

**LIVINGSTON COUNTY BOARD  
MINUTES OF FEBRUARY 13, 2020 MEETING OF THE COUNTY BOARD**

**OPENING**

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

Pastor Jan Ambrose provided the invocation.

John Vitzthum led the Pledge of Allegiance.

Executive Director Alina Hartley called the roll with the following **Present:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

**Also Present:** Alina Hartley-Executive Director, Chuck Schopp – Zoning Administrator, Clay Metcalf – County Highway Engineer, States Attorney Randy Yedinak, Sheriff Childress, Lt. Hamilton, Jon Sear – Network & Computer Systems Administrator, Ginger Harris – Human Resources Director, and Diane Schwahn – Finance Director.

**AGENDA**

Chairman Arbogast requested that the agenda be amended to remove the Approval of Minutes, as the minutes had not yet been completed. Arbogast then called for any additional changes to the agenda with none requested. *Motion by Earing, second by Killian to approve the agenda as amended.* **MOTION CARRIED ON VOICE VOTE.**

**PRESENTATION**

**Resolution (#2020-02-06): Supporting the Spread the Word Inclusion Campaign:** At this time, Chairman Arbogast read the resolution on behalf of the County Board proclaiming March 1-7 as “Livingston County Spread the Word Inclusion Respect Week”. *Motion by Arbogast, second by Blackard to approve the resolution supporting the Spread the Word Inclusion Campaign.* **MOTION CARRIED ON ROLL CALL VOTE.**

**Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

**APPROVAL OF MINUTES**

N/A

**APPEARANCES**

N/A

**CONSENT AGENDA**

**A. Approval of Bills**

**B. Appointments:**

- a. **Joan Huisman** – reappointment to the Zoning board of Appeals commencing February 18, 2020 and ending February 17, 2025.

*Motion to approve the consent agenda by Bunting, second by Weller.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason

Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

### **HIGHWAY COMMITTEE**

Committee Chair Steven Lovell introduced County Highway Engineer Clay Metcalf who reviewed the Highway Action Agenda Items as follows:

- a. **Letting Results: February 4, 2020 Letting:**
- b. **Local Agency Agreement for Federal Participation:** Cold in-place recycling and resurfacing CH 3 between IL Rt. 17 and 2700 N. Includes **Resolution (#2020-02-07)** appropriating County Matching Tax funds

*Motion by Lovell, second by Runyon to approve all the action items with one roll call vote.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

### **AG & ZONING**

**Resolution (#2020-02-08) Zoning Case ZM-1-20 – Venturi:** Zoning Administrator - Chuck Schopp explained that this request was for a review of a zoning map amendment for the purpose of amending the zoning classification on property from an I1, Light Industry, District classification to a R2, Low Density Multiple Family Residence, District classification.

The property is located between the Carriage Lane Estates Mobile Home Park and Aqueduct Road in South Streator. Schopp explained that when zoning began in the 70's, this area was zoned industrial due to the Vactor factory being located across the road. Recently, an appraisal for a sale on a home located in that area raised questions with the financial institution on the current zoning classification (Light Industry), noting that this classification could be detrimental to the use and sale of property located there. The Livingston County Regional Planning Commission, the County Zoning Board of Appeals and the Agriculture, Zoning and Emergency Services Committee all reviewed and approved this case.

**Ordinance (#2020-02-09) Zoning Case ZT-1-19- Zoning Ordinance Amendment – Cannabis:** Zoning Administrator - Chuck Schopp stated that this amendment pertained to the new proposed cannabis regulations for the county and reminded everyone that this would pertain only to the unincorporated areas of the county and the smaller communities that did not have their own zoning within them. Schopp commented that he tried to keep the regulations uncomplicated and to allow for addressing the unknown in the future. He noted that these would be classified as special uses and would go to the Planning Commission for hearings and on to the Zoning Board of Appeals for their recommendation with the County Board having the final decision on these special uses. Schopp also stated that since this was a living document it could be amended as needed in the future as cannabis rules and regulations evolve. He highlighted the lengthy report with the Board commenting on the following: new definitions; local authority; two zoning areas, agricultural and industrial/commercial and the regulations which would apply to them; recommended a 1,500 foot setback from schools, parks, etc.; and they had drafted some of proposed language from state statutes and a municipal model ordinance. The Planning Commission recognized the need for the amendments and forwarded them on to the Zoning Board of Appeals. The ZBA held a continued hearing due to the amount of information to consider and recommended approval of the zoning case. The Ag & Zoning Committee also recommended approval. Schopp noted that these regulations don't cover hemp since it's covered under the Illinois Department of Agriculture as an outdoor crop. Discussion took place. Ms. Hartley stated that the County Board had passed a resolution adopting a sales tax on cannabis but she plans on bringing it back to the committee next month because the amount of tax that can be levied by a municipality has been increased. This change came about after we adopted the first resolution. Ms. Hartley also noted that the amendment being addressed at this meeting only pertains to the zoning portion and tells you where the businesses can technically be located. Schopp noted that this amendment doesn't approve

the businesses outright but approving that they'd be addressed as a special use. *Motion by Ritter; second by Killian to approve both zoning cases as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Tim Shafer, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** Bill Wilkey, Joseph D. Steichen, Ronald L. Kestner **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

