



Effingham County Board
101 N. 4th Street, Suite 301, Effingham, IL
217.342.4990

Tax & Finance
Committee of the Whole of the Effingham County Board
3rd Floor Board Room, Effingham County Building
Thursday, June 13, 2024 at 3:30 p.m.

MINUTES

TAX & FINANCE COMMITTEE OF THE WHOLE: Norbert Soltwedel Chairman, Sandi Gillet Vice Chair, Chris Keller, Dave Campbell, Josh Douthit, Doug McCain, Jeremy Deters, Tim Ellis, Elizabeth Huston

Committee Members Present: Chair N. Soltwedel, Vice Chair S. Gillet, D. Campbell, J. Douthit, T. Ellis

The meeting was called to order by Chair Norbert Soltwedel

1. Approve Minutes

- Member S. Gillet made a motion to approve the minutes. Member T. Ellis seconded. Unanimous. ***Motion carried.***

2. Unfinished Business

• ARPA Reports Review

A spreadsheet was provided to the board members with updated balances on requested funds from the entities. Chairman N. Soltwedel gave a brief update on the entities who have requested funds. It was suggested to send a letter to the entities about their unspent funds and to set a date to complete their current projects.

3. New Business

• Edgewood Fest

Carissa Yocum was present at the meeting to request a donation for Edgewood Fest. She provided flyers and the previous donation was \$1,000.00. Member D. Campbell made a motion to recommend to the full board the disbursement of \$1,000.00 from the Hotel/Motel fund to Edgewood Fest. Member J. Douthit seconded. Unanimous. ***Motion carried***

• Effingham Noon Rotary Annual Fireworks Display

The previous donation to the Effingham Noon Rotary for their annual fireworks display was \$1,000.00. Amanda McKay submitted a letter requesting a donation. Member T. Ellis made a motion to recommend to the full board the disbursement of \$1,000.00 from the Hotel/Motel fund to Effingham Noon Rotary annual fireworks. Member J. Douthit seconded. Unanimous. ***Motion carried.***

- **Dieterich 4th of July Fireworks**

It was noted Dieterich submitted a request for \$1,500.00 for their annual 4th of July fireworks. Member D. Campbell made a motion to recommend to the full board the disbursement of \$1,500.00 to the Dieterich 4th of July fireworks. Member S. Gillet seconded. Unanimous. ***Motion carried.***

- **Effingham County Hazard Mitigation Plan**

Pam Jacobs, EMA Director, spoke to the board about the renewal of the Effingham County Hazard Mitigation Plan. American Environmental assisted with the last renewal. The grant is paid 75% by FEMA and 25% by county match. Effingham County will have a consultant agreement with American Environmental Corporation. Pam is requesting approval for Effingham County to enter into the consultant agreement. Member J. Douthit inquired about the consultant fee and the total cost for the consultant fee could be as much as \$54,264.32. This cost would be considered professional services so an RFP is not required. Member J. Douthit made a motion to recommend to the full board to approve the Consultant Agreement between Effingham County and American Environmental Corp. for the Effingham County Hazard Mitigation Plan.

Member S. Gillet seconded. Unanimous. ***Motion carried.***

- **SCRIPDC-Business Resiliency Grant Management Agreement**

This is a follow up from the Business Resiliency Grant. Luke Eastin with SCRIPDC has requested Effingham County to approve the Grant Management Agreement. The cost for this grant management was \$9,247.00. Member J. Douthit made a motion to recommend to the full board to approve the Grant Management agreement with Effingham County and SCRIPDC. Member D. Campbell seconded. Unanimous. ***Motion carried.***

- **Circuit Clerk – Postage Machine**

Tammy Kreke, Circuit Clerk, informed the board the postage machine with the Circuit Clerk's office is currently under a lease. The lease agreement is in effect until 2027 and the monthly cost is \$232.94. There was discussion about the current lease with Circuit Clerks' office. It was decided to purchase one machine for the County and lease one machine with the Circuit Clerk's office. There was no action needed.

- **ClearGov- Budgeting Software**

Angie Thompson, County Board office Administrator, presented information on the ClearGov budgeting software. This software will assist all offices with the budget process. She noted that currently part of the process is manual which allows room for human error. It was stated that the Treasurer's office is currently looking into a new financial software. The new software will have the ability for budget prep. It was suggested to table the ClearGov software until the new financial software is in place.

- **Amended Ordinance- Salary Schedule**

- Victim Witness Coordinator

The Victim Witness Coordinator is a grant funded position. The grant renewal stated an increase to the annual salary for this position. The non-union salary ordinance needs to be adjusted to reflect this increase. Member S. Gillet made a motion to recommend to the full board to approve the amendment to the salary ordinance for the Victim Witness Coordinator position. Member T. Ellis seconded. Unanimous. **Motion carried**

4. **Appointments**

- Teutopolis Fire District – Duane E. Kremer (06/17/2024-05/2027)
Member J. Douthit made a motion to recommend to the full board to approve the appointment of Duane Kremer to the Teutopolis Fire District. Member D. Campbell seconded. Unanimous. **Motion carried.**

General Information/Public Comments

- Courtney Yockey with the Childcare Research Committee informed the board of 3 applications for the childcare scholarship. He stated one application was tabled for additional information, one application was denied for income and one application was recommended for approval. The committee has recommended to approve this application and the applicant has met the required criteria. Chairman N. Soltwedel stated this item will be placed on the county board's regular meeting without committee recommendation.
- Courtney Yockey updated the board on CEFS. They are currently still in need of a teacher and a site director. A teacher and site director must be hired by July 1st in order to proceed with the program and the playground project has been put on a hold.

5. **Closed Session**

- None

6. **Adjourn**

- Member T. Ellis made a motion to adjourn this meeting. Member S. Gillet seconded. Unanimous. **Motion carried**

Respectfully submitted,

Michelle M. Kollmann
Effingham County Clerk