

**MINUTES OF A FINANCE, FEES, AND SALARIES COMMITTEE MEETING OF THE COUNTY OF  
HANCOCK, STATE OF ILLINOIS, HELD IN THE COUNTY COURTHOUSE IN THE CITY OF CARTHAGE  
ON MARCH 10, 2022**

Meeting was called to order by chairman Wayne Bollin at 9:13. In attendance were committee members Mark Hanson, Janet Fleming, Wayne Bollin, Tom Bergmeier. Visitors include Travis Duffy, Kris Pilkington, Patsy Davis, and Dan Deshong. Holly Wilde-Tillman and Stephanie Swisegood were in attendance to take minutes of the meeting.

Dan Deshong would like to raise compensation for trips to Quincy. Volunteers use their own car, car insurance, and gas. We have been giving them \$.57/mile and wondered if he could give them \$.60/mile. Mr. Bollin stated the mileage is a set rate for the county. Mr. Deshong would like to increase the pay for the volunteers going to Iowa City from \$30 to \$35. His office also needs a computer and paper shredder. His committee has agreed to these items. He was told by Ms. Pilkington to come and talk to the board to make sure it is okay to purchase these. Ms. Wilde-Tillman told him there is a shredder on the second floor. He stated that the Veteran's Administration told him that he needed one in his office so that he can shred confidential information like social security numbers, etc. Mr. Bollin suggested Mr. Deshong send in an ARPA request, or he could buy it out of his own funds. Mr. Bollin did not think that the board needed to act upon his request of getting the computer and paper shredder. Mr. Deshong stated he has money in his budget for this. Mr. Bollin told Mr. Deshong that we do not have a problem with it. Mr. Deshong gave the board his meeting minutes to show what they are intending to do. Mr. Deshong left at 9:25 a.m.

Ms. Wilde-Tillman explained about the contract for her Ballot on Demand. She would like approval to go ahead with this. She is submitting it to ARPA but has money in her budget to get this. This has the ability to print ballots in her office. With the new law people have the right to use the election office instead of going to a polling place. If polling places run out of ballots this way her department can print the ballots off. The machine costs \$8275 and then to come here and train us will be \$1700 for a cost of \$9975. Then there are costs for each election. Mr. Bergmeier asked if this was mandated by the state. Mr. Wilde-Tillman stated the only thing that has been mandated is that we keep a polling place here. This will help with printing on demand. Mr. Bergmeier asked if we have run out of ballots before. Ms. Wilde-Tillman stated no but we have come very close. She stated Carthage 2 had 10 ballots left in the November 2020 election. Mr. Bollin stated that she wanted to upgrade the whole thing but it costs \$300,000. She stated the election company stated she has about 5 years left on the current machine. Mr. Bollin asked if the On Demand machine works no matter if they upgrade. Mr. Bergmeier stated he did not think it was worth spending \$10,000 when you could just buy an extra 1000 ballots for \$280. Ms. Wilde-Tillman stated in Hamilton alone you already have 8 ballot styles. Ms. Fleming asked is she knew how many registered voters are in each district.

Ms. Wilde-Tillman stated it was hard to determine which ballot each voter would vote so that would qualify as an ARPA. Mr. Bollin stated he thought it was an ARPA fund. Ms. Wilde-Tillman stated she budgeted for it so if it doesn't go through ARPA then she can pay for it out of her budget. Mr. Bollin asked if she would need to order ballots in the future if she had this machine, and she stated she would still need to order ballots because it was cheaper since she would need to buy the ink but this way she could print a ballot when they needed one. Ms. Fleming made a motion that we accept the contract of ES&S for the Ballot on Demand machine. Mr. Hanson seconded this. All members present voted "aye".

Ms. Wilde-Tillman told the committee that now is the time to file. Monday is the last day. The economic interest sheet needs to be turned in at the same time. Ms. Pilkington asked about the bottom piece of the economic sheet and when would she get that back. Ms. Wilde-Tillman stated it gets attached to the petitions when she turns them in. She let the board know that she is running for county clerk as an independent party. She needs 500 signatures. Mr. Bollin asked if you need to be an independent to sign her petition, and she stated no. Ms. Davis asked when her petition needs to be turned and Ms. Wilde-Tillman said July 5-11.

