

LIVINGSTON COUNTY BOARD
ADMINISTRATIVE COMMITTEE
MINUTES OF NOVEMBER 7, 2019

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

Present: Arbogast, Bunting (arrived at 5:12 p.m.), Allen, Carley, Fannin, Kestner, Killian, Lovell, Shafer, Vietti

Absent:

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

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

The Committee reviewed the minutes of the October 10, 2019 meeting. *Motion by Carley, second by Vietti to approve the minutes. MOTION CARRIED WITH ALL AYES.*

Property, Casualty, Liability Insurance Renewal – Hartley reviewed the property, casualty, liability insurance renewal with the Committee. Hartley reported that there was a 3.27% increase in the annual renewal for this year. Hartley reported that the County had been with Counties of Illinois Risk Management Association (CIRMA) since 2014. Hartley stated that the current premium of \$573,653 since is not at the rate the county was at prior to changing to CIRMA (\$623,407). Hartley stated that there are 22 counties that participate in this insurance pool, which helps when the County may have a bad year, which it has. Hartley stated that the program provides a \$100,000 self-insured retention, so not all the claims hit the insurance carrier. *Motion by Fannin, second by Allen to approve the CIRMA insurance renewal. MOTION CARRIED WITH ALL AYES.*

Comments from the Chairman – Arbogast reported that for this month's board meeting she has going to ask that board members limit their comments to five minutes during the discussion. Arbogast stated that as she's previously indicated, she will only be giving the floor to each board member one time to allow everyone the opportunity to speak. Arbogast also requested that board members wait to be given the floor prior to speaking.

Comments from Committee Chairman –

On behalf of the Elections Committee, Fannin reported that the Committee approved two re-appointments to the Regional Planning Commission and will be recommending approval of a county credit card program.

On behalf of the IT Committee, Allen reported that IT continued to have issues with Spillman. Allen reported that the courts used the DOC video program for the first time with just a little hiccup, otherwise it went really smooth.

On behalf of the Ag & Zoning Committee, Bunting reported that the Committee reviewed the monthly solid waste report. Bunting reported that the Committee discussed an action item amendment in regards to the comprehensive plan and decided not to move it forward. Bunting reported that the recycling event in Dwight went really well. Bunting reported that there likely will be a complaint at the full board meeting from a gentleman who is unhappy with how long it is taking to complete his zoning issue.

On behalf of the Finance Committee, Shafer reported that the Committee has forwarded the 2020 budget, capital requests and levies. Shafer reported that the Vanguard Appraisals proposal will be proceeding to the full board for approval. Shafer stated that the Committee had a long question and answer session with the Assessor and Vanguard, so hopefully everyone was happy to get their questions answered. Shafer further reported that the annual States Attorney Appellate Prosecutor Resolution will be forwarded for approval. Shafer then reported that the resolution to re-appoint Supervisor of Assessments Shelly Renken will also be forwarded for approval.

On behalf of the VAC Committee, Kestner reported that the Committee discussed a veteran in need that the department hopefully will be able to assist.

On behalf of the Property Committee, Killian reported that the Committee paid the bills and approved a sublease with Mental Health and Project Oz. Killian also reported that the Committee also received a report from the ad-hoc committee.

Fannin reported that the ad-hoc group met with Farnsworth regarding a different design. Fannin stated that the group also reviewed the building on Custer and is looking to meet with the City of Pontiac Building Inspector to determine what updates would be required under city ordinance. Fannin stated that the goal is to compare the two and let the board decide what path would be better to take.

On behalf of Personnel, Vietti reported that the Committee reviewed the executive session minutes.

On behalf of Highway, Lovell reported that the Committee is recommending approval of an engineering agreement. Lovell reported that the department is also looking at some options regarding the salt shed and possibly doing some of the work in house. Lovell commended the department for going that far on their own. Lovell then reported that the department is looking at a sign boom truck.

On behalf of the Sheriff, Jail & License Committee – Carley reported that Pro-Active has been busy. Carley stated that the Committee hear from animal control and approved a raffle license.

Other Business to Come Before the Committee – Hartley reported that she is beginning to work on the annual strategic planning sessions. Hartley reviewed possible ideas with the Committee which included a county wide survey. Hartley asked that board members contact her with any thoughts or ideas. Hartley noted that the strategic plan is used for a guide for both the board and department heads. Hartley stated that everyone must not lose site of the plan or goals so easily or the planning process may not be worth doing.

Motion by Fannin, second by Killian to adjourn the meeting. **MOTION CARRIED WITH ALL AYES.** Meeting adjourned at 5:38 p.m..

Alina Hartley
Executive Director