

LIVINGSTON COUNTY BOARD
MINUTES OF October 12, 2017 MEETING OF THE COUNTY BOARD

OPENING

County Board Chairman Young called the meeting to order at 6:00 p.m., in the County Board Room of the Historic Courthouse, 112 W. Madison, Pontiac, Illinois.

The invocation was presented by Pastor Matt Routien of the Pontiac Bible Church. Patrick Killian led the Pledge of Allegiance.

The clerk called roll with the following **present:** John “Jack” Vietti, Jason Bunting, John Slagel, G. Michael Ingles, Joseph D. Steichen, Tim Shafer, Patrick D. Killian, Paul A. Ritter, Carolyn Gerwin, Steven Lovell, Vicki Allen, Kathy Arbogast, Justin Goembel, James A. Carley, Daryl N. Holt, Mark Runyon, William Mays, David W. Heath, Stanley R. Weber, Bob Young, John L. Yoder and Marty Fannin **Absent:** Ronald L. Kestner and Robert F. Weller

Also Present: County Clerk-Kristy Masching, Executive Director-Alina Hartley, County Highway Engineer-Clay Metcalf, Finance Director-John Clemmer, Human Resources Director-Linda Daniels and Treasurer Barbara Sear

AGENDA

Chairman Young asked for approval of the agenda as presented. *Motion by Fannin, second by Ritter to approve the agenda.* **MOTION CARRIED ON UNANIMOUS VOICE VOTE.**

APPROVAL OF MINUTES

Chairman Young called for approval of the September 14, 2017 meeting minutes. *Motion by Holt, second by Fannin to approve the September 14, 2017 meeting minutes.* **MOTION CARRIED ON VOICE VOTE.**

PRESENTATION

None

APPEARANCES

None

CONSENT AGENDA

- A. Approval of Bills
- B. Appointments:
 - a) **Paul Gray** – re-appointment to the Northeast Sullivan Mona Drainage District, term expiring Tuesday, September 2020.

Chairman Young called for approval of the consent agenda. *Motion by Ritter, second by Ingles for approval of the Consent Agenda.* **MOTION CARRIED ON ROLL CALL VOTE. Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Ritter Gerwin, Lovell, Allen, Arbogast, Goembel, Carley, Holt, Runyon, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Kestner and Weller

HIGHWAY

Committee Chairman Jason Bunting reviewed the **Action Agenda Item** as follows:

- a) **Quarterly Report:** 3rd Quarter FY17

Motion by Bunting, second by Runyon to approve the Quarterly Report for the 3rd Quarter in FY17. **MOTION CARRIED ON ROLL CALL VOTE. Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Ritter Gerwin, Lovell, Allen, Arbogast, Goembel, Carley, Holt, Runyon, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Kestner and Weller

Motor Fuel Tax (MFT) Reduction - County Highway Engineer-Clay Metcalf reported on information that was provided to the Illinois Association of County Engineers at their fall conference regarding a reduction of \$303 million to IDOT's FY 2018 budget. As a result, the Secretary of Transportation made the decision to cut \$50 million from the local road and bridge projects in an effort to minimize the damage the cut will cause to the entire state system. On the county level, the township programs will see a reduction of \$150,000. with the County Highway Department receiving \$78,790 or about half of what they received last year. Discussion followed. Metcalf stated that a committee comprised of members from his association (IACE), township officials and the Illinois Road and Transportation Builder's Association are working with IDOT to format a plan of action to explain how detrimental this action is to an already troubled transportation system and to push harder for some type of reform which would increase incrementally as costs rise. The \$303 million reduction to IDOT'S FY 2018 budget was one-third of their entire budget. Bunting noted that information on the reductions and where it was transferred to was included in an email sent out on September 20.

AG & ZONING

Committee Chairman Daryl Holt reported that even though they didn't have a quorum, the committee reviewed the following: the Solid Waste Report, the Hazards Mitigation Plan; an update on the status of Zoning Case ZT-3-17 regarding wind farms; and were presented with a couple of draft revisions of the proposed Livingston County Spiller Pays Ordinance.