Ms. Pilkington handed out statement payment report. The state is behind on payments. She asked about the resolution for Adam Doellman and what his pay was to be. She stated that he did not turn in any hours for last pay period. Mr. Bollin stated he believed it was \$27/hour, Ms. Meeks salary plus 10%. Ms. Pilkington was asking if he would be turning in 40 hours at one salary and so many hours of overtime at another rate of pay. Ms. Davis stated she believed he was only going to work 20 hours a week, so he should not have any overtime. She has everything for ARPA that has been turned in on a spreadsheet. She sent this to them to make sure this is how they wanted it submitted.

As far as the CIC conversion they are doing parallel payroll this week and it all matches. The next payroll will be live with CIC. Ms. Pilkington asked if everyone got an email? She is afraid that they will not be totally converted to CIC by the end of March as anticipated. She did not get a quote from Harris on how much it would cost for another month of service.

Ms. Davis gave a report on the IGA. This will be presented at the meeting on March 16. We are looking at doing a 6-month agreement but we can go month to month. Joh Simon with Adams County will be giving us oversight on how we can improve the ambulance. We can say at the end of 6 months whether this is working or we could say we will try to hire a new administrator. Right now Adam Doellman is doing a great job. The only concern of the EMS employees is concerned they will lose their job and that is not the case. This does not address the transfers but an offer was given to Memorial Hospital and they denied it. Adams County has 6 employees that handle billing, scheduling, administration, insurance and they can let us know what we could be doing. They will report to health and miscellaneous and then to full board or finance. This will only cost \$400 more than what we would have been paying Ms. Meeks. Mr.

Bergmeier stated that IGA does not handle billing. Ms. Davis stated the EMS have been coding their reports and then those reports are handled by PBS. She stated if there is a question with billing they can refer it back to Jessica Frese who takes care of it in Adams County. Ms. Fleming believes it would be an additional fee for Adams County to do the billing. She brought up that there will be no daily oversight of shifts. Before Mr. Simon took over and all of these people came on board they were losing money in Adams County but in the first year they recouped \$1.2 million the first year. In Adams County they make people pay for their ambulance. Ms. Pilkington had many questions regarding the union and payroll. Ms. Davis stated we would pay Adams County an administration fee. Mr. Bergmeier asked if they select a director. Ms. Davis stated no there is a company of 6 of them who will be available. Mr. Bergmeier asked who was going to do the budget. Ms. Davis stated this is just for 6 months. If we continue with this we will have to re-evaluate the contract. Ms. Fleming stated we may want to do a forensic audit. Ms. Pilkington asked do they get an administration fee, will it go through payroll, is this going to be a claim rather than going through payroll? Ms. Davis stated she did not know the answer to all of those questions. Mr. Bollin stated it would be a contractual fee with Adams County. They will have to submit a claim. Ms. Fleming stated that any additional service is \$75/hour. Alex Ussery could give directives as he is close and available. Ms. Fleming was not sure if that was considered an additional fee. Mr. Bergmeier stated this contract is until the end of the year so we will have to pay them \$75/hour for them to do the budget. Mr. Bollin stated no we will make our own budget. Ms. Davis stated that this is what we need to do. Ms. Fleming asked what the plan was if this doesn't pass. Mr. Bollin stated we will have to look into that. Adams County has 42 staff to help our ambulance. They will follow our union contract. Ms. Pilkington asked what day they would start. Mr. Bollin stated March 17. It is noted that the finance committee looked over the IGA contract.

Mr. Krohe from Air Evac called Mr. Bollin yesterday. Ms. Pilkington thinks she might need to change the forms because there is a question of whether we are a member of the Chamber. Ms. Wilde-Tillman does not think we are a member of the Chamber. Ms. Pilkington thought maybe we should see how much it costs to be a Chamber member could save us money.

We need to pass the ARPA funds standard option election. Bellwether stated we can spend it on normal governmental expenditures. Ms. Mast has concerns with the wording in ARPA rules. They are going to get a review on this with Bellwether. We may need to go a different path. We need to let the federal government know we are doing the standard allowance by the end of April. Mr. Hanson motioned that we do the standard option election for the ARPA funds. Mr. Bollin seconded. Mr. Bollin, Mr. Hanson, and Mr. Bergmeier voted "aye" and Ms. Fleming voted "no". Motion passed.

