



Village of South Jacksonville  
**Personnel & Finance Committee**  
 Village Hall Board Room  
 301 Dewey Drive, South Jacksonville, Illinois  
**Thursday, May 5, 2016**  
**6:00 p.m.**  
**Minutes - Open Session**

TOPIC	DISCUSSION	ACTION
Call to Order	Chairperson Steve Waltrip called the meeting to order at 6:00 p.m.	Noted
Roll Call	<b>Present:</b> Trustees: Steve Waltrip, Mike Elliott, John Gotschall, Stacy Pinkerton, Paula Belobrajdic-Stewart, and Kem Wilson. <b>Also present:</b> Village Clerk Dani Glascock, Superintendent of Public Works John Green, Office Manager Tiffanee Peters, and Village Attorney Rob Cross.	
Approval of Agenda	Paula Stewart made a motion to approve the Agenda as presented, Mike Elliott seconded, and motion carried unanimously.	Motion carried
Comments from the Floor	None.	Noted
Approval of Minutes	Mike Elliott made a motion to approve the Personnel & Finance Committee minutes of March 31, 2016, Stacy Pinkerton seconded, and motion carried unanimously.	Motion carried
Executive (Closed) Session	Stacy Pinkerton moved to go into executive session to discuss personnel matters; and Mike Elliott seconded. Those in favor: Steve Waltrip, Mike Elliott, John Gotschall, Stacy Pinkerton, Paula Stewart, and Kem Wilson. The Committee went into executive session at 6:03 p.m.	Motion carried
Roll Call	The Committee returned to open session at 6:35 p.m. - Steve Waltrip, Mike Elliott, John Gotschall, Stacy Pinkerton, Paula Stewart, and Kem Wilson.	Noted
Budget Discussion FY2017	Chair Steve Waltrip provided an update regarding the FY2017 budget process and noted department supervisors recently turned in their draft budgets for consideration. Preliminary IT information was distributed for review, along with information on recabling, upgrading camera systems, telephone system, and Board Room audio/visual. Office Manager Tiffanee Peters also provided an overview on upgrading the current water/sewer and accounts payable/receivable computer systems. Village Clerk Dani Glascock provided preliminary details from the TIF administrator regarding what funds may be available for IT infrastructure. It was noted that a percentage of TIF funds may also be available for water meters, fire truck, and utility truck. As the consensus from the Trustees was to proceed with obtaining solid information, the appropriate paperwork will be submitted to confirm amounts available and brought back to the next meeting for discussion. Officer Manager Peters provided highlights of the department draft budgets and more information will be provided during the next budget meeting. There has been a lot of clean-up as prior budgets weren't appropriately allocated. Officer Manager Peters also requested a meeting with Attorney Cross and Trustee Stewart to clean up the celebration budget, discuss the tourism grant	Noted

	<p>applications, along with expectations from First Christian Church regarding the Celebration. Trustee Stewart will forward the preliminary grant application she recently received from First Christian Church to Attorney Cross for review.</p> <p>Attorney Cross explained the process for competitive bidding and the ability to waive bids. A copy of the ordinance was distributed to the Trustees.</p>	Noted
Old Business	None.	Noted
New Business	It was agreed to meet again for budgets discussions on Monday, May 23 <sup>rd</sup> and wrap it up on Thursday, May 26 <sup>th</sup> .	Noted
Adjournment	There being no further business for discussion, John Gotschall made a motion to adjourn at 7:00 p.m., Stacy Pinkerton seconded; and the motion carried unanimously.	Motion carried.

  
 Steve Waltrip, Chair

  
 Kem Wilson, Co-Chair