#### **PERSONNEL**

**Resolution (#2020-02-10): Approving Salary Classification Schedule:** Human Resources Director – Ginger Harris reported that she and Public Health Administrator - Jackie Dever had been in conversations regarding the RN's Jackie needs to employ to administer the grants that they receive from the State of Illinois. State regulations and the requirements for the RN's who administer the grants have increased over the last couple of years. Jackie is having a very hard time finding RN's on the market who possess the specific skillsets needed within the current P3 salary range. Ginger stated that what they were asking for was that the P3 salary range be expanded in order to stay competitive in the private market. Ginger noted that this will not cost any extra since Jackie already has budgeted the money she needs. Jackie commented that she would lose over \$600,000 in grants if she can't hire the qualified RN's. *Motion by Ambrose, second by Earing to approve the amendment of the salary classification schedule as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

#### **FINANCE**

Committee Chair Tim Shafer noted that both the Circuit Clerk and County Clerk had issued and reviewed their semi-annual reports with the committee.

**Circuit Clerk Semi-Annual Report:** Committee Chair Tim Shafer noted that the Circuit Clerk's report indicated that the revenues for their fee based services were down as is the case when there are fewer fines levies and lawsuits filed. *Motion by Shafer, second by Kirkton to approve the Circuit Clerk's Semi-Annual Report as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

**County Clerk Semi-Annual Report:** Committee Chair Tim Shafer noted that County Clerk Masching's report indicated, that with the implementation of a new fee structure for services in her office such as real estate transactions, certified copies of vital records, etc., her revenues had increased. A fee cost study had been commissioned with nominal fee increases being advised for services. *Motion by Shafer, second by Weller to approve the County Clerk's Semi-Annual Report as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

**Resolution (#2020-02-11): Authorizing Year End Transfers:** Committee Chair Tim Shafer reported that these were the last transfers for the fiscal year ending November 2019. *Motion by Shafer, second by Bunting to approve the resolution authorizing year end transfers as presented.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

**SHERIFF, JAIL & LICENSE**

**Sheriff's Annual Report & Sheriff's Semi-Annual Report** - Committee Chairman Jim Carley thanked the department for running smoothly and reported that the department is need of correctional officers and deputies. Sheriff Childress thanked the Board for the good-will they've extended to his department and acknowledged that they've accomplished some good things and looks forward to accomplishing many more. Some discussion followed. It was noted that the revenue coming from housing out of county detainees is more than enough to cover the total cost of running the jail for the year. Sheriff Childress reported that there have been no issues with receiving payments from the federal government for housing these detainees. It was noted that the total budget presented does not include the two transfers that were approved at the end of the year, along with an amended budget. The expenses for the mileage and vehicles comes out of the Vehicle Fund. *Motion by Carley, second by Ritter to approve the Sheriff's Semi-Annual and Annual Reports as presented.* Discussion took place. **MOTION CARRIED ON ROLL CALL VOTE. Ayes:** James A. Carley, Robert F. Weller, Linda Ambrose, William Mays, Steven Lovell, John Vitzthum, James Blackard, Gerald Earing, Mark Runyon, Patrick D. Killian, Bill Wilkey, Mike Kirkton, Jason Bunting, John Slagel, Gina Manker, Joseph D. Steichen, Tim Shafer, Ronald L. Kestner, Paul A. Ritter, Kathy Arbogast, Joel J. Barickman **Nays:** n/a **Absent:** John L. Vietti, Marty Fannin and Vicki Allen.

**PUBLIC PROPERTY**

Committee Chairman Pat Killian reported the following: county staff was very busy keeping the county buildings running up to standard; looking into having Highway Department remove two trees and a pole removed from the Livingston Manor Nursing Home site; discussed H&E Building plan (which everyone should've received a copy of); and he hopes to see everyone, including Jack Vietti at the March Property meeting.

**ADMINISTRATIVE COMMITTEE**

No Report.

**ELECTION, RULES & LEGISLATION**

No Report.

**VETERANS**

Committee member Joe Steichen reported that the bills were low, and are advertising in the newspapers for replacement of a driver who resigned.

**INFORMATION & TECHNOLOGY**

No Report.

**LIVINGSTON COUNTY HOUSING AUTHORITY**

No Report.

**MID CENTRAL COMMUNITY ACTION**

Bill Wilkey reported that MCCA is helping with weatherization and utility bills. They are also looking for a Habitat house.

**BOARD OF HEALTH**

Joe Steichen reported that their next meeting would be March 30, 2020.

**MENTAL HEALTH BOARD**

No Report

**PUBLIC COMMENT**

The floor was open for public comment.

**EXECUTIVE SESSION**

N/A

**ACTION RESULTING FROM EXECUTIVE SESSION**

N/A

**ADJOURNMENT**

*The meeting adjourned at 7:30 p.m. on a motion by Ritter, second by Blackard. MOTION CARRIED WITH ALL AYES ON VOICE VOTE.*

The next meeting is scheduled for Thursday, March 12, 2020 at 6:00 p.m., at the Livingston County Historic Courthouse.

**Kathy Arbogast, CHAIRMAN**

Attest:

*Kristy A. Masching*  
County Clerk

April 16, 2020  
Approved

Minutes Bd 021320.A