



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, December 14, 2023 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, C. Keller, D. Campbell, J. Douthit, D. McCain, J. Deters, T. Ellis E. Huston.

The meeting was called to order by Chair N. Soltwedel

1. Approve Minutes

Member J. Deters made a motion to approve the minutes. Member S. Gillet seconded. Unanimous. ***Motion carried.***

2. Unfinished Business

• ARPA Reports Review

The monthly reports and spreadsheets were provided to update the board on the status of the ARPA projects. Chairman N. Soltwedel stated the Effingham County Farm Bureau will withdraw their request for funding. A letter of withdrawal will be submitted by Farm Bureau.

3. New Business

• ARPA Funding – Effingham Childcare Gap Scholarship Applicant

An application was submitted for the Childcare Gap Scholarship and documentation was provided to the board. The applicant meets the eligibility requirements and the committee recommends the scholarship be approved. Member J. Douthit made a motion to recommend to the full board the disbursement of ARPA funds for the scholarship applicant. Member C. Keller seconded. Unanimous. ***Motion carried.***

• Effingham County Senior Services

This is an annual disbursement of \$15,000.00 to the Effingham County Senior Services. Member D. Campbell made a motion to recommend to the full board the approval of the

disbursement of \$15,000.00 to the Effingham County Senior Services. Member J. Deters seconded. Unanimous. **Motion carried.**

- Effingham Chamber of Commerce - 2024 Capital Investor Catalyst – Membership Renewal
This is a renewal for Effingham County's membership with the Effingham Chamber of Commerce. The benefits of the membership were noted and with a 3% increase the 2024 membership renewal amount will be \$3,090.00. Member T. Ellis made a motion to recommend to the full board to approve the renewal of the Effingham Chamber of Commerce 2024 Capital Investor Catalyst membership. Member C. Keller seconded. Member J. Deters opposed. **Motion carried.**
 - SHRM Handbook Builder
Angie Thompson presented video to present a software to assist with the employee handbook. The SHRM Employee Handbook Builder has an annual cost of \$400.00, is accessible for the States Attorney to review and includes updates to state statutes. A copy of this handbook will be shared with Bushue Human Resources. Member S. Gillet made a motion to recommend to the full board the approval of the SHRM handbook builder. Member J. Deters seconded. Unanimous. **Motion carried.**
 - Amended FY24 Salary Schedule
The amendment to the salary schedule is for addition of the Probation ARI data entry clerk. Member J. Douthit made a motion to recommend to the full board the approval of the amended FY24 salary schedule. Member C. Keller seconded. Unanimous. **Motion carried.**
 - 2024 Meeting Schedule
Member J. Deters made a motion to recommend to the full board the approval of the 2024 Tax and Finance meeting schedule. Member C. Keller seconded. Unanimous. **Motion carried.**
4. **Appointments**
None
5. **General Information/Public Comments**
- Courtney Yockey informed the board the State of Illinois is accepting grant applications for new businesses that started during the pandemic. These businesses must meet certain criteria and the grant is thru The Alliance.
6. **Closed Session**
None
7. **Adjourn**
Member C. Keller made a motion to adjourn this meeting. Member J. Douthit seconded. Unanimous. **Motion carried.**

Respectfully submitted,

Michelle M. Kollmann
Effingham County Clerk