FINANCE

Resolutions (#2017-10-37 to #2017-10-45): Authorizing the Sale of Real Estate – Treasurer-Barb Sear presented information on the result of the sealed bid auction held in September. At this sale, nine parcels located throughout the county sold with prices ranging from \$641 (minimum bid) to \$10,000. Ms. Sear noted that the object of this process was to put the property back on the tax rolls and in the hands of responsible owners who will pay their taxes. She was asking the board for their approval to continue this process so the trustee can transfer ownership to the successful bidders. *Motion by Shafer, second by Bunting to approve the nine resolutions authorizing the sale of real estate for back taxes with one roll call vote.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Ritter Gerwin, Lovell, Allen, Arbogast, Goembel, Carley, Holt, Runyon, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Kestner and Weller

Presentation of FY 2018 Budget and Levies – Committee Chairman Tim Shafer noted that each member had a copy of the proposed FY 2018 budget which also included the county levies. Finance Resource Specialist John Clemmer commented on the FY 2017 Budget and Levies and presented a summary for the members to review. Highlights follow. **Miscellaneous Levies** - The Veteran's Commission, Public Health, and Mental Health budgets are in line with the levy amounts established by the Finance Committee. The Highway Department budget had a significant reduction in the Motor Fuel Tax revenue from the state and has been adjusted to reflect this change. The Tort Levy has been adjusted up to strengthen the fund balance in this fund. This increase has been offset by small reductions in other levies, such as social security and IMRF. Revenue from the landfill continues strong with the Pontiac Host Fund revenue account increasing by \$250,000 on the revenue side to \$3,250,000. **General Fund** – Some of the goals/objectives that the committee set were to hold the tax levy at the current rate; cap the expenses/transfers from the Pontiac Host Fund to \$2,000,000 or less; to make prudent decisions regarding expenditures; and to reduce the transfers by \$800,000 over the next three years. Factors that influenced how the final numbers were arrived at were: EAV increased slightly by 1.5%; decrease in the Personal Property Replacement Tax with other State revenue and reimbursements remaining status quo; significant increase in the out of county jail revenue; fees and assessments have bottomed out; charges for services in the County and Circuit Clerk's offices are trending up; expenses overall have increased less than 1% higher over last year's expenses; and health insurance premiums didn't increase. Clemmer commented on the proposed FY18 Budget as follows: General Fund - beginning fund balance of \$4,021,723 with estimated total revenue at \$11,239,319., which includes a transfer in of \$693,785 from the Pontiac Host Fund; projected expenditures of \$11,199,319 which includes a \$40,000 transfer out for social security and IMRF. A significant infrastructure investment was made in county services with the proposed capital projects totaling \$655,395. Clemmer also noted that the proposed FY 2018 budget figures reflected a reduction of \$291,720 in transfers from the Pontiac

Host Fund. *Motion by Shafer and second by Fannin to present the proposed budget for display with final action taking place in November.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Ritter Gerwin, Lovell, Allen, Arbogast, Goembel, Carley, Holt, Runyon, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Kestner and Weller

PERSONNEL

Resolution (#2017-10-46): Vacation and Sick Leave Policy Revision – Human Resources Director-Linda Daniels presented information on the proposed revision. She stated that the current policy is to accrue sick and vacation days on the last day of the month. Employees who are not on the time clock must have their benefit accruals calculated manually. Daniels also noted that our time-keeping, payroll and the HR self-service software programs do not work together in keeping track of sick and vacation hours. The proposed revision would enable the systems to work together and accrue the benefits automatically each of the twenty-six pay periods. This change has been discussed in the union negotiations with all of the unions being in favor of this change. Ms. Daniels commented that also included in the sick leave policy, correctional officers, court security and secretaries hired after May 3, 2017, would be adhering to the county's policy. A new section regarding this sick leave policy change for new employees was added to the policy (Section 8-4.9). *Motion by Arbogast and second by Gerwin to approve the vacation and sick leave policy revision.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Ritter Gerwin, Lovell, Allen, Arbogast, Goembel, Carley, Holt, Runyon, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Kestner and Weller

Ms. Daniels also commented that the committee had approved the renewals for health, dental and vision insurance. The health insurance rate came in with a one-third of a percent decrease, the dental rates stayed the same and vision insurance increased 5% or \$.60/month. We are still awaiting the outcome of the stand-off between OSF and Blue Cross Blue Shield.

SHERIFF, JAIL & LICENSE

Vice-Committee Chairman Mike Ingles (in the absence of Chairman Ron Kestner) reported the following items of interest from their committee meeting: heard the monthly department, Pro-Active and Animal Control reports; one raffle license was approved; and learned that the jail was currently housing a total of 145 detainees, 40 from the federal North District, 11 from the Federal Central District, 34 from Cook County, and 60 from Livingston County.

