

**LIVINGSTON COUNTY BOARD
MINUTES OF May 17, 2018 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 Jan Ambrose of the Judah Ministries. Joe Steichen 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, Ronald L. Kestner, Paul A. Ritter, Carolyn Gerwin, Steven Lovell, Vicki Allen, Robert F. Weller, James A. Carley, Daryl N. Holt, William Mays, David W. Heath, Stanley R. Weber, Bob Young, John L. Yoder and Marty Fannin **Absent:** Kathy Arbogast and Mark Runyon **Vacancy:** Justin Goemmel

Also Present: County Clerk-Kristy Masching, Executive Director-Alina Hartley, PTHS Unified Basketball Team, Garage Squad Mechanic-Ron “Wreck it Ronnie” Gregurich, Farnsworth Group Representative-Dave Burnison and Jeff Gastel, Zoning Administrator-Chuck Schopp, Treasurer-Barb Sear, Human Resources Director-Ginger Harris, GLCEDC Director-Adam Dontz and County Highway Engineer-Clay Metcalf.

BOARD APPOINTMENT TO FILL DISTRICT 3 VACANCY

Chairman Young recommended the appointment of Linda Ambrose to fill the District 3 county board vacancy. *Motion by Ingles, second by Weller to appoint Linda Ambrose as County Board Member to fill the District 3 vacancy.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon **Vacancy:** Goemmel

After being sworn in by County Clerk Kristy Masching, Linda was escorted to her seat by John Slagel.

AGENDA

Chairman Young noted that an Executive Session for pending litigation would be added to the agenda. He then called for approval of the agenda as amended. *Motion by Ritter, second by Shafer to approve the agenda.* **MOTION CARRIED ON UNANIMOUS VOICE VOTE.**

APPROVAL OF MINUTES

Chairman Young called for approval of the April 12, 2018 meeting minutes. *Motion by Holt, second by Weller to approve the April 12, 2018 meeting minutes.* **MOTION CARRIED ON VOICE VOTE.**

PRESENTATIONS

Resolution (#2018-05-14) Recognizing PTHS Unified Basketball State Champions - Board Member Jim Carley read the resolution recognizing and congratulating the Pontiac Indians for winning the 2018 Unified Basketball State Championship. They achieved a State Championship in their very first year of participation, outscoring their opponent by a score of 51 to 37. Team members included Preston Wilson, Montana McCulley, Austin Vanover, Adam Blair, Jakob Grieff, Jacob Duffy, Jamie Martin, Gavin Bauknecht, Nick Ellis, Carson Gregory, Trevor Heddins, and Keaton Casares, and were supported by Team Manager Ronnie Fearman and led by Coaches Buck Casson, Pam Sawyer and Laura Baumgardner. Chairman Young expressed his thanks to the team for bringing prestige and notoriety not only to their school but to Livingston County as well. *Motion by Ingles, second by Gerwin to approve the Resolution Recognizing the PTHS Unified Basketball State Champions.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon

Resolution (#2018-05-15) Proclamation of the Livingston County Board Recognizing Garage Squad – Board Member-Paul Ritter read the resolution recognizing and commending the members of the “Garage Squad” for their mentoring of Livingston County High School Students in partnership with the Pontiac Township High School and the Livingston Area Career Center. The resolution also proclaimed that May 19th be designated as “Garage Squad Day” in Livingston County. Garage Squad Mechanic-Ron “Wreck it Ronnie” Gregurich received the proclamation on behalf of the “Garage Squad” team. *Motion by Ritter, second by Lovell to approve the Resolution Recognizing the Garage Squad.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon **Abstain:** Shafer

Farnsworth Group: H & E Building Analysis – Property Chairman-Mike Ingles explained that the Property Committee had started discussions on what they could do to provide facilities for the H & E Building on Torrance Avenue. The building is old and was designed as a TB Sanitarium and over the years has gone through several renovations. Ingles noted that the Farnsworth Group was engaged to analyze three viable options: remodel the existing facility; build new; or look at alternate buildings that might be remodeled for our use. After the review of existing buildings it was determined that remodeling an alternate building would not work. After a more in depth study of the two remaining options, the Farnsworth Group presented the pros and cons of the two remaining options to the committee and recommended that building new would be the best option. The Property Committee unanimously voted to move down the path of building a new facility.

