

## **Personnel**

### **Minutes - Revised**

March 5, 2020

The Personnel Committee of the Piatt County Board met on Thursday, March 5, 2020 in Room 104 of the Courthouse. The meeting was called to order at 11:00 a.m. by Chairman Ray Spencer. Attending were: Spencer, Randy Shumard, Shannon Carroll, Robert Murrell, Dale Lattz, Assistant States Attorney Elizabeth Dobson, Keri Nusbaum. Not in attendance was Renee Fruendt.

Also in attendance were Jennifer Harper, Linda Leach, Debbie Marshall, Seth Floyd,

**Motion:** Carroll made motion, seconded by Murrell to approve the minutes of the January 15, 2020 meeting. All in favor and the motion carried.

### **Insurance Administration**

The responsibilities for the Health Alliance insurance are to be transferred to the Human Resources from the County Clerks office. Harper will finish processing the self-insurance claims.

The treasurer's office will open a separate account to receive the deposits from payroll deductions, and then write the check to pay the premiums. It will be an in and out account.

Murrell questioned if Human Resources had time.

Shumard asked if the insurance was in the job description for the Clerk's office. It has been in that office for years. He asked if there had been compensation to the Clerk's office for those duties, and there was not. CIRMA insurance will stay with the Clerk's office.

There is a check from Insure Champaign which needs to be deposited in an account for the run out. Carroll asked if Marshall would reach out to them to get the check. Shumard said there needs to be a stipulation where the check should go, and wants the minutes to reflect that there will be a separate account for insurance. Shumard asked if the nursing home insurance could go into the same account, and the treasurer said it would be prudent to keep that in a separate account.

**Motion:** Spencer made motion to move the insurance responsibility for health insurance from Jennifer Harper to the HR department (Linda Leach) for the courthouse, sheriff's office, office building and retirees. Seconded by Shannon Carroll. Roll was called: Spencer – yes; Carroll – yes; Lattz- yes; Shumard – abstain; Murrell – yes. The motion carries.

The Circuit Clerk salary was discussed. It needs to be set with the election coming up in the fall. Seth Floyd submitted information regarding salary of the circuit clerk in surrounding counties. Floyd said it needs to be set 6 months before the election.

Murrell asked if the information given in the chart can be put into dollars and cents for the next meeting.

**Motion:** Murrell made motion, seconded by Carroll to table the discussion to the next personnel meeting. Roll was called. Murrell – Yes; Carroll-Yes; Lattz-Yes; Shumard-No; Spencer-Yes. Motion carries. The matter will be tabled to the next personnel meeting.

### **Co Board Per Diem**

Murrell asked if the current board could change the per diem for the next board? ASA Dobson said she will research that. She said the current resolution does not have the definition of meeting, and that should be included. She said language in the resolution needs to be changed. Lattz said the states attorney office will look at it and make sure it is what it needs to be. She will also check when the resolution needs to be passed.

### **Public Comments**

John Kraft – Edgar County Watchdogs said the current county board per diem violates the county code. He believes they can be paid only one meeting per day, not per meeting. He said all the County Board members should reimburse the county.

Kirk Allen – Edgar County Watchdogs said a phone conference is not a meeting, and a class is not a meeting. He mentioned a mapping meeting which was cancelled and claimed in error. Mr. Spencer has reimbursed the county for that meeting.

**Motion:** Carroll made motion to adjourn, seconded by Murrell. On voice vote, all in favor and the motion carried.

The committee adjourned at 11:38 a.m.

Respectfully submitted,

Keri Nusbaum  
Piatt County Zoning Officer/Secretary to the County Board