motion carried.

### EMA DIRECTOR CONTRACT

County Board Chairman Wells advised that Greg Nimmo, Director for the Christian-Montgomery Emergency Management (EMA) Services resigned effective Friday, March 12, 2021. County Board Chairman Wells asked the Committee if they wanted to continue participation in the Intergovernmental Agreement with Montgomery County to share that position which expires November 30, 2021 or provide 90 day notice to terminate the Agreement. A motion was made by Craig Corzine and seconded by Ray Koonce to approve and recommend to the full Board to direct County Board Chairman Wells to provide 90 day notice to dissolve the Intergovernmental Agreement between Christian and Montgomery Counties for the Consolidated Emergency Management Agency (EMA) services. A roll call vote polled all ayes. The motion carried.

### JOB DESCRIPTION FOR MAINTENANCE SUPERVISOR

The Maintenance Supervisor has been vacant for some time and needs to be filled. The County Board Chairman would like permission to advertise/post and fill position with the hope to have a recommendation to the full Board at the April meeting. The salary for this position is in the current budget. A motion was made by Ray Koonce and seconded by Gene Price to approve the County Board Chairman to fill position of Maintenance Supervisor and to forward to Finance Committee for a salary range recommendation. A roll call vote polled all ayes. The motion carried.

### PROCEDURES OF APPOINTMENT OF COUNTY CLERK POSITION

County Board Chairman Wells has been in contact with Ben Curtin with possible candidates for the County Clerk position as a result of the resignation of County Clerk, Mike Gianasi. Since COVID and the need for video/teleconferencing, Mike assumed duties related to setup and running of the video/teleconferencing equipment but this is not something required by law. The County Clerk's responsibilities are only to take the minutes of the County Board's monthly meetings. County Board Chairman Wells advised that his new Administrative Assistant will learn how to operate video/teleconferencing equipment but in her absence, he would like to have a backup and will check with the other offices, Circuit Clerk and County Treasurer, to see if one of the chief deputies would be interested in being the backup for video/teleconferencing.

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HIRE CONSULTANTS

Jan Bland’s retirement date is Friday, March 19, 2021. Due to meetings this week and County Board Meeting next week reducing transition training time, County Board Chairman Wells would like approval to pay Jan as a consultant for 1 week after her retirement working 20 hours at an hourly rate of \$37.50 or \$750. Motion was made by Bryan Sharp and seconded by Gene Price to approve paying Jan Bland as a consultant for 1 week/20 hours at an hourly rate of \$37.50 or \$750 and to forward to the Finance Committee for recommendation. A roll call vote polled all ayes. The motion carried.

County Board Chairman Wells feels that a consultant may also be needed with the resignation of Greg Nimmo on a temporary basis to make sure all incoming bills are paid and order is maintained. A motion was made by Ray Koonce and seconded by Gene Price to allow County Board Chairman Wells to pay a consultant as needed at his discretion and to forward to the Finance Committee for recommendation. A roll call vote polled all ayes. The motion carried.

OTHER MATTERS

Vince also noted that the University of Illinois has spayed/neutered feral cats for animal control at no cost versus an \$88 fee. The University of Illinois has asked that a contract be signed. That contract is being reviewed by the States Attorney’s Office.

Ray Koonce advised the Committee that the Mental Health Board members met tonight and are off to a good start.

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A motion was made by Gene Price and seconded by Ray Koonce to adjourn and with a roll call vote of all ayes the motion carried. Meeting adjourned.

Respectfully submitted,  
Craig Corzine  
Executive/Personnel Chairman  
3/8/2021

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