Dave Burnison and Jeff Bastel of the Farnsworth Group were in attendance to present a brief overview of the information that was presented to the Property Committee. Burnison presented a few tasks used in the scope of the study and reiterated that the scope of the project was to study the three concepts: using the current building, fitting the programs into another building or developing a new building on the existing site. Burnison stated that their process confirmed what the existing space usage currently was and was arrived at after interviewing department heads as well as walking through and documenting the size of the current building spaces. A design program was then developed to organize that information which was used in turn to develop a design concept for the proposed new building. After their review and presentation to the committee, Concept 2-developing a new building was selected for further study. Burnison noted that the goal is to build a new building on the existing site which incorporates the space program identified in the planning process; provides value via efficiency, performance and safety; and accommodates integration with IHR. Burnison noted that as they went through the space program some of the planning considerations included: building entrances; confidentiality; varying age groups; and to make functional improvements (ADA and safety). Burnison also provided a recap of the program summary which stated that 18,537 was the existing DGSF (departmental gross square footage) with the proposal coming in at about 19,000. He noted that some of the opportunities which the site design included were: sited building so existing building can remain operational during construction; retain an entrance oriented towards Torrance Avenue; parking and drives support IHR building; provides access to Health Department and IHR Building front doors; works with discharge storm water detention basin; and considered impact on existing water mains. Some of the features a new building would provide are: the desired space program; separate entrances under single point of control; discrete entry for Family Planning; confidentiality; full ADA accessibility; increased safety; natural light and energy efficiency. Burnison noted that there were many choices in the design of the building which could steer the price of the building up or down. With that being said he stated that they have projected the general construction cost magnitude to be around \$4.58 - \$4.6 million (includes building construction, storm shelter upgrade and site construction). Other projected costs include: design fees - \$368,000; civil engineering fees - \$39,000; survey/staking fees - \$25-30,000; and miscellaneous costs (technology and furniture). The building itself is envisioned to be a single story building with a pitched metal roof (for longevity), using high performing mechanical systems that are simple to run. He also reviewed a chart which compared the pros and cons of reusing the existing building versus building new. Burnison noted that after reviewing the costs, the option to fix the old building is very similar to the cost of building a new one except that it has a wild card of variables that can't be controlled which would necessitate the inclusion of healthy contingencies to account for that issue. He stated that with a new building costs are identifiable and more controllable. Discussion highlights included the following: time frame for construction anticipated 4-5 months; employees wouldn't have to be relocated during construction if building new; to build rather than remodel due in part to large cost to upgrade the

mechanical systems and meet ADA compliancy in the existing building; building would enable us to provide a storm shelter area for the employees; noted that the project cost adjustments include a percentage of the project cost as well as task based fees; ways to manage projects to be included in future discussions; this phase was to determine whether we remodel or re-build; reasons why sites outside of Pontiac haven't been considered; it was noted that it was publicized to board members and the public, for help in identifying existing facilities for consideration; reasons to stay in Pontiac include our ownership of the land and the sites adjacency to Mental Health and IHR facilities; what the costs would be for remaining in the current building and the maintenance costs for the last five years of the existing building; the program summary reflects that there is no square footage reflected in this building proposal for IHR; was noted that we would be willing to work with IHR on how to replace that area; the cost to include IHR was not included since they are funded differently; there isn't a need to provide a shop area for maintenance; the modular design would make it easy to expand or add on to if needed; and noted that the cost for demolition wasn't included in the study. *Motion by Ingles, second by Weller that the County Board will move forward with consideration, with the aim to be build new to replace the H&E Building.* After hearing further negative comments from board members regarding the study and the process so far, Chairman Young stated that he would be in favor of having another meeting in order to get all the members questions answered. Discussion took place as to what the next step would be. Fannin noted that he was part of the group that was working on this process and that he was in favor of building, but he felt that the board member's concerns were stemming from the number of questions raised by the public and board members which the board members couldn't answer. The members would like the opportunity to get further information that they can then answer the questions being asked by their constituents. *Motion by Ritter, second by Killian to table the issue on the floor. Ingles and Weller withdrew their original motion. Motion carried on voice vote.* Chairman Young stated that they would contact Dave Burnison to arrange a date and time for another meeting and extended an invitation to the public and the board members to attend.

