

**Personnel and Salary Committee
Tentative Minutes
May 14, 2024**

1. Call Meeting to Order: Chairperson Heuer called the meeting to order at 9:00 a.m. Present: Corbitt, Huber, Kenney, Larson, Reeverts, Simms and Heuer. Others present: Asp, Director of Court Services Cindy Bergstrom, Circuit Clerk Kim Stahl, Coroner Lou Finch, and Arlene Sangmeister. Absent: Jacinto
2. Approval of Minutes – April 9, 2024 - Motion by Kenney to approve the minutes as presented, 2nd by Reeverts. Motion carried.
3. Public Comment: None.
4. New Business: Heuer went over the monthly payroll adjustments.

a. HR Director:

1. Department Head Meeting 5/21 @ 1:30 pm: Heuer shared this is a meeting is open for the Personnel committee to attend if they would like to.

- b. Circuit Clerk: Stahl shared she has hired another employee even though there is no opening in her office. She is coming with 3 years of experience and Stahl shared the budget is okay. Stahl shared she will have a retirement sometime this summer. Larson stressed the importance in following the proper procedures when hiring a County employee.

Corbitt thanked Stahl for reaching out to her and letting her know. Larson shared that if an elected official hires an employee without going through proper County procedures that employee can be released when the elected official that hired them leaves.

- c. FLSA Wage Changes: Doesn't affect a lot of our employees but it does some. Heuer shared this will be discussed in the Department Head meeting but it is overtime for salaried employees. This will also be another budgetary constraints moving forward.

- d. Elected Official's Salaries: Heuer apologized for mistake last month by going into closed session as it has been clarified with her you cannot talk about an elected official in a closed meeting. Heuer provided another handout to the committee to review with the salaries for the surrounding counties and the UCCI data. Heuer also shared she had talked to Chairman Finrock and he is asking that the committee consider that possibly we haven't looked at the loss in parity with the other elected officials that already have 2% for the next two years. Heuer shared she had a conversation with State's Attorney Rock and he has expressed the Circuit Clerk's position is the only official that can be looked at each year.

Corbitt clarified if that would allow us to look at the yearly increase each year as well and Heuer responded yes. Heuer went around the room and asked each members opinion on the Circuit Clerk's salary

Huber moved to keep the salary as is for the Circuit Clerk and give a 2% increase for one year with an annual review and Larson seconds. Heuer asks for a roll call:

Yes: Huber, Larson, Simms, Heuer

No: Kenney, Corbitt, Reeverts,

Motion carries.

Heuer went around the room and asked the opinions of the committee on the base pay of the County Coroner.

Corbitt moved to approve the base pay for the Coroner at \$65,766 for the next four years, Reeverts seconds and roll call was taken.

Yes: Reeverts, Corbitt, Larson and Heuer

No: Huber, Simms and Kenney

Motion carried.

Kenney moves for a 0% increase for the next four years and Larson seconds. Roll call was taken.

Yes: Larson, Kenney and Heuer

No: Huber, Reeverts, Corbitt and Simms

Motion fails.

Reeverts moves for a 1% increase year over year from FY2025-FY2028 and Corbitt seconds. Roll call was taken.

Yes: Huber, Reeverts, Corbitt and Simms

No: Larson, Kenney and Heuer

Motion carried.

Heuer shared she will take these motions to finance for their final vote.

5. Old Business:

a. Human Resource Information System status – Larson shared the payroll process is being refined with each payroll that we are processing. Kenney shared he is really surprised it has gone as well as it has because there are a lot of pieces involved. Larson shared the HR and Treasures departments have put in a lot of hours to getting things in order.

b. Merit review schedule for 2024 – None.

