

## FINANCE COMMITTEE MINUTES

**DATE OF MEETING: February 21, 2017 at 6:05 p.m.**

**MEMBERS PRESENT:** Camille Redman – Chair, Melonie Tilley, Cris Rogers and David Newberg. Also present Dee Rentmeister, County Administrator. Terry Ferguson arrived at 6:25 p.m.

**MEMBERS ABSENT:** None

### **SUMMARY OF DISCUSSION:**

- Motion by Tilley, 2<sup>nd</sup> by Newberg to approve last month's minutes. Voice vote, motion carried.
- Motion by Rogers, 2<sup>nd</sup> by Tilley to approve the claims. Voice vote, motion carried.
- Discussion on revising 38.075(a) of the county code to reflect changes made to the State Statutes. Will bring back next month due to some language being left out in the resolution.
- Review of a resolution to make changes to 38.062 and 38.075(F) of the county codes. These revisions would only apply to employees hired after 2-28-17 and would eliminate the prorating of vacation time if a two week notice of resignation is received and eliminate the payment of half of sick days upon termination/resignation. (Copy of resolution attached). Motion by Tilley, 2<sup>nd</sup> by Newberg to recommend to the full board to adopt the resolution with changes to 38.062 and 38.075(F). Voice vote, motion carried.
- Review of a resolution adopting Supplement 4 to the County Code of Ordinances. Motion by Newberg, 2<sup>nd</sup> by Rogers to recommend to the full board to adopt Supplement 4 to the County Code of Ordinances. Voice vote, motion carried.
- Discussion on the travel request policy in reference to allowing controlling committees to approve travel requests. Will bring back next month for discussion/action.
- Committee received two travel requests from the Treasurer. Requests are for mileage only for a meeting on March 23 and March 30, 2017. Motion by Tilley, 2<sup>nd</sup> by Rogers to approve the travel requests as presented for the Treasurer. Voice vote, motion carried.
- Discussed a travel request for the county engineer as referred from the road & bridge committee. This request is for more than the allotted amounts in the policy. Motion by Tilley, 2<sup>nd</sup> by Newberg to recommend to the full board to approve the travel request for the county engineer. Voice vote, motion carried.
- General discussion on developing a policy concerning the use of social media. Camille and Dee will be attending a meeting on this next Monday. Will bring information back and discuss next month.
- Motion by Ferguson, 2<sup>nd</sup> by Tilley to go into executive session at 6:31 p.m. to discuss personnel and litigation with the state's attorney. Voice vote, motion carried.
- Motion by Tilley, 2<sup>nd</sup> by Rogers to return to regular session at 6:52 p.m. Voice vote, motion carried.
- Motion by Ferguson, 2<sup>nd</sup> by Tilley to adjourn at 6:53 p.m. Voice vote, motion carried.

### **COMMITTEE ACTION:**

Approve last months' minutes.

Approve the claims.

Recommend to the full board to adopt the resolution with changes to 38.062 and 38.075(F).

Recommend to the full board to adopt Supplement 4 to the County Code of Ordinances.

Approve the travel requests as presented for the Treasurer.

Recommend to the full board to approve the travel request for the county engineer.

### **RECOMMENDATIONS TO THE FULL BOARD:**

Recommend to the full board to adopt the resolution with changes to 38.062 and 38.075(F).

Recommend to the full board to adopt Supplement 4 to the County Code of Ordinances.

Recommend to the full board to approve the travel request for the county engineer.

**DATE OF NEXT MEETING: March 21, 2017 at 6:00 p.m.**

## AGENDA FOR THE FINANCE COMMITTEE

Date and Time of Meeting: February 21, 2017 at 6:00 p.m. County Building

1. Call Meeting to Order
2. Persons Wishing to Address the Committee (If requesting action, also list below in section three)
  - a.
3. Items for Discussion and Possible Action
  - a. Approve last month's minutes
  - b. Approve claims
  - c. Amendments to sick leave policy
  - d. Amendment to payment of accrued vacation time upon termination
  - e. Resolution enacting/adopting 4th Supplement to Code of Ordinances
  - f. Authorize the controlling committees to approve travel requests within the amounts as stated in policy
  - g. Travel requests – Treasurer
  - h. Travel request - Highway
4. Items for Discussion Only (No Action Requested)
  - a. Social Media Policy
5. Executive Session
  - a.
6. Motion to adjourn

Posted: February 16, 2017 2:10 p.m.