CONSENT AGENDA

A. Approval of Bills

B. Appointments:

- a) **Jeanne Elliot, RN** –reappointment to the Livingston County Board of Health, three year term commencing June, 2018 and expiring June, 2021.
- b) **Katherine Austman, MD** –reappointment to the Livingston County Board of Health, three year term commencing June, 2018 and expiring June, 2021.
- c) **Charles Wheeler** (Resolution #2018-05-16) – Trustee reappointment to the Flanagan-Graymont Community Fire Protection District, three year term commencing May 7, 2018 and expiring the first Monday in May, 2021.
- d) **Dale Sass** (Resolution #2018-05-17) – Trustee reappointment to the Long Point Community Fire Protection District, three year term commencing May 7, 2018 and expiring the first Monday in May, 2021.
- e) **Don Bunting** (Resolution #2018-05-18) – Trustee reappointment to the Odell Fire Protection District, three year term commencing May 7, 2018 and expiring the first Monday in May, 2021.
- f) **Neil Dassow** – Trustee reappointment to the Chatsworth Fire Protection District, three year term commencing May 7, 2018 and expiring the first Monday in May, 2021.
- g) **James McCabe** – Trustee reappointment to the Pontiac Fire Protection District, three year term commencing May 7, 2018 and expiring the first Monday in May, 2021.
- h) **Charles Cole** – Trustee reappointment to the Reading Community Fire Protection District, three year term commencing May 7, 2018 and expiring the first Monday in May, 2021.

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

APPEARANCES

None

HIGHWAY

Committee Chairman Jason Bunting reviewed the **Action Agenda Items** and asked that they be voted on separately:

a) **Resolution (#2018-05-19):** Setting fees for Preliminary & Construction Engineering Services
Motion by Bunting, second by Yoder to approve the resolution setting fees for Preliminary & Construction Engineering Services. MOTION CARRIED ON ROLL CALL VOTE. Ayes: Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Gerwin, Lovell, Allen, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Ritter (left at 7:10 pm), Arbogast, Weller (left at 7:10 pm) and Runyon

b) **Resolution (#2018-05-20) & Intergovernmental Agreement:** Illinois Public Works Mutual Aid Network (IPWMAN)
Motion by Bunting, second by Carley to approve the resolution authorizing execution of the Illinois Public Works Mutual Aid Network Agreement (IPWMAN). MOTION CARRIED ON ROLL CALL VOTE. Ayes: Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Gerwin, Lovell, Allen, Weller (returned at 7:20 pm), Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Abstain:** Ritter (returned at 7:20 pm) **Absent:** Arbogast and Runyon

AG & ZONING

Resolution (#2018-05-21): Zoning Case SF-2-18 Reedville Subdivision – Zoning Administrator-Chuck Schopp explained that this property was in a family trust which includes three homes, two of which are on separate lots. They are proposing to divide these homes so that all three are on separate lots. The committee approved this proposal. *Motion by Holt, second by Ritter to approve the resolution authorizing the approval of the final plat for Zoning Case SF-2-18 Reedville Subdivision. MOTION CARRIED ON ROLL CALL VOTE. Ayes:* Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon

Resolution (#2018-05-22): Zoning Case SF-3-18 Tredennick/Bittner Subdivision
Zoning Administrator-Chuck Schopp explained that this property was in a family situation where the accountant is asking that the property be divided into two tracts for accounting purposes. The committee approved this proposal. *Motion by Holt, second by Bunting to approve the resolution authorizing the approval of the final plat for Zoning Case SF-3-18 Tredennick/Bittner Subdivision. MOTION CARRIED ON ROLL CALL VOTE. Ayes:* Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon

Resolution (#2018-05-23): Zoning Case SF-4-18 Stone Lakes Subdivision-Phase 2
Committee Chairman Daryl Holt explained that this was for Phase 2 with Phase 1 having been approved by the County Board. This proposal would take one part of the north section of the property and subdividing it into three lots. The access road to enter into the property would open onto a township road. The committee approved this proposal. *Motion by Holt, second by Lovell to approve the resolution authorizing the approval of the final plat for Zoning Case SF-4-18 Stone Lakes Subdivision-Phase 2 Subdivision. MOTION CARRIED ON ROLL CALL VOTE. Ayes:* Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon

Committee Chairman Holt reported the following items of interest. The committee had requested a letter from the Indian Grove Planning Board that they had approved the subdivision proposals as well. With regards to solar farms, he stated that they had reviewed two different proposals. Some members had toured the sites located near Threshermen's Park and Manville to view the layout. Holt noted that they are also working on an extension for the current solid waste agreement. Republic is pleased with the new wells that were installed. Attendees at the

meeting included residents of Campus who were there to voice their concerns regarding the port-a-potty business being run out of a resident's home. Holt noted that the State's Attorney had sent a letter to the owner spelling out a time limit to take action to remedy the situation. The county was notified that they were accepted into the Small Business Administration group for the flooding which occurred in our county during the time period from February 14-March 5. This will allow business owners and home owners the opportunity to receive monetary help to repair or replace damaged property. Residents who would like to apply for this funding need to contact Chuck Schopp's office. Holt reported that the next ZBA meeting will be held on May 31, at 7:00 p.m., where they will be continuing their discussion on the first two solar farm applications.

FINANCE

Resolution (#2018-05-24) Addendum to Professional Service Agreement: County Trustee Joseph E. Meyer & Associates – Treasurer-Barb Sear was requesting approval of two documents. The first one was an addendum to the original agreement with Joseph E. Meyer to act as the County Trustee to collect delinquent taxes and then offer them for sale. The second document is a resolution to increase the minimum bid from \$600 to \$750 at the annual sealed bid auction. The increase will be split with \$100 going to the trustee and \$50 going to the county. The 2018 auction will be on September 14. *Motion by Shafer, second by Ingles to approve the addendum to the Professional Service Agreement with the County Trustee, Joseph E. Meyer & Associates.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon

Resolution (#2018-05-25) Approving GLCEDC Grant (\$50,000) – Committee Chairman Shafer commented that the board annually sets aside a certain amount of funding in the budget for grants applicants and determined recipients for improvements to Livingston County businesses. Adam Dontz was present to request approval of a \$50,000 grant for Anthony Liftgates. Dontz started off by noting that the GLCEDC and the Finance Committee had recommended approval of this grant. He reviewed the terms of the grant noting the following items: \$5,000 per job; wage requirement is \$29,201 per year, a minimum threshold they have to meet; and if they don't meet their hiring requirement, they have a letter of credit that secures the obligation. Dontz did note that over the last couple of years, Anthony Liftgates has made an investment in their operation of approximately \$1 million and have added approximately 23,500 square feet to their facility. In 2016 they were at sixty employees and with this agreement are targeting to have 81 employees upon completion at the end of the year. He stated that he didn't have any other applicants at this time. *Motion by Shafer, second by Bunting to approve the grant of \$50,000 to GLCEDC for Anthony Liftgates.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** Gerwin **Absent:** Arbogast and Runyon

Amended Resolution (#2018-05-26) Authorizing Disposal of Surplus Property – Committee Chairman Shafer stated that since we are on a schedule of replacing our squad cars, those cars cycling out of the system go to an auction. An auction company from Streator is arranging for the vehicle auction to be in Pontiac on June 9. Ms. Hartley noted that there was one vehicle listed that is in need of extensive repair. Based on the value of the vehicle the scrap value is less than what we would net. As part of the amendment, there is authorization to scrap that vehicle. *Motion by Shafer, second by Fannin to approve the auction of the surplus property.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon

Shafer also commended Alina, Ginger and Diane for trying an alternate approach to budgeting for FY19. He noted that it was a fresher approach and should allow the Board to sharpen their focus.