Ms. Pilkington is submitting our claims to Bellwether. There is a standard spreadsheet to follow. They still want to review it and get their take on it. Ms. Fleming asked if we approve requests. Requests will go to Bellwether to advise the board about qualifications. Ms. Fleming

wants to know if EMS proposal has been submitted and Mr. Bollin say that has been tabled. Mr. Duffy gave a report of Ms. Meeks taking her stuff from the ambulance building. An officer was present. Mr. Bollin feels there needs to be a review of things that has been bought for the ambulance.

Ms. Wilde-Tillman stated she got money from IPRF for the courthouse security system. She gave the check to Shannon Kissinger to put back in the court security fund. Ms. Pilkington brought up the LUCAS devices on ARPA. Mr. Bollin thought that would free up some money for the ambulance. She asked Mr. Duffy about the doors being locked in the courthouse. There is a concern with what doors are to be locked and unlocked. Mr. Duffy will look into this.

Discussion was made about the salaries of the sheriff, county clerk, and the treasurer being increased \$3500 the first year and then 3% each subsequent year. Mr. Bergmeier said he did not have a problem with 3% a year. That way it is matching the sheriff's department. Mr. Duffy stated the Sheriff's Association is trying to pass legislation that the state would reimburse the sheriff's salary by 2/3 and the county would pay 1/3. Mr. Bollin mentioned that Mr. Menn was very adamant about 3%/year. Mr. Bollin stated this is around \$9000 over a 4-year period. We are under the average which is \$65,000. Mr. Bergmeier stated he had a problem with paying a 7% raise the first year. We just went through this with the sheriff's contract. Ms. Pilkington reminded the committee that when Dale Bolton came back the board had no problem giving him a \$15,000 raise. The assessor does not have to deal with the county board issues. The treasurer and clerk work weekends, nights, and puts in many hours of overtime a week that are not reimbursed. Ms. Wilde-Tillman stated when the ambulance fell through her, Ms. Mast, and Ms. Pilkington stepped up and picked up the slack. She was on vacation and was on the phone until 2 p.m. taking care of the ambulance stuff while her family was doing stuff without her. She wants us to work together as a team. She is transparent. One of her main goals was that there was good communication and that she could work with anybody here. When she took Mr. Asbridge's position he told her to ask for more money, and she did not. She had been out for 5 years because of her husband's illness, she did not want to brag on herself but who would have ran the 2020 election. She felt that it was her responsibility to come in and do what was right. She left what she was doing to come here. Ms. Davis made a recommendation to pay \$3500 and then 3% for 3 more years. Mr. Bollin stated that they had raised the assistant states' attorney's base salary by \$9,000. Our county did not have any revenue loss in 2020. It has been well managed due to who we have in the courthouse. The cost of everything has gone up. We are on almost a 10% inflation right now. Ms. Fleming stated she would hate to see the salary too much away from 3%. Mr. Bergmeier made a motion for a \$2500 raise the first year and then 3/3/3% raise for the next 3 years. Ms. Fleming seconded it. Further discussion about the sheriff department salaries compared to the courthouse was had. Mr. Bollin made an amendment to \$3500 in the first year and 3/3/3%. Mr. Hanson seconded. Mr. Bollin, Mr. Hanson, and Ms. Fleming "aye", and Mr. Bergmeier voted "nay". Motion passed. Mr. Duffy left

at 11:00. Mr. Bergmeier made a motion for the resolution for the supervisor of assessments. Mr. Hanson seconded. All members present voted "aye". Ms. Pilkington left at 11:03.

Mr. Bergmeier made a motion to pay bills. Ms. Fleming seconded. All members present voted "aye". Mr. Bergmeier left at 11:16.

Motion to recess until April 14, 2022, at 9:00 was made by Mr. Hanson at 11:17 and seconded by Ms. Fleming. All members present voted "aye".

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Wayne Bollin', with a stylized flourish at the end.

Wayne Bollin, Chairman