

**Finance and Administration Committee Meeting
Monday, December 8, 2025 5:00 PM
Jackson County Sheriff's Office Conference Room**

Call to Order

(5:00pm)

Present: Snyder, Rendleman, Erbes, Battrell

Absent: Bost, Ikner

Also Present: Mary Varner, Kevin Lister, Chad Hill, Joni Baily, Marsha Casico-Hale, Tamiko Mueller

Approval of Minutes

I. 2025-1151 Approval of November 10, 2025, Minutes

A motion was made by Erbes, and seconded by Battrell, to approve the November 10, 2025, Meeting minutes. The motion passed by unanimous vote.

Chair's Report

Insurance

II. 2025-1171 Payment of HOPE Trust Dental & Vision Claims in the amount of \$11,416.89

A motion was made by Battrell, and seconded by Erbes, to approve the payment of HOPE Trust Dental & Vision Claims in the amount of \$11,416.89. The motion passed by unanimous vote.

Finance

III. 2025-1182 Approval of Board Members Travel Reimbursement in the amount of \$2641.13

A motion was made by Rendleman, and seconded by Erbes, to approve the Board Members' Travel Reimbursement in the amount of \$2,641.13. Roll call vote:

Yes: Snyder, Rendleman, Erbes, Battrell

Absent: Bost, Ikner

IV. 2025-1152 Approval of On-Demand Claims in the amount of \$158,311.26

A motion was made by Erbes, and seconded by Battrell, to approve the On-Demand Claims in the amount of \$158,311.26. Roll call Vote:

Yes: Snyder, Rendleman, Erbes, Battrell

Absent: Bost, Ikner

V. 2025-1153 Delinquent Tax Resolution 2025-71 Parcel #5985

A motion was made by Rendleman, seconded by Erbes to approve Delinquent Tax Resolution

2025-71 Parcel #5985. The motion passed by unanimous vote.

VI. 2025-1154 Delinquent Tax Resolution 2025-72 Parcel #14-04-337-023

A motion was made by Rendleman, seconded by Erbes, to approve Delinquent Tax Resolution 2025-72 Parcel # 14-04-337-023. The motion passed by unanimous vote.

VII. 2025-1155 Delinquent Tax Resolution 2025-73 Parcel #6979

A motion was made by Erbes, seconded by Rendleman to approve the Delinquent Tax Resolution 2025-73 Parcel #6979. The motion passed by unanimous vote.

VIII. 2025-1156 Approval of Murphysboro Elks Lodge Flag Service

A motion was made by Erbes, seconded by Battrell, to approve the Elks Lodge Flag Service. It was decided to do 4 flags around the courthouse. The motion passed by unanimous vote.

IX. 2025-1157 Approval of Murphysboro Chamber of Commerce Membership

A motion was made by Battrell, seconded by Erbes, to approve the Murphysboro Chamber of Commerce Membership. The Committee requested that the staff looks into other Chamber memberships in the County. The motion passed by unanimous vote.

X. 2025-1168 Staffing Study

The committee had a lengthy discussion about a staffing study. They want to know what all is involved and what the process will cost.

XI. 2025-1169 Space Needs Study

XII. 2025-1164 Cash Summaries by Bank

XIII. 2025-1159 Revenue and Expenditure Report

XIV. 2025-1165 County General Fund 101 Summary

Battrell had some concerns about the IT Department. She believes the IT Department is understaffed and underfunded. She would like the board to consider supplementing the IT budget to allow for an additional help desk position. The consensus of the committee is to revisit this discussion in a few months.

Labor

Old Business

New Business

XV. 2025-1172 Specific Retiree Insurance Premium

A motion was made by Rendleman, seconded by Erbes, to authorize and direct the State's Attorneys Office to complete the arrangement with the retiree claim in accordance to the discussion in Executive Session.

Executive Session

A motion was made by Rendleman, seconded by Erbes, to go into Executive Session. The motion carried by unanimous vote.

XVI. 2025-1167 Executive Session 2 (c) 1 of the Illinois Open Meetings Act to discuss
Personnel

Adjourn

A motion was made by Erbes, seconded by Battrell, to adjourn the meeting. The motion passed by unanimous vote.

[MIN_SIGNATURES]