

**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 **October 16, 2018**

*ATTEST: MICHAEL C. GIANASI, 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;

**ROLL CALL**

The roll call by County Board Chairman Tim Carlson showing all members present except Phil Schneider, Mike McClure and Chad Michel (arrived later) this did signify a quorum and was declared.

**ACCEPT COUNTY BOARD MINUTES**

Chairman Timothy Carlson asked for any corrections and to accept the September 18, 2018, County Board minutes. *It was moved by Vicki McMahon and seconded by Bev Graham to approve said minutes of the County Board Meeting.* The motion carried.

**PETITIONS, RESOLUTIONS, ORDINANCES OR PROCLAMATIONS-**

Any and all will be addressed at the committee report.

**PUBLIC COMMENTS-**

There were none.

**READING OF COMMUNICATIONS**

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

- 1- The Prevailing Wage report for October 2018 and it is placed on file in the Clerk's office and posted.
- 2- The September 2018 Public Defender's report is on file.
- 3- The Treasurer's reports ending 9/30/2018 are on file in the Clerk's office.
- 4- The Local Solid Waste Fees Fund Report for September 2018, is filed with the Clerk.
- 5- The September 2018 Motor Fuel Tax Allotment Transaction reports were received for both the County and Road Districts.
- 6- The August PCOM letter and report was received from CEFS.
- 7- Illinois Environmental Protection Agency sent a notice of a permit application for the Five Oaks Recycling and Disposal Facility.
- 8- Ameren Illinois notified the County of upcoming vegetation management activities in the Pana and Rosamond areas.

**APPROVE COMMUNICATIONS AS READ**

Chairman Timothy Carlson *called for a motion by Venise McWard and was seconded by Paul Schmitz to accept the communications as read.* The motion carried.

**COMMITTEE REPORTS**

**ACCEPT & FILE COMMITTEE REPORTS AS PRINTED**

*A motion was made by Vicki McMahon and seconded by Bev Graham to accept & file the committee reports as printed.* The motion carried.

**HIGHWAY/BUILDING/GROUNDS/ENVIRONMENTAL/ZONING AND WELFARE COMMITTEE—**No meeting

**EXECUTIVE/PERSONNEL COMMITTEE** —No meeting

## AUDIT/FINANCE COMMITTEE MEETINGS-Minutes read by Becky Edwards.

9/25/2018

### CONTINGENCY PAYMENT BACK TO CIRCUIT CLERK'S OFFICE

Due to an oversight from 2017 in payment to jurors, it was identified that a payment from contingency to the Circuit Clerk's agency fund should be made. During that year, the Circuit Clerk's office changed the payment process to the jurors rather than submitting payment to the County Clerk's office for payment. A motion was made by Becky Edwards and seconded by Marilyn Vogetzer to approve the expenditure or reimbursement back to the Circuit Clerk's office. A roll call being called for polled the following: Donna Hibbetts, Vicki McMahan, Venise McWard, Chad Michel, Paul Schmitz, Marilyn Vogetzer, Matt Wells, Molly Alaria, Bev Graham, Tim Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards; ( 14) yea: (0); nay; (2) absent; Mike McClure and Phil Schneider absent. The motion carried.

### HEALTH DEPARTMENT ADJUSTMENTS

Nancy Martin submitted budget adjustments due to the notice of grant funding. The Christian County Health Board approved her budget during the September meeting. She noted that a salary increase effective 12/1/2018 was included for the employees as it has been four years since any increase.

### BUDGET REVIEW

The Committee members began to review office by office, but without an estimated deficit number, further cuts would be difficult to analyze. Additionally, with all union contracts due for negotiations, there are no numbers inserted for any increases of that population. Some discussion was held as how to handle an increase or even if there should be an increase. Specifics of raises were not discussed. Non-bargaining salaries were not discussed. Another meeting was set so proposed budgets would be totaled designating the deficit. The FY2019 Proposed Budget needs to be on file 15 days prior to the November 20 County Board meeting. Changes can still be made during that period.

### CHAIRMAN'S SALARY

This topic has been discussed multiple times this year as well as being designated in February 2017 which changed the chairman's salary in 2020 to \$16,000 as proposed in a hand out given to the committee and the minutes reflected the 2020 date of change. As opinions and research on the ability and time frame to change the chairman's salary was pursued, some committee members felt the intention was to change it in 2018. During committee, Matt Wells motioned to change the chairman's salary to \$16,000 effective 12/1/2018 pending final review from State's Attorney Havera and was seconded by Paul Schmitz. No board action was taken at this time.

