



Effingham County Board  
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# EFFINGHAM COUNTY BOARD

## REGULAR MEETING

June 19, 2023 – 4:00 p.m.

### MINUTES

EFFINGHAM COUNTY BOARD MEMBERS: Joshua Douthit-District B, Chair, David Campbell-District D, Vice Chair, Norbert Soltwedel-District A, Tim Ellis-District C, Christopher Keller-District E, Elizabeth Huston-District F, Doug McCain-District G, Sandra Gillet-District H, Jeremy Deters-District I

#### 1. ROLL CALL, PLEDGE, PRAYER

- The County Board of Effingham County, Illinois met pursuant to a regular meeting on Monday, June 19, 2023 at 4:00 p.m. in the County Board Room, County Building, City of Effingham, and State of Illinois.  
The meeting was called to order by Chairman Josh Douthit. A moment of silence was given for former Effingham County Board Chairman and member Leonard Waldhoff. He served on the board for 20 years. The Pledge of Allegiance was said. Member Josh Douthit gave the prayer. Roll call was taken with the following Board Members present: Joshua Douthit, David Campbell, Norbert Soltwedel, Tim Ellis, Christopher Keller, Doug McCain, Sandra Gillet, Jeremy Deters.

#### 2. RECOGNIZE PERSONS WHO WISH TO SPEAK ON AGEND/NON-AGENDA ITEMS

- Phil Hartke, President of the Effingham County Fair Board, distributed the 2023 fair books to the board members and the elected officials. He thanked the Effingham County Board for their \$5,000 donation.

#### 3. CONSENT AGENDA ITEMS

- Member C. Keller pulled item "Approve Disbursement of \$1,000.00 in Hotel/Motel Funds to Effingham Noon Rotary 4<sup>th</sup> of July Fireworks." Chairman J. Douthit placed item as # 3A.
- Member C. Keller pulled item "Approve Disbursement of \$1,000.00 in Hotel/Motel Funds to Edgewood Fest." Chairman J. Douthit placed item as # 3B
- Member C. Keller pulled item "Approve Disbursement of \$1,500.00 in Hotel/Motel Funds to Dieterich 4<sup>th</sup> of July Fireworks." Chairman J. Douthit placed item as # 3C

- Member C. Keller pulled item “Approve Disbursement of \$5,000.00 in Hotel/Motel Funds to Effingham County Fair.” Chairman J. Douthit placed item as #3D
  - **CONSENT AGENDA APPROVAL**  
Member J. Deters made a motion to approve the consent agenda except for the items pulled on the agenda considerations. Member T. Ellis seconded. **Motion carried** on a roll call vote of 7 ayes; 0 nays.
  - **3A - APPROVE DISBURSEMENT OF \$1,000.00 IN HOTEL/MOTEL FUNDS TO EFFINGHAM NOON ROTARY 4<sup>TH</sup> OF JULY FIREWORKS.**  
Member C. Keller pulled this agenda item to abstain from the vote. Member D. McCain made a motion to Approve Disbursement of \$1,000.00 in Hotel/Motel Funds to Effingham Noon Rotary 4<sup>th</sup> of July Fireworks. Member N. Soltwedel seconded. Member C. Keller abstained. **Motion carried** on a roll call vote 6 ayes; 0 nays.
  - **3B - APPROVE DISBURSEMENT OF \$1,000.00 IN HOTEL/MOTEL FUNDS TO EDGEWOOD FEST.**  
Member C. Keller pulled this agenda item to abstain from the vote. Member D. McCain made a motion to Approve Disbursement of \$1,000.00 in Hotel/Motel Funds to Edgewood Fest. Member J. Deters seconded. Member C. Keller abstained. **Motion carried** on a roll call vote 6 ayes; 0 nays.
  - **3C - APPROVE DISBURSEMENT OF \$1,500.00 IN HOTEL/MOTEL FUNDS TO DIETERICH 4<sup>TH</sup> OF JULY FIREWORKS.**  
Member C. Keller pulled this agenda item to abstain from the vote. Member S. Gillet made a motion to Approve Disbursement of \$1,500.00 in Hotel/Motel Funds to Dieterich 4<sup>th</sup> of July Fireworks. Member T. Ellis seconded. Member C. Keller abstained. **Motion carried** on a roll call vote 6 ayes; 0 nays.
  - **3D - APPROVE DISBURSEMENT OF \$5,000.00 IN HOTEL/MOTEL FUNDS TO EFFINGHAM COUNTY FAIR.**  
Member C. Keller pulled this agenda item to abstain from the vote. Member J. Deters made a motion to Approve Disbursement of \$5,000.00 in Hotel/Motel Funds to Effingham County Fair. Member D. McCain seconded. Member C. Keller abstained. **Motion carried** on a roll call vote 6 ayes; 0 nays.
- 4. APPROVE UPDATE TO EMPLOYEE HANDBOOK TO INCLUDE ADDENDUM #3 DISABILITY – REASONABLE ACCOMMODATION POLICY WITHOUT COMMITTEE RECOMMENDATION**
- Aaron Jones, States Attorney, stated this update to the handbook was based on an audit with the Victim Witness Coordinator grant. The County has been following the Reasonable Accommodation policy but this update will include the language in the employee personnel policy handbook. Member C. Campbell made a motion to approve the update to the employee handbook to include the Addendum #3 Disability of Reasonable Accommodation Policy. Member S. Gillet seconded. **Motion carried.**
- 5. APPROVE VICTIM WITNESS ADVOCATE SALARY INCREASE IN RELATION TO INCREASE IN VIOLENT CRIME VICTIMS’ ASSISTANCE ACT GRANT AWARD WITHOUT COMMITTEE RECOMMENDATION.**
- This increase was discussed at the committee meeting. However, the increase was listed as a salary position and the Victim Witness Coordinator is considered to be an hourly employee. The adjustment was made to reflect the hourly rate of pay. Member J. Deters made a motion to approve Victim Witness Advocate salary increase in relation to increase in Violent Crime Victims’

