

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF DECEMBER 7, 2017

Chairman Bob Young called the meeting to order at 5:00 p.m. in the committee room in the Livingston County Historic Courthouse.

Present: Young, Shafer, Allen, Arbogast, Bunting, Fannin, Holt, Ingles, Kestner

Absent: Steichen

Also Present: Executive Director Alina Hartley

Young called for any additions or corrections to the agenda with none being requested. *Motion by Allen, second by Ingles approve the agenda as presented. MOTION CARRIED WITH ALL AYES.*

The Committee reviewed the minutes of the November 9, 2017 meeting. *Motion by Fannin, second by Holt to approve the minutes. MOTION CARRIED WITH ALL AYES.*

Comments from Executive Director Alina Hartley – Hartley presented a draft of the County Board Agenda for the Committee’s review. Hartley noted that it was likely that the Intergovernmental Agreement with Vermilion Valley would need to come off, because it had not yet been reviewed by Randy Wittenberg.

Hartley discussed with the Committee the proposed process for the 2018 planning session.

Comments from the Chairman – Chairman Young reported that meetings have started with Farnsworth Group to discuss the needs for the H&E building. Young reported that Farnsworth had met with Hartley, and will be meeting later this week with Hillman and Myers.

Comments from Committee Chairman –

On behalf of the Property Committee, Ingles reported that the maintenance division has contracted work to be done on the chillers at the Public Safety Complex. Ingles also reported that trees had been removed from the courthouse square and new trees were planted. Ingles commended Trost and DCM Landscaping for their work.

On behalf of the IT Committee, Allen requested Hartley provide a report due to her absence. Hartley reported that the Committee approved some end of year purchases that were purchased within the IT and Capital Budget. Hartley stated those purchases included Exchange, which will eventually eliminate the need to host the County email with Google resulting in a cost savings. Hartley stated that Sear also purchased some switches, which Sear will utilize to remove the phone system off of the network.

On behalf of Personnel, Arbogast reported that OSF and BCBS had reached a multi-year agreement. Arbogast also reported that all the retirements resulting from the Early Retirement Incentive had occurred.

On behalf of the Finance Committee, Shafer reported that overall it appears we will be approximately 3% under budget for the year. Shafer also reported that we went live with the new accounting software.

On behalf of the Sheriff, Jail & License Committee, Kestner reported there are currently 146 guests at the jail. Kestner reported that the housing program generated a total of \$1,786,742 in revenue for FY 2017.

On behalf of Highway, Bunting reported that the Committee approved a resolution appropriating \$804,000 in MFT funds for 2018 work. Bunting stated that the Committee is also recommending approval of an engineering agreement in the amount of \$27,000. Bunting reported that the Committee received the quarterly report and also approved the salary for County Highway Engineer with a \$1,500 increase in salary.

On behalf of the Ag & Zoning Committee, Holt reported that the Committee has no action items this month. Holt reported that he had met with Republic and they will be installing a new well in 2018 due to some ongoing issues. Holt also reported that the landfill has changed their method of compaction in hopes of a 10% improvement rate.

On behalf of the Elections Committee, Fannin reported that there will be two appointments on the County Board consent agenda for consideration. Fannin further reported that the Committee is also recommending approval of an Identity Protection Policy which is required by statute.

*Motion by Kestner, second by Fannin to adjourn the meeting. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:46 p.m..*

Alina Hartley
Executive Director