ELECTION, RULES & LEGISLATION

Committee Chairman Marty Fannin noted that his committee met briefly before the meeting and recommended the Consent Agenda appointment of Paul Gray to the Northeast Sullivan Mona Drainage District.

VETERANS ASSISTANCE

Chairman Joe Steichen reported that bills and the number of trips are down and that they are under budget.

INFORMATION & TECHNOLOGY

Committee Chairwoman Vicki Allen reported that they met with Jon Sear. Vicki highlighted his report. The Sheriff's Department file server crashed, but due to nightly backups, Jon was able to get the department moved over to the virtual server. Financial Edge has been installed in the Bookkeeping, Finance, County Clerk and Treasurer's Offices. He will be working on getting the software installed for Mental Health, Public Health and Highway.

PUBLIC PROPERTY

Committee Chairman Mike Ingles reported the following: the installation of the intercom system in the wheelchair lift is nearly complete; some roof repairs have been completed with significant repair work budgeted in next year's capital projects; one of seven forced air heating/cooling units at the 110 West Water street facility was damaged requiring repair or replacement; a large hackberry tree was removed due to significant rot damage

to the tree's base and limb structure; and the jail is looking into contracting with Trane to maintain the chillers next year.

ADMINISTRATIVE

Chairman Young stated that he didn't have any news to report on, that there had been a number of meetings and discussions with various entities.

HOUSING AUTHORITY

John Slagel reported that there are two boards, the Livingston County Housing Authority and the Livingston Property Development. They manage three low-cost housing developments comprised of 237 units. The Property Development manages the new 26-unit St. James Place on Water Street and is complete and fully occupied. Slagel commented that they had been working on their 2018 budget which is \$1.2 million dollar budget with \$123,000 included for capital expenses. Slagel noted that the staff received a 3% raise since they hadn't received one in three years. Their next meeting will be held at 1:00 p.m. on November 16.

RECREATION

No report

PUBLIC COMMENT

Daryl Holt provided an update on the cleanup of three properties in the county that were in need of care. He also reported that the ZBA had finished hearing testimony. Their next meeting is scheduled for November 6 to discuss and decide the make-up of the ordinance.

Break was held from 6:46p.m. to 6:48p.m.

EXECUTIVE SESSION

Motion to go into Executive Session pursuant to 5ILCS 120/2 (c) (21) Semi-Annual Review of Executive Session Minutes was made by Ritter, second by Fannin. MOTION CARRIED ON ROLL CALL VOTE. Ayes: Vietti, Bunting, Slagel, Ingles, Shafer, Killian, Ritter Gerwin, Lovell, Allen, Arbogast, Goembel, Carley, Holt, Runyon, Mays, Heath, Weber, Young, Yoder and Fannin *Nays:* Steichen *Absent:* Kestner and Weller

ACTION RESULTING FROM EXECUTIVE SESSION

5ILCS 120/2 (c) (21) Semi-Annual Review of Executive Session Minutes – The Board reviewed minutes from: April 11, 2013, May 14, 2015, October 15, 2015, December 17, 2015, March 17, 2016, June 16, 2016, October 13, 2016, November 17, 2016 and December 15, 2017.

Motion by Ingles, second by Killian to:

- *Approve executive session minutes for content & open:* November 17, 2016
- *Approve executive session minutes for content & close:* December 15, 2016
- *Open previously approved for content executive session minutes:* June 16, 2016 and October 13, 2016
- *Keep closed the following content approved executive session minutes:* April 11, 2013, May 14, 2015, October 15, 2015, December 17, 2015 and March 17, 2016, and
- *The authorization of the destruction of all verbatim records dated eighteen months and older, previously approved for content.*

MOTION CARRIED ON UNANIMOUS VOICE VOTE. Absent: Kestner and Weller

CLOSING CEREMONY

None

ADJOURNMENT

The meeting adjourned at 7:01 p.m., on motion by Fannin, second by Arbogast. MOTION CARRIED WITH ALL AYES ON VOICE VOTE.

Bob Young, Chairman

Attest:

Kristy A. Masching
County Clerk

November 16, 2017
Approved

Minutes Bd 10-12-17.A