

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

**April 11, 2022**

Present: Craig Corzine, Chairman, Ray Koonce, David Puccetti, Bryan Sharp  
Absent: None  
Others present: Matt Wells, Linda Curtin, Bev Graham, Mike Specha, Dale Livingston, Wes Poggenpohl, Betty Asmussen, Jacque Willison, Greg Seiders, Caitlin Sands, Vince Harris, Mike Lanham, Matt Lanham, Lucas Domonowsky and Elizabeth Hile in attendance.

The Executive, Personnel, and Liquor Committee met on Monday, April 11, 2022 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.

Committee Chairman Corzine thanked former Board member Gene Price for his service to the Board and Committee.

### **PUBLIC COMMENTS**

There were no public comments.

### **LOW INCOME HOUSING ORDINANCE**

Supervisor of Assessment provided State Statute information on low income housing ordinance. Chairman Wells wanted to provide this information for the Board to discuss whether to pass an ordinance to opt out of low income housing or not.

### **CARBON CAPTURE AND STORAGE ORDINANCE**

Chairman Wells commented that something needs to be in place as something could happen tomorrow. A comment was made about placing a moratorium on this project and whether or not it was something that could be done in by the committee or not.

Chairman Wells noted that any company could pay for a text amendment recommendation and that has to go to the ZBA. Bryan Sharp cited that according to the County Board Rules the committee's responsibility is "to act as liaison between the County Board and the various county officers where county or state rules and regulations are involved". States Attorney Poggenpohl noted that when a recommendation comes from the ZBA, the Board must act. He has been in contact with attorneys and there may not be much of anything that can be done because of the heavy regulation by State, Federal and EPA. Wes recommends that the County consider someone who specializes in these dealings and could have some names and costs in a few days.

Committee Chairman Corzine inquired if this committee could do a 6 to 8 month moratorium or if this should go to the ZBA. States Attorney Poggenpohl could not provide an answer at this time. Chairman Corzine feels something needs to be in place to protect the residents of Christian County.

Motion by Craig Corzine and seconded by Ray Koonce to recommend to the full Board, if the Board can do so, set a 6 month moratorium on this issue and if the full Board cannot pass a 6 month moratorium then to recommend and refer the 6 month moratorium on to the ZBA. Roll call polled all ayes. Motion carried.

Vince Harris noted that today was the last day to get items on the ZBA agenda.

#### ELECTED OFFICIALS SALARY ORDINANCE(S)/RESOLUTION(S) TO INCLUDE STIPEND, IF APPLICABLE. (ARPA FUNDS)

Treasurer Asmussen indicated the motions have already been set and ordinances are needed for IMRF.

Ray Koonce made a motion to recommend ordinances based on motions already approved but withdrew his motion as these motions have already passed.

Motion was made by Craig Corzine and seconded by Ray Koonce to go into Closed Session pursuant to 5 ILCS 120/2 (c) (1) ) to discuss appointment, employment, compensation, discipline, performance, or dismissal of specific employees and all subject matters relating thereto and to include the following persons to be present during all or part of such executive session namely, all Executive/Personnel committee members in attendance, all County Board members in attendance, Wes Poggenpohl, and Liz Hile.

The Committee went into Closed Session at 7:01 p.m.

The Committee returned to Open Session at 8 p.m. Roll call – Craig Corzine, Ray Koonce, David Puccetti and Bryan Sharp were present.

The Committee took a 5 minute recess.

#### PERSONNEL AND HIRING

Motion by Bryan Sharp and seconded by David Puccetti to recommend to the full Board to break out the work load on Vince Harris and separate Animal Control on its own, for Chairman Wells to meet with current Animal Control staff to advise on staffing needs and to bring Solid Waste/Zoning back to the court house with the Sheriff's permission. Roll call vote polled all ayes. Motion carried.

Motion by Ray Koonce and seconded by Bryan Sharp to recommend to the full Board to allow Vince Harris to hire and Educator and secretary at Solid Waste and to forward the salary range for the Educator to the Finance Committee. Roll call vote polled all ayes. Motion carried.

Motion by Ray Koonce and seconded by Craig Corzine to recommend to the full Board for Chairman Wells to discuss with staff additional staffing needed and to bring those recommendations back to the Personnel Committee. Roll call vote polled all ayes. Motion carried.

#### PREMIUM PAY

Treasurer Asmussen noted that premium pay, bonus pay, etc., had been brought up several times and she was bringing it back again. She advised that ARPA funds can allow premium pay for employees and read the U.S. Treasury's definition. She noted a lot of other counties have changed their mind and are now paying premium pay to their employees. She tailored a cost spreadsheet off the criteria

recently passed by the City of Taylorville and used a premium pay figure of \$2250 for each full time employee who met the qualifying criteria.

Motion by Ray Koonce and seconded by Bryan Sharp to approve Treasurer Asmussen's recommendation and to refer to the Finance Committee for review. Roll call vote polled all ayes. Motion carried.

The committee asked the Treasurer to also work numbers up for part time employees.

#### PERSONNEL HANDBOOK

Chairman Corzine indicated that the continuation of the Employee Handbook will be delayed until next month.

#### TIME CARD REPORT

The Committee asked that a report be provided of the departments that are not providing attendance records for payroll.

Liz Hile advised that for some departments the process that is being done has been done this way for many years. The coroner for example, which is one department that a payroll report only is received, is aware of when the deputy coroners go out and keeps track of those times. No individual attendance records for verification is provided as a result and she has never been advised that to do anything otherwise. At the Sheriff's department, the attendance records for the deputies and jailers are kept in house and not provided with payroll. Attendance records for the Sheriff's office and part time staff is received part of the time. Highway is hit and miss for being turned in with payroll and probation has made adjustments to get there sheets turned in for verification. The committee questioned why sheets aren't turned in timely and what needs to be done for departments to be in compliance.

#### ETHICS COMMISSION

As discussed in the review of the Personnel Handbook, a policy recommendation indicated the need for an Ethics Officer. The committee asked for the names of the Ethics Commission be reviewed. The current Ethics Commission appointed in 2021 is Mark Smith, Laura Wilkerson and Seth McMillan.

Motion was made by Ray Koonce and seconded by Craig Corzine to recommend to the full Board to allow Chairman Wells to make an Ethic Officer appointment. Roll call vote polled all ayes. Motion carried.

#### UCCI CONFERENCE

Committee Chairman Corzine provided notice of the UCCI Conference in Washington, D.C. May 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>. UCCI will reimburse up to \$3000 for 1 Board member to attend and up to \$3500 for 2 or more members to attend.

#### OTHER MATTERS

Bryan Sharp noted that in 2018 the full Board approved ZBA appointments for 3 year terms but those terms somehow became 5 year terms. He cannot find when the terms went to 5 years and was told that 2 previous chairs just did it. It was suggested that the County Clerk research this matter.

Ray Koonce noted that there was no quorum for the 708 Mental Health Board tonight. He would like to present an ARPA fund request next month for funding for Safe Passages and Drug Court/Mental Health next month.

Motion by Ray Koonce and seconded by David Puccetti to adjourn. All were in favor. Motion carried

Respectfully submitted,

Craig Corzine, Chairman  
Executive/Personnel Committee  
04/11/2022