Revised February 16, 2017 at 2:30 p.m.

Revised February 16, 2017 at 3:30 p.m.

By: Dee Rentmeister

Resolution No. \_\_\_\_\_

**RESOLUTION FOR THE AMENDMENT  
OF  
DEWITT COUNTY ORDINANCE §§ 38.062 & 38.075**

( County of DeWitt  
( STATE OF ILLINOIS

WHEREAS, the County of DeWitt offers paid days off in the form of vacation and sick days for employment with the County; and

WHEREAS, upon resignation or termination of employment the County desires employees' compensation of unused days to be calculated in a consistent manner; and

WHEREAS, the County Board of DeWitt County has previously codified in the DeWitt County Code of Ordinances the compensation to be provided for unused vacation and sick days; and

WHEREAS, the County Board of DeWitt County desires to codify an amendment to the policy governing compensation for unused vacation and sick days.

NOW BE IT DECLARED that the County Board of DeWitt County Illinois passes the following amended ordinance(s) to be codified in the DeWitt County Code of Ordinances, and that the other subsections in the stated ordinance(s) shall remain unchanged:

**§38.062 PAYMENT OF ACCRUED VACATION UPON TERMINATION OF EMPLOYMENT**

The vacation days entitled during the year in which employment is terminated shall be prorated provided a two week notice is given. If no notice is given, then the former employee shall be paid for unused time pursuant to Illinois law. For all employees hired after 2-28-17, vacation time will be paid out pursuant to Illinois law. The County reserves the right to provide no compensation if no notice is given so long as such action is permitted by Illinois law.

**§38.075 SICK LEAVE**

(F) In case of resignation, an employee shall be paid one-half day salary for each accumulated sick day. For all employees hired after 2-28-17, there will be no payment of accumulated sick time upon resignation/termination of employment.

NOW BE IT ALSO DECLARED that the publishing company contracted by the County of DeWitt shall number the above ordinance or ordinances as appropriate during the annual publication of the DeWitt County Code of Ordinances. Until such time this ordinance shall be maintained by the County Clerk and be available for inspection or copying with the current publication of the DeWitt County Code of Ordinances, and shall be referred to as the "Amended § 38.062" and "Amended § 38.075" until the republication of the DeWitt County Code has been completed. This change to the current ordinance/ordinances shall take effect immediately.

Pursuant to a roll-call vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays, such vote being a majority of the members of the DeWitt County Board in attendance and such vote having the required majority of members in attendance voting in favor, this resolution is hereby passed on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

_____ Ritter	_____ Wickenhauser	_____ Ferguson	_____ Reece
_____ Newberg	_____ Perring	_____ Pruser	_____ Redman
_____ Rogers	_____ Nimmo	_____ Tilley	_____ Whitted

Resolution No. \_\_\_\_\_

RESOLUTION FOR THE ADOPTING OF SUPPLEMENT  
TO DEWITT COUNTY CODE OF ORDINANCES

( County of DeWitt  
( STATE OF ILLINOIS

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, has completed the 4<sup>th</sup> Supplement to the DeWitt County Code of Ordinances, which contains all ordinances enacted by the DeWitt County Board since the last publication; and

WHEREAS, American Legal Publishing Corporation has recommended the revision or addition of certain sections of the DeWitt County Code of Ordinances; and

WHEREAS, the County Board of DeWitt County desires the Code to be in conformity with recent changes in Illinois law; and

WHEREAS, it is necessary to provide a uniform Code of Ordinances for the purposes of administration of County affairs and so that the public has access to accurate information.

NOW BE IT DECLARED that the County Board of DeWitt County, Illinois adopts the 4<sup>th</sup> Supplement to the DeWitt County Code of Ordinances.

NOW BE IT ALSO DECLARED that the provisions contained in the Supplement have not been previously adopted are hereby adopted as of today's date.

