

Finance and Administration Committee Meeting
Monday, January 8, 2024 5:00 PM
Jackson County Sheriff's Office Conference Room

Call to Order

(5:00pm)

Present: Snyder, Ashley, Rendleman, Battrell, Bost, Erbes

Absent: Comparato

Also Present: Kevin Lister, Kenton Schafer, Mary Beth Varner, Josh Barringer, Liz Hunter, Cleta Shirley, Joni Bailey, Chad Hill, Gene Basden

Snyder led the meeting in the absence of Comparato.

Approval of Minutes

I. 2024-7 Approval of November 13, 2023 Minutes

A motion was made by Ashley, seconded by Rendleman, to approve the November 13, 2023 minutes as presented. The motion carried by unanimous vote.

Chair's Report

Insurance

II. 2024-4 Work Comp Update

The County Administrator commented that the HOPE Trust bills would be on the full Board agenda due to the office not receiving them in time for the Finance meeting. She also mentioned that the Board office had begun working on the work comp audit and the yearly OSHA 300 Reports. Rendleman questioned if there were any current open work comp cases.

Finance

III. 2024-5 Payment of Board Member Travel Expenses

A motion was made by Rendleman, seconded by Bost, to approve payment of Board member Travel Expenses in the amount of \$2,868.09. The motion carried by the following Roll Call vote: YES (6): Snyder, Ashley, Battrell, Bost, Erbes, Rendleman

IV. 2024-6 Approval of On-Demand Claims in the amount of \$151,443.10

A motion was made by Erbes, seconded by Ashley, to approve the On-Demand Claims in the amount of \$151,443.10. The motion carried by the following Roll Call Vote: YES (6): Snyder, Ashley, Battrell, Bost, Erbes, Rendleman

Before voting, the committee discussed the unusually high amount which was due to the purchase of three vehicles. The committee also discussed various items in the report, including an earnest money payment.

V. 2024-8 Port District Funding Request

Basden represented the Port District and commented that they were requesting start-up funding from the

Jackson County Board in the amount of \$10K. He also mentioned that the Port District would be asking the Union County Board for the same amount in 2025. Rendleman questioned what the money would be used for. Basden commented that it would be used for grant matching projects and insurance costs. He also mentioned that they had discovered a dated bank account for the Port District and were getting more information on it, i.e. how much is in the account and who has access to it. Rendleman suggested that the committee wait until next month for a final decision, so they could have more information (on upcoming projects the Port District would be working on and if there was money available in a dated bank account that had been discovered). The committee came to the consensus to re-visit the request at the February Finance Meeting.

VI. 2024-9 Murphysboro Chamber of Commerce Funding Request

A motion was made by Rendleman, seconded by Battrell, to approve the Murphysboro Chamber of Commerce Funding Request in the amount of \$200.00. The motion carried by unanimous vote.

VII. 2024-10 Cash Summaries by Bank

The committee had a discussion on various things in the report and Hunter answered questions. Rendleman questioned the use of TB funds. Hill explained what the funds were used for.

VIII. 2024-11 Revenue and Expense by Department

No updates were given.

Labor

Old Business

New Business

Erbes questioned how advertisements (job postings, equipment sales, RFP's, etc.) were posted in the newspaper. The committee had a brief discussion of websites and various local newspapers, such as the County Journal, that were being used.

Executive Session

Adjourn

(5:43pm)

A motion was made by Bost, seconded by Rendleman, to adjourn the meeting. The motion carried by unanimous vote.