



Village of South Jacksonville
Personnel & Finance Committee
 Village Hall Board Room
 301 Dewey Drive, South Jacksonville, Illinois
Thursday, March 9, 2017
5:45 p.m.
Minutes - Open Session

TOPIC	DISCUSSION	ACTION
Call to Order	Chairperson Steve Waltrip called the meeting to order at 6:03 p.m.	Noted
Roll Call	Present: Trustees: Steve Waltrip, Mike Elliott, John Gotschall, Stacy Pinkerton, Paula Belobrajdic-Stewart, and Kem Wilson. Also present: Village Clerk Dani Glascock; Office Manager Tiffanee Peters; Acting Police Chief Josh Hallock, and Code Enforcement Wilbur German.	
Approval of Agenda	Stacy Pinkerton 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	Stacy Pinkerton made a motion to approve the Personnel & Finance Committee minutes of December 29, 2016, Mike Elliott seconded, and motion carried unanimously.	Motion carried
PSEBA Obligation	1 Office Manager Tiffanee Peters distributed a handout explaining required health coverage benefits for full-time law enforcement who suffers a catastrophic injury. Discussion ensued. Ms. Peters stated the amounts would be deducted from the police department budget and the Village would be paying retro bills to Officer Fitzgerald's family. It was the general consensus of the Trustees to obtain documentation which supports the retro bills for auditing purposes and to submit with payables.	Noted
Furnace/AC	2 Office Manager Tiffanee Peters stated there have been many issues with the furnace this year. They received a quote from Leach-Remmers Heating & Air to replace both the furnace and air-conditioning at Village Hall for \$4,860. It was the general consensus of the Trustees to approve the purchase and to submit with payables.	Noted
IT Managed Service	3 Office Manager Tiffanee Peters presented information received from Sikich Technology regarding maintenance of our IT system. She noted that our system was not a 'set it and forget it' system and that the Village didn't have an IT person on staff. Discussion ensued. It was the general consensus of the Trustees to obtain additional quotes for maintenance (suggestions were Blue Moon Technology and BLH Computers) and to bring the discussion back to the Committee.	Noted
Personnel Policy/ Email Policy	4 Office Manager Tiffanee Peters stated nothing has been decided regarding the email policy, which could be in line with the new personnel policy under development. Discussion ensued. It was the general consensus of the Trustees to bring the discussion back to the Committee.	Noted
Old Business	None.	Noted

New Business		Discussion ensued regarding a donation request for the JHS After Prom Party. It was the general consensus of the Trustees to donate \$400 from the general fund to JHS. In response to a question, the Trustees agreed they would donate the same to Routt if requested.	Noted
Adjournment		There being no further business for discussion, John Gotschall made a motion to adjourn at 6:18 p.m., Mike Elliott seconded; and the motion carried unanimously.	Motion carried.



 Steve Waltrip, Chair



 Ken Wilson, Co-Chair