

LIVINGSTON COUNTY BOARD  
ADMINISTRATIVE COMMITTEE  
MINUTES OF JUNE 7, 2018

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 (arrived at 5:34 p.m.), Allen, Arbogast, Bunting, Fannin, Holt, Ingles, Kestner,

Absent: Steichen

Also Present: County Board Members John Slagel and Linda Ambrose, Executive Director Alina Hartley, Human Resources Director Ginger Harris, and Finance Director Diane Schwahn

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

The Committee reviewed the minutes of the May 10, 2018 meeting. *Motion by Ingles, second by Holt to approve the minutes.* **MOTION CARRIED WITH ALL AYES.**

**Approval of Travel Expenses** – Hartley presented a request for approval of travel expenses for expenses related to the annual UCCI conference which exceed the thresholds within the travel policy. *Motion by Holt, second by Ingles to approve the expenses as presented.* **MOTION CARRIED WITH ALL AYES.**

**Comments from the Chairman** – Chairman Young reported that there was a discussion held at the IT Committee regarding the streaming of Committee meetings. Young stated that he felt strongly against for a number of reasons, but mostly due to Sear's plate already being full. Young stated that it would also be difficult to share sensitive information with board members with cameras rolling, so less information would be divulged during meetings. A lengthy discussion took place with members weighing in both for and against.

Young stated that another topic that was being discussed was a resolution supporting the 2<sup>nd</sup> amendment. Young stated that he felt that it wasn't the county's place to weigh in on such topics. Discussion took place. Fannin noted that the elections committee will continue discussion at next month's meeting.

**Comments from Committee Chairman –**

On behalf of Personnel, Arbogast reported that the Salary Schedule and Policies were reviewed in joint session with Finance. Harris reported that the policy includes a

longevity pay for those employees who reach the top end of their pay scale. The longevity pay will be made in two installments, payment in May and November.

On behalf of IT, Allen reported that Sear continues to work on the phone system changeover.

On behalf of the Highway Committee, Bunting reported that the committee will have three action items which include a letting, an agreement with HL&R for a railroad crossing project that is to be reimbursed, and finally the quarterly report for the department.

On behalf of the Elections Committee, Fannin reported that there were some reappointments that were approved for mental health. Fannin also reported that the committee had a lively discussion on both the 2<sup>nd</sup> amendment and the committee restructure.

On behalf of the Finance Committee, Shafer reported that the committee received an update on the financial software upgrade. Shafer further reported that the committee has begun the budget process and approved the annual calendar and guidelines.

On behalf of the Sheriff, Jail & License Committee, Kestner reported that the committee received the probation quarterly report from Ron Baker. Kestner reported that the jail generated \$175,327 in outside housing income. Kestner stated that there were 135 detainees in the jail on the day of the meeting.

On behalf of the Ag, Zoning and Emergency Services Committee, Holt reported that the committee received an update on the status of the solar applications. The ZBA will meet again on June 19<sup>th</sup> at 7:00 p.m. to review those applications. Holt stated that there was an application for a small slaughter house pending, however, the application was not proceeding at this time. Holt reported that the Streator landfill has seen a number of improvements to the drive and run-off. Holt stated that the committee was told that the landfill looks better than it has in quite some time. Holt updated the committee on the status of the porta-potty business.

On behalf of the Property Committee, Mike Ingles reported that the manager's position was posted, and one internal candidate applied. Ingles reported that there is an issue with the H&E sewer line. Popejoys have been contacted and are working on finding a solution.

*Motion by Holt, second by Kestner to adjourn the meeting.* **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:52 p.m..

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Alina Hartley  
Executive Director