PUBLIC PROPERTY

Memorandum of Understanding (MOU) – Facility Services – Committee Chairman Ingles reported that in March 2017 the County Board and the Sheriff's Department entered into a MOU that split the maintenance department into two units with one unit responsible for the PSC and the L&J Center, and the other unit

responsible for the remainder of the county buildings. After recent conversations with the Sheriff, they've come to the conclusion that the best interest of the county would be to combine the units back into one with responsibility for all the buildings under the direction of a manager. The proposed MOU does this. The previous MOU is being suspended rather than terminated so that if either side disagrees and wants to revert back, the new MOU will make it easier to do, rather than having to go back and renegotiate language. Ingles extended his appreciation to the Sheriff for his cooperation in working through this process and the language. Ingles stated that the new MOU was discussed and approved by the committee. *Motion by Ingles, second by Killian to approve the new Memorandum of Understanding for Facility Services.* **MOTION CARRIED ON ROLL CALL VOTE.**
Ayes: Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Present:** Mays
Absent: Arbogast and Runyon

PERSONNEL

Resolution (#2018-05-27) Amending Personnel Policies - *Motion by Vietti, second by Heath to approve the Personnel Manual changes.* Human Resources Director-Ginger Harris summarized the proposed changes to the manual noting that many of the changes stem from regulation changes in Illinois law regarding pregnancies, lactation, human rights issues, military language, sexual orientation and sexual gender. This was the first time in 4-5 years that the manual had been updated. **MOTION CARRIED ON UNANIMOUS VOICE VOTE.**

INFORMATION & TECHNOLOGY

Committee Chairwoman Vicki Allen reported that they met with Jon Sear. Vicki highlighted her report as follows. Jon had spent the majority of the month working on the phone system. He was working on the wiring and switches and will switch over the network first and then the phones, within the next couple of weeks. He noted that Spillman was up to date.

SHERIFF, JAIL & LICENSE

Committee Chairman Ron Kestner reported the following: heard the monthly department report, the Pro-Active Report and the Animal Control Report; approved four raffle licenses; and received gross income from all sources of \$170,665. The committee learned that the jail was currently housing a total of 128 detainees from the Federal North District, the Federal Central District, Cook County and Livingston County.

ELECTION, RULES & LEGISLATION

Presentation of Proposed Amendments to the Standing Rules – Committee Chairman Marty Fannin reported that the bulk of their work was done on the consent agenda with the appointments. They have been discussing the committee structure for in the future such as going from ten committees to five. This would streamline as well as be cost effective. The idea behind this was that if the board is reduced to eighteen members, five committees would be easier to work with.

VETERANS ASSISTANCE

Ron Kestner noted that the committee approved the bills as presented by Supt. Bailey.

ADMINISTRATIVE

No report

RECREATION

Joe Steichen reported that they hadn't met in about six months and didn't think they planned to meet in the near future. Chairman Young noted that this report could be removed from the agenda and put back on whenever they scheduled another meeting.

HOUSING AUTHORITY

John Slagel that they had met earlier in the day (17), things were running smoothly with nothing exceptional to report. Their next meeting would be July 19.

PUBLIC COMMENT

None

EXECUTIVE SESSION

Motion to go into Executive Session pursuant to 5ILCS 120/2 (c) (11) Pending Litigation was made by Bunting, second by Ingles. MOTION CARRIED ON ROLL CALL VOTE. MOTION CARRIED ON ROLL CALL VOTE. Ayes: Vietti, Bunting, Slagel, Ingles, Steichen, Shafer, Killian, Kestner, Ritter, Gerwin, Lovell, Allen, Weller, Ambrose, Carley, Holt, Mays, Heath, Weber, Young, Yoder and Fannin **Nays:** None **Absent:** Arbogast and Runyon

There was a five minute break beginning at 8:00 p.m. and ending at 8:05 p.m. Executive Session began at 8:00 p.m., with regular session resuming at 8:23 p.m.

ACTION RESULTING FROM EXECUTIVE SESSION

No action was taken.

CLOSING CEREMONY

None

ADJOURNMENT

The meeting adjourned at 8:25 p.m., on motion by Ambrose, second by Carley. MOTION CARRIED WITH ALL EYES ON VOICE VOTE.

Bob Young, Chairman

Attest:

Kristy A. Masching
County Clerk

July 19, 2018
Approved