### UPDATES

- It was reported that since the State's Attorney's salary was increased by the State, the Public Defender's salary would also increase as well as being retro back to July 1, 2018.
- County Clerk Michael Gianasi reported that he just received word that Christian County would be eligible to receive \$15,062 as a HAVA grant for election upgrades.

Both of those figures will be submitted into the FY19 budget.

10/2/2018

### BUDGETS

- Chairwoman Becky Edwards began asking the members for comments or concerns in the proposed budget. Deputy cars and a few minor questions created some conversation then went to contingency dollars and the desire to discuss non-bargaining salaries.
- Prior to contingency and non-bargaining salaries, Paul Schmitz gave a report on the potential assessments from the former liability and work comp insurance carrier-Illinois Counties Insurance Trust [ICIT]. With \$75,000 in FY2018 budget and no assessments to date or expected for 2018, Mr. Schmitz noted that 2019 there is not expected to be any assessment either. The committee discussed to reduce the already reduced \$75,000 to \$50,000 to \$25,000 in case. If ICIT closed out, whatever the balance owed at that time, Christian County would owe about 9% for the 2001 trust and 19.71% for the 2009 trust. That is the unexpected. Paul Schmitz gave an updated report of the possibility if ICIT01

closed, Christian County would owe \$26,296. If ICIT09 closed, Christian County could receive a refund of approximately \$29,272.

- New money for a new grant writing group was discussed. As the economic development organization is just beginning since the dissolve of West Central Illinois Development Agency, hard facts are not yet available. Finance Chairwoman Edwards discussed proposed dollars needed by the County and why the County needs to participate. There are seven counties in this district [Christian, Shelby, Macoupin, Montgomery, Jersey, Greene, and Calhoun]. The organization will assist/write grants for any community in these counties (if the county is a member) for various infrastructure projects in the interest of economic development. It is the county's responsibility to participate for any local government entity to be eligible for the grant. The Economic Development Administration offers a matching grant in the amount of \$140,000 (50/50) so each of the seven counties would pay \$10,000 annually with the upfront formation cost for the new organization at approximately \$3,500. This will be discussed and voted upon at the next meeting.
- The Treasurer reviewed some of the numbers concerning the changes to the budget: Revenues up on the real estate tax rates, IMRF was down, County Clerk fees up where as other fees are down, health insurance this year was able to be reduced some per employee's cost to the county (it changes annually and could go higher next year as well as IMRF), County Board members salary and per diems were decreased for those newly elected or reelected.
- Office "0" was reviewed and changes submitted.

Prior to these discussions, the presented general fund budget deficit was approximately a \$22,000 deficit. Treasurer Betty Asmussen will substitute the committee's changes and send out a new balance of the general fund.

### 10/11/2018

#### CHAIRMAN'S SALARY FOR 2018

During the last committee meeting, the chairman's salary was motioned to be reduced this year (2018). After yet more review and opinions, State's Attorney Havera noted that even though this position is not an elected position by the public, but a chosen position of the membership, the elected official status stands for the salary to be set 180 days prior to the election. In February 2017, the chairman's salary was not changed for 2018, but for 2020. With the last motion being determined illegal to reduce the salary at this time, the motion from 9/25/2018 will be voided and no action was taken.

#### NON-BARGAINING SALARIES

As members discussed the non-bargaining salaries, it was pointed out that that group, too, had no increases for three or four years. Additionally, only a few management and mid-management positions are left for the County Board to determine their salaries. In May, the elected office holders, who had had no increase in four years, received a 2% increase which equaled about \$1,256 annually for the majority of them as department heads effective 12/1/2018. That same amount will be entered into the budget for the eligible department heads or mid-management personnel for 2018. Some positions are in steps and will receive different amounts.

#### CLAIMS

*A motion was made by Vicki McMahon and seconded by Venise McWard to approve the claims as presented for October. A roll call being called for polled the following: Vicki McMahon, Venise McWard, Chad Michel, Paul Schmitz, Marilyn Voggetzer, Matt Wells, Molly Alaria, Bev Graham, Tim Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts; ( 14) yea: (0); nay; (2) absent; Mike McClure and Phil Schneider absent. The motion carried.*

#### ACCEPT BIDS FROM DELINQUENT TAXES

A motion was made by Paul Schmitz and seconded by Venise McWard to accept the bids for the return of certificates on property parcel numbers 11-25-22-205-001-00 in Pana Township— resolution number R2018 TR 022 and 11-25-22-118-013-00 in Pana Township by resolution number R2018 TR 021. A roll call being called for polled the following: Venise McWard, Chad Michel, Paul Schmitz, Marilyn Voggetzer, Matt Wells, Molly Alaria, Bev Graham, Tim Carlson, Craig Corzine, Ben Curtin, Charles DeClerck, Becky Edwards, Donna Hibbetts, Vicki

McMahon; ( 14) yea: (0); nay; (2) absent; Mike McClure and Phil Schneider absent. The motion carried.

