FINANCE AND ADMINISTRATION COMMITTEE

MONDAY, JUNE 13, 2022 5:00 PM

Jackson County Sheriff's Office Conference Room

Call to Order (5:00 PM)

Members Present:	Ashley, Erbes, Mueller, Rendleman and Snyder
Members Absent:	Comparato and D. Bost

Also present: Josh Barringer, Kenton Schafer, Robert Burns, Cleta Shirley, Chad Hill, Jennifer Lindsey, Liz Hunter, CJ Calandro

Calandro led the meeting in the absence of the Finance Chair.

Approval of Minutes

I. 22-7148 Approval of May 9, 2022 Minutes

A motion was made by Snyder, seconded by Ashley, to approve the May 9, 2022 minutes as presented. The motion carried by unanimous vote.

Chair's Report

Insurance

II. 22-7149 Work Comp Update

This item was saved for Executive Session.

III. 22-7150 Payment of HOPE Trust Dental & Vision Claims in the amount of $9,499.78

A motion was made by Rendleman, seconded by Ashley, to approve payment of HOPE Trust Dental & Vision Claims in the amount of $9,499.78. The motion carried by the following vote:

Yes: 4 - Ashley, Mueller, Rendleman and Snyder

Absent: 3 - Comparato, D. Bost and Erbes

IV. 22-7151 Payment of HOPE Trust Medical Administration Claim in the amount of $297,539.00

A motion was made by Snyder, seconded by Rendleman, to approve payment of HOPE Trust Medical Administration Claim in the amount of $297,539.00. The motion carried by the following vote:

Yes: 4 - Ashley, Mueller, Rendleman and Snyder

Absent: 3 - Comparato, D. Bost and Erbes

Finance

V. 22-7152 Payment of County Monthly Claims in the amount of $328,891.40

A motion was made by Rendleman, seconded by Snyder, to approve payment of County Monthly Claims in the amount of $328,891.40. The motion carried by the following vote:

Yes: 4 - Ashley, Mueller, Rendleman and Snyder

Absent: 3 - Comparato, D. Bost and Erbes

VI. 22-7153 Approval of On Demand Claims in the amount of $3,046.43

(Erbes arrived.) Mueller questioned the reason for the On Demand claims. Rendleman began a discussion about the use of the County credit cards and where the Board sees when the credit card is used each month. The County Administrator explained that the claim report provided each month has vendor and description columns that show the credit card usage. Several Board members want the information in a different form. The committee requested that they receive all credit card statements, from all departments, in addition to the regular claim reports. This conversation led to a discussion of fuel usage in the County. It was decided among the committee to request the Treasurer to provide a report of County fuel usage each month with the County claims report.

A motion was made by Erbes, seconded by Ashley, to approve the On Demand claims in the amount of $3,046.43. The motion carried by the following vote:

Yes: 5 - Ashley, Erbes, Mueller, Rendleman and Snyder

Absent: 2 - Comparato and D. Bost

VII. 22-7154 Payment of Board Member Travel Expenses in the amount of $3,292.53

A motion was made by Rendleman, seconded by Snyder, to approve payment of Board Member travel expenses with the amendment to add the 5/16/22 Building Taskforce meeting to Rendleman's per diem. The motion carried by the following vote:

Yes: 5 - Ashley, Erbes, Mueller, Rendleman and Snyder

Absent: 2 - Comparato and D. Bost

VIII. 22-7196 Sheriff's Office Budget Adjustment

Burns updated the committee on the reason behind the request, noting that fuel expenses have increased significantly since the budget had been approved. The committee discussed and voted to approve decreasing the requested amount of $150,000 to $100,000.

A motion was made by Rendleman, seconded by Erbes, to approve the Sheriff's Office Budget Adjustment in the amount of $100,000. The motion carried by unanimous vote.

IX. 22-7156 RFP for Auditor

The County Administrator updated the committee on the need to go out for bid on a three year contract for a County Auditor. The committee discussed the draft and asked the Treasurer what she thought. She stated that she and her staff would review it by Thursday. The committee requested the document be reviewed and approved by the State's Attorney Office.

A motion was made by Rendleman, seconded by Erbes, to approve recommendation to the full Board the RFP for Auditor pending any technical changes suggested by the Treasurer and legal review by the State's Attorney Office. The motion carried by unanimous vote.

X. 22-7155 Sheriff's Staffing

Burns commented that he was trying to stabilize his workforce and requested hiring three more employees for the jail with the money he currently has in his budget. There was a brief discussion between Burns and the committee members.

A motion was made by Mueller, seconded by Erbes, to approve the Sheriff's staffing request. The motion carried by the following vote:

Yes: 4 - Ashley, Erbes, Mueller and Snyder

Absent: 2 - Comparato and D. Bost

Abstain: 1 - Rendleman

XI. 22-7157 Solid Waste Opinion

Calandro commented that the committee could discuss the State's Attorneys opinion on Solid Waste or wait until the State's Attorney representative was present at the Legislative & Public Safety meeting to answer questions. Rendleman suggested that the Board get a second opinion on the issue. Erbes commented that the United Counties Council of Illinois (UCCI) organization could do it for free with permission from the County Board Chair. The committee discussed their options and came to the consensus to have Erbes reach out to UCCI for an opinion.

XII. 22-7158 Cash Summaries by Bank

This item was informational only.

XIII. 22-7159 Revenue by Department

This item was informational only.

Labor

Old Business

New Business

Executive Session

XIV. 22-7160 Executive Session under 2 (c) 2 & 11 of the Illinois Open Meetings Act to discuss Collective Bargaining and Litigation

(5:50pm) A motion was made by Rendleman, seconded by Erbes to go into Executive Session under 2 (c) 2 & 11 of the Illinois Open Meetings Act to discuss Collective Bargaining and Litigation. The motion carried by the following roll call vote:

Yes (5): Ashley, Erbes, Mueller, Rendleman, Snyder

Absent (2): Comparato, D. Bost

(6:16pm) Once out of executive session two separate motions were made.

A motion was made by Rendleman and seconded by Erbes to recommend approving the tentative collective bargaining agreement as presented. The motion carried by unanimous vote.

A motion was made by Erbes and seconded by Mueller to approve the work comp settlement recommendation. The motion carried by unanimous vote.

Rendleman and Mueller requested that an Executive Session for work comp be on all future finance agendas and that the County Administrator bring the work comp files for current cases to all future meetings.

Adjourn (6:21 PM)

Erbes moved and Snyder seconded to adjourn, motion carried.