





Village of South Jacksonville  
**Personnel & Finance Committee**  
 Village Hall Board Room  
 301 Dewey Drive, South Jacksonville, Illinois  
**Thursday, December 29, 2016**  
**5:30 p.m.**  
**Minutes - Open Session**

| TOPIC                           | DISCUSSION  | ACTION  |
|---------------------------------|---|---|
| Call to Order                   | Chairperson Steve Waltrip called the meeting to order at 5:30 p.m.  | Noted   |
| Roll Call                       | <p><b>Present:</b> Trustees: Steve Waltrip, Mike Elliott, John Gotschall, Stacy Pinkerton, Paula Belobrajdic-Stewart, and Kem Wilson.</p> <p><b>Also present:</b> Village Clerk Dani Glascock; Office Manager Tiffanee Peters; and Acting Police Chief Josh Hallock.</p> <p><b>Also present:</b> Terry Garner/Sikich.</p>   |   |
| Approval of Agenda              | Mike Elliott made a motion to approve the Agenda as presented, Steve Waltrip seconded, and motion carried unanimously.  | Motion carried  |
| Comments from the Floor         | None.   | Noted   |
| Approval of Minutes             | <p>Chair Steve Waltrip asked for a motion and second to approve the Personnel &amp; Finance Committee minutes of November 21, 2016. Trustee Elliott noted he was unable to make the motion as he wasn't present for the meeting. No motion or second was obtained. Minutes <b>failed</b> motion for approval.</p> <p>Mike Elliott made a motion to approve the Personnel &amp; Finance Committee minutes of December 5, 2016, John Gotschall seconded. Those opposed (NO) to approval were Kem Wilson, Stacy Pinkerton and Paula Stewart. Those in favor (YES) for approval were Mike Elliott, John Gotschall, and Steve Waltrip. Minutes <b>failed</b> motion for approval.</p> <p>Trustees Kem Wilson and Stacy Pinkerton requested a copy of the audio from the November 21<sup>st</sup> and December 5<sup>th</sup> meetings.</p> | <p>Motion <b>failed</b></p> <p>Motion <b>failed</b></p> |
| CLOSED/<br>EXECUTIVE<br>SESSION | Mike Elliott moved to go into executive session and John Gotschall seconded. Those in favor: Steve Waltrip, Mike Elliott, John Gotschall, Stacy Pinkerton, Paula Stewart, and Kem Wilson. The Committee went into executive session at 5:33 p.m.  | Motion carried.   |
| Roll Call                       | The Committee returned to open session at 5:58 p.m. - Steve Waltrip, Mike Elliott, John Gotschall, Stacy Pinkerton, Paula Stewart, and Kem Wilson.  | Noted   |
| IT Update Report                | Terry Garner from Sikich provided an update on the IT progress. He noted as the water/sewer billing computer was older, they were unable to move the data to the server. He recommended a new computer and the old computer could be repurposed. Discussion ensued. Given the age of the computer and moving forward with the new water meters, it was the general consensus of the Trustees to add the purchase of a new computer to the January Board agenda.   | Noted   |

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| Discuss Civic & LOCiS                                    |  | Chair Waltrip stated as the Trustees recently learned from LOCiS that they did not provide backup/storage services nor were they required to provide such service according to the contract, Sikich was retained to perform a backup and preserved those files on November 30, 2016. Tiffanee Peters reiterated now that the files were backed up, they were ready to move forward with Civic. Discussion ensued. It was the general consensus of the Trustees to include the proposed Resolution and approval of Civic services on the January Board agenda.   | Noted              |
| Elks Club bill   |  | Chair Waltrip initiated discussion regarding the additional bill received from the Elks in the amount of \$700 for loss of revenue, wages and food. Opinions differed on whether or not the additional bill should be paid. It was the general consensus of the Trustees to add the Elks bill as a separate action item for approval on the January Board agenda and not include the bill in payables.  | Noted              |
| City of Jacksonville fireworks bill                      |  | Office Manager Tiffanee Peters stated the Village received a bill for its portion of the fireworks in the amount of \$1,500 from the City of Jacksonville. Discussion ensued whether or not this was included in the grant approval for the Fourth of July Blast or an additional expense. It was the general consensus of the Trustees to add the fireworks bill as a separate action item for approval on the January Board agenda to be paid out of the tourism fund.  | Noted              |
| Health Insurance Package 2017                            |  | Chair Waltrip stated the employee health insurance has increased 12% from last year. Officer Manager Peters recommended establishing a committee in the future to review the current insurance plan against other options.  | Noted              |
| City of Jacksonville Dispatch Agreement payment increase |  | Chief Josh Hallock provided highlights contained in the Communication Services Agreement received from West Central Joint ETSB. Discussion ensued. It was the general consensus of the Trustees to include the agreement on the January Board agenda.   | Noted              |
| Old Business   |  | Chair Waltrip stated that during the December 5 <sup>th</sup> committee meeting the Trustees made a finding that the Christmas Party did serve a public purpose. It is the Village Attorney's recommendation to make a formal finding and document in a resolution during the budget process in June, rather than ratify the new finding at next week's Board meeting.<br><br>Trustee Wilson stated that tonight's meeting had not been talked about in advance and she wasn't aware until her packet was delivered. She asked Chair Waltrip to respectfully discuss with her as his Co-Chair before scheduling meetings. | Noted<br><br>Noted |
| New Business   |  | None.   | Noted              |
| Adjournment  |  | There being no further business for discussion, John Gotschall made a motion to adjourn at 6:25 p.m., Mike Elliott seconded; and the motion carried unanimously.  | Motion carried.    |

  
 Steve Waltrip, Chair  
  
 Ken Wilson, Co-Chair