#### PUBLIC DEFENDER REAFFIRMED A FULL TIME POSITION

With the increase in the State's Attorneys' salaries this year, this offers to create an increase in the public defender's salary as well. The State pays 66 2/3% of the public defenders' annual salaries, if the public defender is employed full-time in that capacity. Their salary must be at least 90% of that county's state's attorney's annual compensation. While in that capacity, that public defender may not engage in the private practice of law. In order for the county to get the reimbursed dollars, they must reaffirm the position as full time. A motion was made by Becky Edwards and seconded by Bev Graham to reaffirm the position of public defender in Christian County to a full time position. The motion carried.

#### CYBER SECURITY NAVIGATOR PROGRAM

County Clerk Michael Gianasi spoke last month of the program through the State of Illinois. In order to participate and receive a \$15,070 grant, the County Board, County Clerk and State Board of Elections must sign a certificate of participation. The money can be used only for specific cybersecurity upgrades for election hardware, software, services, and other upgrades. Voting equipment and epollbooks are not approved expenditures. A motion was made by Becky Edwards and seconded by Donna Hibbetts to approve the signatures to participate in the Cyber Security Navigator Program. The motion carried.

#### ECONOMIC DEVELOPMENT ASSOCIATION

Chairwoman Edwards had attempted to bring more information back to the committee; however, her conference call with EDA was canceled. Venise McWard shared some information about other grant writers (for state programs) and did explain most grants were written by private companies. The EDA district is not just a grant writing organization, it is an organized district of seven counties (Christian, Montgomery, Macoupin, Greene, Calhoun, Jersey and Shelby Counties) which the EDA would offer support to planning organizations for the development and implementation for economic development projects as well as offer matching federal funds in the form of a grant. More will be reported as information is obtained.

#### SQUAD CARS

Chief Deputy Bruce Engeling explained that several years ago 12-14 cars were all purchased for the county and as they age, replacing all at once would not be possible. For several years he has submitted in the budget each year to purchase a replacement car or two. As just a reminder, deputies' cars may have a lot of miles on them, but that doesn't include the additional time the motor runs. The two cars are included in the budget.

#### BUDGET

After the changes from last week's meeting the County deficit was at \$4,406.00, Chairwoman Edwards suggested that we reduce the increased contingency amount of \$90,000 by \$4,500 in order to present a balanced budget to the County Board. With the members in agreement, that change will be added to the other minor changes for the Treasurer to insert into the FY 2019 proposed budget. A motion was made Becky Edwards and seconded by Paul Schmitz to recommend to the full Board to place the balanced budget on file in the County Clerk's office. The motion carried. Voting to pass the budget will be at the November 20 County Board meeting.

#### SECOND CLAIMS PERIOD

A note in advance for departments that the second claims period due date for November will be on Wednesday, November 28 at noon.

#### UPDATES

- In open session, the next meeting was scheduled for September 20<sup>th</sup> to review the budget. [Changed to September 25]
- Venise McWard noted that the new County website went online last week. Training will take place next week to allow several department heads to make changes on the website.
- A claim will be submitted for Russ Winans for his website service up to going live.

**NEW OR UNFINISHED BUSINESS:**

None

**MILEAGE AND PER DIEM REPORT:**

*A motion was made by Donna Hibbetts and seconded by Bev Graham to approve the mileage and per diem report for the month of October 2018. 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	1
Timothy Carlson	\$813.73		
Craig Corzine	\$200.00	\$50.00	1
Ben Curtin	\$200.00	\$50.00	1
Charles DeClerck	\$200.00	\$50.00	1
Becky Edwards	\$200.00	\$50.00	5
Bev Graham	\$200.00	\$50.00	1
Donna Hibbetts	\$200.00	\$50.00	1
Venise McWard	\$200.00	\$50.00	4
Mike McClure	\$200.00	\$50.00	1
Vicki McMahan	\$200.00	\$50.00	3
Chad Michel	\$200.00	\$50.00	1
Paul Schmitz	\$200.00	\$50.00	4
Philip Schneider	\$200.00	\$50.00	0
Marilyn Voggetzer	\$200.00	\$50.00	2
Matt Wells	\$200.00	\$50.00	3

**APPOINTMENTS/REAPPOINTMENTS:**

None

**ADJOURNMENT**

*With no other unfinished business to come before the Board, a motion was made by Chad Michel and seconded by Mike McClure to adjourn until **Tuesday, November 20, 2018** for the regular County Board meeting at 6:30 p.m. The motion carried.*