

FINANCE COMMITTEE MINUTES

DATE OF MEETING: March 16, 2020 at 5:01 p.m.

MEMBERS PRESENT: Camille Redman – Chair, David Newberg, Melonie Tilley, Terry Ferguson and Lance Reece. Also, present Dee Rentmeister, County Administrator.

MEMBERS ABSENT: None

SUMMARY OF DISCUSSION:

- Dan Markwell, State's Attorney, was present to ask the committee to re-establish a legal assistant position in his office. This position has been vacant for a month. He indicated that he may try to fill it with a part time person. Motion by Ferguson, 2nd by Newberg to re-establish the legal assistant position in the State's Attorney's office at an hourly rate of \$13.00 per hour. Voice vote, motion carried.
- Motion by Newberg, 2nd by Ferguson to approve last month's minutes. Voice vote, motion carried
- Items d,e,f, and h on the agenda were tabled until next month.
- Motion by Newberg, 2nd by Tilley to approve the travel request for Brandi Carter as presented. In case of cancellation the travel request is still approved if the same course is rescheduled for a later date due to the COVID 19 issues. Voice vote, motion carried.
- Motion by Tilley, 2nd by Ferguson to approve all claims. Voice vote, motion carried.
- Committee discussed the State of Illinois Executive Order 2020-07 and how it affects county business. General discussion on daily operations.
- Motion by Tilley, 2nd by Reece to adjourn at 5:27 p.m. Voice vote, motion carried.

COMMITTEE ACTION:

re-establish the legal assistant position in the State's Attorney's office at an hourly rate of \$13.00 per hour.

Approve last month's minutes.

Approve all claims.

RECOMMENDATIONS TO FULL BOARD:

None

DATE OF NEXT MEETING: April 20, 2020 at 5:00 p.m.

AGENDA
FINANCE COMMITTEE

Date and Time of Meeting: March 16, 2020 at 5:00 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.
 - b.
3. Items for Discussion and Possible Action
 - a. Approve last month's minutes
 - b. Approve claims
 - c. Re-establish legal assistant position – State's Attorney's Office
 - d. Treasurer's Investment policy
 - e. Treasurer's annual report
 - f. Resolution creating a DeWitt County 4-H Fair Association
 - g. Travel request – Brandi Carter
 - h. Purchase 10 computers
 - i.
 - j.
 - k.
4. Items for Discussion Only (No Action Requested)
 - a.
 - b.
5. Executive Session
 - a.
6. Motion to adjourn

Posted: March 11, 2020 at 4:25 p.m.

By: Dee Dee Rentmeister



DeWitt County
SUPERVISOR OF ASSESSEMENTS

DeWitt County Courthouse
sschlosser@dewittcountyill.com



SANDY SCHLOSSER
SUPERVISOR OF ASSESSMENTS

OFFICE
935-7800

February 18, 2020

Camille Redman
DeWitt County Finance Committee Chairman
201 W. Washington St.
Clinton, IL 61727

Dear Chairman Redman:

I am respectfully requesting permission to travel for Brandi Carter on March 31 – April 2, 2020.

The travel is for Brandi to take the IL Department of Revenue Intro to Farmland Assessment Class in Springfield, IL.

The cost with this travel will be:

Mileage 100 per day x 3 days x .40 = \$120.00
Lunch reimbursed with receipts up to \$13.00 per meal
Registration -0-

Should you have any question, please contact me.

Sincerely,

Sandy Schlosser
DeWitt County
Supervisor of Assessments



Illinois Department of Revenue

Class and Home Study Exam Registration Form

CLASSES ONLY	HOME STUDY ONLY
Course name <u>INTRO TO FARMLAND ASSESSMENTS</u>	Course name _____
Location <u>SPRINGFIELD</u>	Location _____
Class dates <u>3 / 31 / 2020</u> to <u>4 / 2 / 2020</u>	Exam date ____ / ____ / ____
All classes begin at 8:30 a.m. Attendance is mandatory to receive credit.	Exam time: (check one) <input type="checkbox"/> Morning (9:00 a.m.) <input type="checkbox"/> Afternoon (1:00 p.m.)