Pursuant to a roll-call vote of \_\_\_\_\_ ayes and \_\_\_\_\_ nays, such vote being a majority of the members of the DeWitt County Board in attendance and such vote having the required majority of members in attendance voting in favor, this resolution is hereby passed on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

_____ Ferguson	_____ Newberg	_____ Nimmo	_____ Perring
_____ Pruser	_____ Redman	_____ Reece	_____ Ritter
_____ Rogers	_____ Tilley	_____ Whitted	_____ Wickenhauser

County Board Chairman \_\_\_\_\_  
David Newberg

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 2017

County Clerk: \_\_\_\_\_

County Board Chairman \_\_\_\_\_  
David Newberg

Subscribed and sworn to me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

County Clerk: \_\_\_\_\_

TRAVEL EXPENSE REIMBURSEMENT FORM

Name and Job Title: Gloria Mills, Co treas.

Department/Office: Co treas

Dates: 3/23/17

Nature of travel: Zone mtg

Meals Total: - 0 -

Lodging Total: - 0 -

Mileage Total: 40.6 miles round trip @ \$.40/mile

ATTACH ALL RECEIPTS AND MILEAGE DOCUMENTATION

1624

Date approved: 2-21-17



Cumberland Rd, Farmer City, IL 61842 to 101 W  
Washington St, Monticello, IL 61856

Drive 20.3 miles, 27 min

## Cumberland Rd

Farmer City, IL 61842

- ↑ 1. Head west on 1020 N/Cumberland Rd toward IL-48 N 1 min (0.5 mi)

### Take IL-10 E to N Hwy Ave/County Rd 525 E in Goose Creek Township

12 min (10.5 mi)

- ↶ 2. Turn left onto IL-48 S 5.2 mi
- ↶ 3. Turn left onto IL-10 E 5.3 mi

### Take Deland Monticello Rd and W Bridge St to W Washington St in Monticello

14 min (9.4 mi)

- ↷ 4. Turn right onto N Hwy Ave/County Rd 525 E  
  - 📍 Continue to follow N Hwy Ave 0.7 mi
- ↑ 5. Continue onto N 525 East Rd/County Rd 525 E/Deland Monticello Rd  
  - 📍 Continue to follow Deland Monticello Rd 6.4 mi
- ↑ 6. Continue onto E 1700 North Rd 0.2 mi
- ↑ 7. Continue onto W Bridge St 1.5 mi
- ↑ 8. Continue straight onto W Center St 0.3 mi
- ↷ 9. Turn right onto N State St 0.2 mi
- ↷ 10. Turn right at the 2nd cross street onto W Washington St  
  - 📍 Destination will be on the left 128 ft

## 101 W Washington St

Monticello, IL 61856

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.

TRAVEL EXPENSE REIMBURSEMENT FORM

Name and Job Title: Gloria Mills, Co treas.

Department/Office: Co treas.

Dates: 3/30/17

Nature of travel: Fike: Fike mtg - real estate software

Meals Total: -0-

Lodging Total: -0-

Mileage Total: 46.6 miles round trip @ \$.40/mile

ATTACH ALL RECEIPTS AND MILEAGE DOCUMENTATION

1864

Date approved: 2.21.17





201 W Washington St to DoubleTree by Hilton Hotel Bloomington Drive 23.3 miles, 26 min

### 201 W Washington St

Clinton, IL 61727

#### Take N Grant St and US-51 BUS N to US-51 N

4 min (1.7 mi)

↑ 1. Head west on W Washington St toward Jackson St

0.1 mi

➤ 2. Turn right at the 2nd cross street onto N Grant St

0.4 mi

↑ 3. Continue onto W Woodlawn St

0.2 mi

↶ 4. Turn left onto US-51 BUS N/N Center St

⦿ Continue to follow US-51 BUS N

1.0 mi

➤ 5. Turn right onto US-51 N

17 min (18.6 mi)

#### Follow US-51 BUS N/S Main St and I-55BL/Historic U.S. 66 E/S Veterans Pkwy to Brickyard Dr in Bloomington

6 min (3.0 mi)

↑ 6. Continue onto US-51 BUS N/S Main St

1.5 mi

↗ 7. Turn right to merge onto I-55BL/Historic U.S. 66 E/S Veterans Pkwy

1.4 mi

↶ 8. Turn left onto Brickyard Dr

472 ft

### DoubleTree by Hilton Hotel Bloomington

10 Brickyard Dr, Bloomington, IL 61701

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