Assistance act grant award. Member C. Keller seconded. **Motion carried** on a roll call vote of 7 ayes; 0 nays.

#### 6. ELECTION OFFICIALS REPORTS

- Michelle Kollmann, County Clerk, stated US Imaging has completed the project to digitize the records in the vault. Also, the office will start the process to “purge” the voters’ files which means new voter ID cards will be mailed to every registered voter in Effingham County.
- Paul Kuhns, Sheriff, noted his department is in the middle of a lot of transition with promotions and changes of employment.
- Aaron Jones, States Attorney, reported his office is continuing the process to go paperless. They are working with law enforcement to complete this change.
- Angie Thompson, County Board Administrator, gave a reminder that budget season is starting and spreadsheets will be sent out soon.

#### 7. COMMITTEE REPORTS

- Dave Campbell reported the annual audit has been completed and passed with the Effingham County Housing Authority.
- Norbert Soltwedel informed the board that on July 11, 2023 there will be a budget meeting with department heads to discuss the budget and levy.
- Doug McCain stated the new Health Dept Building is moving along.
- Sandi Gillet reported on the 377 Board. The board had their semi-annual meeting. It was noted they served 21 individuals and visited 17 business with a total of 13,643 hours provided. Josh visited the CSS building in Teutopolis and was pleased.

#### 8. PUBLIC COMMENT

- Courtney Yockey, informed the board about a couple of upcoming monthly webinars.
- Dave Campbell questioned when the website will be up and running. Josh will follow up on this.

#### 9. CLOSED SESSION

- Convene in closed session pursuant to Illinois Statute 5 ILCS 120/2(c)(11) in order to discuss ruling in litigation.
- Convene in closed session pursuant to Illinois statute 5 ILCS 120/2(c)(5) in order to discuss property purchase through rebuild round 3 grant.
- Member D. Campbell made a motion to go into Closed Session. Member C. Keller seconded. **Motion carried** on a roll call of 7 aye;s 0 nays.
- The regular meeting of the Effingham County board reconvened. Chairman J. Douthit stated there was no action taken in the matters of litigation or real estate.

#### 10. ADJOURN

- Member C. Keller motioned to adjourn this meeting until Monday, July 17, 2023 at 4:00 p.m. Member T. Ellis seconded. **Motion carried.**