6. Closed Session - None

7. Open Session – None

8. Adjournment: With no further business, Chairperson Heuer adjourned. Time: 9:59 a.m.

Respectfully submitted,
June Jacobs

	FY2021 2%	FY2022 2%	FY2023 2%	FY2024 2%	FY2025 2%	FY2026 2%	FY2027	FY2028	FY2029	FY2030
County Clerk & Recorder Stipend (State) - \$6,500	\$84,871.00	\$86,993.00	\$88,733.00	\$90,508.00	\$92,318.00	\$94,164.00				
Treasurer Stipend - (State) - \$6,500 Stipend - (Insurance Fund) - \$3,500 County Health Insurance	\$84,871.00	\$86,933.00	\$88,733.00	\$90,508.00	\$92,318.00	\$94,164.00				
					FY2025 0%	FY2026 0%	FY2027 0%	FY2028 0%		
Circuit Clerk Stipend (State) - \$6,500	\$84,871.00	\$86,993.00	\$88,733.00	\$90,508.00	\$90,508.00	\$90,508.00	\$90,508.00	\$90,508.00		
				Total (Salary + Stipend)	\$97,008.00	\$97,008.00	\$97,008.00	\$97,008.00		
Coroner Stipend (State) - \$6,500	\$71,048.00	\$72,824.00	\$74,280.00	\$75,766.00	\$65,766.00	\$65,766.00	\$65,766.00	\$65,766.00		
				Total (Salary + Stipend)	\$72,266.00	\$72,266.00	\$72,266.00	\$72,266.00		

Items already passed by Ordinance 2022-0501

	# Counties	25th Percentile	Median	75th Percentile	Per Diem Median
Board Member	22	\$2,875	\$6,601	\$15,448	\$65
Circuit Clerk	44	\$62,742	\$72,466	\$84,030	*
Committee Chairman	11	\$750	\$2,500	\$12,840	\$68
Coroner/Medical Examiner	43	\$21,800	\$40,591	\$61,000	*
County Auditor	9	\$53,575	\$67,995	\$98,936	*
County Board Chairman	33	\$6,000	\$8,219	\$25,341	\$78
County Clerk	44	\$65,106	\$72,864	\$85,663	*
County Treasurer	43	\$61,723	\$72,608	\$82,400	*
Recorder of Deeds	7	\$46,467	\$67,995	\$86,060	*

*These 3 pages of data are the conclusion of the discussion from April's closed session. It is being made public in the open meeting in May.

Surrounding Counties Coroner Wages 2024

	Population*	Current	Percent	FY2025**	FY2026	FY2027	FY2028
OGLE	51,788.00	\$75,766.00	0%	\$65,677.00	\$65,677.00	\$65,677.00	\$65,677.00
Boone***	53,448.00	\$64,119.64					
Jo Daviess	22,035.00	\$20,873.00					
Lee	34,145.00	\$42,400.00					
Stephenson	44,630.00	\$45,625.00					
Whiteside	55,691.00	\$53,900.00					

*Population Census - April 1,2020

**New Coroner Elected in 2024

*** From Boone Co. Website

25th Percentile	Median	75th Percentile
\$21,800.00	\$40,591.00	\$61,000.00

These numbers are base salary only and do NOT include the \$6,500 stipend each year. Yearly Salary will be \$72,266 (\$65,677+\$6,500)

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Surrounding Counties Circuit Clerk Wages 2024

	Population*	Current	Percent	FY2025	FY2026	FY2027	FY2028
OGLE	51,788.00	\$90,508.00	0%	\$90,508.00	\$90,508.00	\$90,508.00	\$90,508.00
Boone**	53,448.00	\$80,178.02					
Jo Daviess	22,035.00	\$77,260.00					
Lee	34,145.00	\$69,000.00					
Stephenson	44,630.00	\$72,531.00					
Whiteside	55,691.00	\$85,680.00					

*Population Census - April 1,2020

** From Boone County Website

25th %	Median	75th%
\$62,742.00	\$72,466.00	\$84,030.00

These numbers are base salary only and do NOT include the \$6,500 stipend each year. Yearly salary will be \$97,008.00 (\$90,508 + \$6,500)

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