Name BRANDI CARTER Job title DEPUTY - SUPERVISOR OF ASSESSMENTS

Street address 806 N ELIZABETH ST County of employment DEWITT

City CLINTON Township of employment CLINTONIA

State IL ZIP 61727 Email BCARTER@DEWITTCOUNTYILL.COM

Social Security number _____ Work phone 217-935-7803

****Returning students may provide the last 4 digits only.**

How would you like to receive your confirmation letter?
 (check one) Email Postal mail

Registration Instructions

- Submit a separate registration form in advance for each class or exam, or to retake an exam.
- Register early to ensure your spot in the class or home study exam. Registrations must be received within 7 days of the class or examination date. After we process your registration form we will send you confirmation of your registration.
- Please contact us to cancel as soon as possible if you cannot attend your scheduled class or exam.
- We reserve the right to cancel any class or examination with an enrollment of fewer than 20 people.

About classes or examinations...

- Bring a noiseless calculator with a large-digit capacity, a note pad, and pencils to class or examination. Cell phones will not be allowed for use as calculators during the examination. For class only, you also may want to bring a highlighter and a 2-inch three-ring binder.
- You may retake a course; however, you may not receive credit from IDOR. Please see the Education Program Guide for more information about course credit.
- You are responsible for your own meals and lodging.

Illinois Department of Revenue education information and home study course materials are available at tax.illinois.gov.

Send your registration to:

ASSESSMENT EDUCATION UNIT
 ILLINOIS DEPARTMENT OF REVENUE
 PO BOX 19033
 SPRINGFIELD IL 62794-9033

Phone: 217 785-6636 or 217 524-1274
 Fax: 217 782-9932
 Website: tax.illinois.gov
 Email: rev.proptaxed@illinois.gov

2020 PUBLIC DEFENDER
TOTALS

2020							
YEAR START		213	304	82	55	141	26
OPEN							
		<u>Clients</u>	<u>Cases</u>	<u>CF / MR</u>	<u>CM</u>	<u>TR / DT</u>	<u>JA / JD / J</u>
JANUARY		45	73	22	15	31	5
FEBRUARY		28	43	14	7	19	3
MARCH							
APRIL							
MAY							
JUNE							
JULY							
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
	YEAR TOTAL	73	116	36	22	50	8
CLOSED							
		<u>Clients</u>	<u>Cases</u>	<u>CF / MR</u>	<u>CM</u>	<u>TR / DT</u>	<u>JA / JD / J</u>
JANUARY		37	45	17	7	16	5
FEBRUARY		25	39	13	10	15	1
MARCH							
APRIL							
MAY							
JUNE							
JULY							
AUGUST							
SEPTEMBER							
OCTOBER							
NOVEMBER							
DECEMBER							
	YEAR TOTAL	62	84	30	17	31	6



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IN THE OFFICE OF
SECRETARY OF STATE

March 16, 2020

Executive Order 2020 – 07

EXECUTIVE ORDER IN RESPONSE TO COVID-19
(COVID-19 EXECUTIVE ORDER NO. 5)

WHEREAS, in late 2019, a new and significant outbreak of Coronavirus Disease 2019 (COVID-19) emerged; and,

WHEREAS, COVID-19 is a novel severe acute respiratory illness that can spread among people through respiratory transmissions and present with symptoms similar to those of influenza; and,

WHEREAS, certain populations are at higher risk of experiencing more severe illness as a result of COVID-19, including older adults and people who have serious chronic medical conditions such as heart disease, diabetes, or lung disease; and,

WHEREAS, despite efforts to contain COVID-19, the World Health Organization and the Centers for Disease Control (CDC) indicate that it is expected to spread; and,

WHEREAS, in communities with confirmed COVID-19 cases, the CDC currently recommends mitigation measures, including practicing social distancing, staying at home when sick, staying home when a household member is sick with respiratory disease symptoms or when instructed to do so by public health officials or a health care provider, and keeping away from others who are sick; and,

WHEREAS, the CDC currently recommends the cancellation or postponement of in-person events that consist of 50 people or more; and,

WHEREAS, social distancing, which consists of maintain at least a six-foot distance between people, is the paramount strategy for minimizing the spread of COVID-19 in our communities; and,

WHEREAS, the Illinois Department of Public Health recommends Illinois residents avoid group dining in public settings, such as in bars and restaurants, which usually involves prolonged close social contact contrary to recommended practice for social distancing; and,

WHEREAS, frequently used surfaces in public settings, including bars and restaurants, if not cleaned and disinfected frequently and properly, also pose a risk of exposure; and,

WHEREAS, current testing availability has identified further spread of confirmed cases throughout the State of Illinois, and it is expected that increased testing capacity would demonstrate that COVID-19 is circulating in communities across Illinois that currently have not identified a confirmed case; and,

WHEREAS, the number of suspected COVID-19 cases in Illinois is increasing exponentially and across more locations in Illinois, indicating that drastic social distancing measures are needed, even in communities where confirmed cases have not yet been identified, to reduce the number of people who become sick at any given time and the possibility of exhausting our health care resources; and,

WHEREAS, the ongoing spread of COVID-19 and the danger the virus poses to the public's health and wellness require the reduction of on-premises consumption of food and beverages; and

WHEREAS, State agencies have been directed to temporarily reduce activities and workforce to core mission functions and essential operations, encouraging working remotely where possible; and,

WHEREAS, the Liquor Control Act of 1934, 235 ILCS 5, "shall be liberally construed, to the end that the health, safety, and welfare of the People of the State of Illinois shall be protected"; and,

WHEREAS, I, JB Pritzker, Governor of Illinois, declared all counties in the State of Illinois as a disaster area on March 9, 2020 ("Gubernatorial Disaster Proclamation"); and,

WHEREAS, on March 11, 2020, the World Health Organization characterized the COVID-19 outbreak as a pandemic; and,

WHEREAS, it is necessary and appropriate for the State of Illinois to immediately take measures to protect the public's health in response to this COVID-19 outbreak;

THEREFORE, by the powers vested in me as the Governor of the State of Illinois, and pursuant to Sections 7(1), 7(2), 7(3), and 7(8) of the Illinois Emergency Management Agency Act, 20 ILCS 3305, I hereby order the following:

Section 1. Beginning March 16, 2020 at 9 p.m. through March 30, 2020, all businesses in the State of Illinois that offer food or beverages for on-premises consumption—including restaurants, bars, grocery stores, and food halls—must suspend service for and may not permit on-premises consumption. Such businesses are permitted and encouraged to serve food and beverages so that they may be consumed off-premises, as currently permitted by law, through means such as in-house delivery, third-party delivery, drive-through, and curbside pick-up. In addition, customers may enter the premises to purchase food or beverages for carry-out. However, establishments offering food or beverages for carry-out, including food trucks, must ensure that they have an environment where patrons maintain adequate social distancing. Businesses located in airports, hospitals, and dining halls in colleges and universities are exempt from the requirements of this Executive Order. Hotel restaurants may continue to provide room service and carry-out. Catering services may continue.

Section 2. Beginning March 18, 2020, all public and private gatherings in the State of Illinois of 50 people or more are prohibited for the duration of the Gubernatorial Disaster Proclamation. A public or private gathering includes community, civic, public leisure, faith-based events, sporting events with spectators, concerts, conventions, and any similar event or activity that brings together 50 or more people in a single room or a single space at the same time. This includes venues such as fitness centers/health clubs, bowling alleys, private clubs, and theatres. This does not include venues that provide essential goods or services such as grocery stores, hospitals, pharmacies, gas stations, banks/credit unions, and shelters. This order amends Section 1 of EO 2020-04, which prohibited gatherings of 1,000 people or more.

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Section 3. Pursuant to Sections 7(2) and 7(3) of the Illinois Emergency Management Act, the Illinois State Police, the Illinois Department of Public Health, the State Fire Marshal, and the Illinois Liquor Control Commission are directed to cooperate with one another and to use available resources to enforce the provisions of this Executive Order with respect to entities under their jurisdiction under Illinois law.

Section 4. Nothing in this Executive Order shall amend or supersede the authority of the Illinois Department of Public Health pursuant to Section 2310-15 of the Department of Public Health Powers and Duties Law, 20 ILCS 2310/2310-15.

Section 5. During the duration of the Gubernatorial Disaster Proclamation, the provision of the Unemployment Insurance Act, 820 ILCS 405/500(D), requiring a one-week waiting period for unemployment insurance claims is suspended for claimants who are unemployed and who are otherwise eligible for unemployment insurance benefits.

Section 6. During the duration of the Gubernatorial Disaster Proclamation, the provisions of the Open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended. Specifically, (1) the requirement in 5 ILCS 120/2.01 that "members of a public body must be physically present" is suspended; and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well their activities relating to COVID-19.



JB Pritzker, Governor

Issued by the Governor March 16, 2020
Filed by the Secretary of State March 16, 2020

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