

LIVINGSTON COUNTY BOARD  
ADMINISTRATIVE COMMITTEE  
MINUTES OF NOVEMBER 4, 2021

Chairman Kathy Arbogast called the meeting to order at 5:00 p.m. in the County Board Room of the Historic Courthouse.

Present: Arbogast, Bunting, Carley, Fannin, Kestner, Lovell, Shafer, Vietti, Vitzthum

Absent: Kirkton

Also Present: County Board Members Linda Ambrose, Bob Weller, Bill Mays, Seth Welch, Gerald Earing, Jim Blackard, Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, Network & Computer Systems Administrator Jon Sear

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

The Committee reviewed the minutes of the October 7, 2021 meeting. *Motion by Fannin, second by Shafer to approve the minutes of the October 7, 2021 meeting as presented.* **MOTION CARRIED WITH ALL AYES.**

**2022 Insurance Renewal** – Hartley reported that the 2022 insurance renewal came in \$708,207 representing an increase of 10%. Hartley stated that group was advised earlier in the year that they could see increases upwards of 15%, so coming in at 10%. Hartley noted that unfortunately the broker is not able to find a carrier to issue a cyber policy at this time without the multi-factor authentication in place. Fannin reported that the IT Committee will be meeting prior to the board meeting to hopefully review and approve an implementation plan with Jon Sear. *Motion by Fannin, second by Shafer to approve the 2022 insurance renewal as presented.* **MOTION CARRIED WITH ALL AYES.**

**Comments from the Chair** – Arbogast reported that in public comment at the IT meeting, there was some discussion once again around the streaming of meetings and offering the zoom option. Fannin reported that this issue was just addressed a couple of months ago and at this time, Sear is behind in what absolutely needs to be done. Fannin stated that the Committee can look at the issue again in a year or so. The Committee concurred.

Arbogast also noted that she had a board member approach her wanting to file a petition of no confidence against the Sheriff for the medical contract issue. Arbogast stated that she would not be in favor of doing so, but wanted to hear from Committee members. Discussion took place with all members expressing that they would not be in favor; no board members spoke in favor of taking this action. Shafer did suggest that all checks

and invoices for all departments should go through the board office first, prior to being routed for approval. Hartley stated that she would need to review that with the State's Attorney to see if that was something that could be done.

**Comments from Committee Chairman –**

On behalf of Ag & Zoning Bunting reported that the Committee is forwarding the contract for the Diegan Group for approval which includes a minimal increase in some of the rates. Bunting reported that the lawyer for the airport litigation had attended the meeting and will also meet with the ZBA. Bunting reported that the electronic recycling will be held on Saturday morning in Dwight. Bunting stated that any volunteers would be appreciated.

On behalf of the Highway Committee, Lovell reported that the Committee is recommending approval of two engineering agreements resulting from bridge petitions, as well as the quarterly report. Lovell reported that the Committee also discussed the new maintenance shed.

On behalf of the Finance Committee, Shafer reported that the Committee reviewed the remaining RFP's, and approved the transfer of some deeds. In addition, Shafer stated that the Committee reviewed the budget and the circumstances with the jail. Shafer noted that some expenses will need to come out of the host fund. Shafer also reported that the Committee also received the monthly finance report.

On behalf of the VAC Committee, Kestner reported that the Committee had full attendance and there is some interest in filling the position that will be left by Sup. Bailey upon his retirement.

On behalf of the Property Committee, Vitzthum reported that the transformer has still not been hooked up. Vitzthum reported that there was a leak behind one of the walls that has since been repaired and environmental testing indicates that the drywall can now be repaired and replaced. Vitzthum reported that the furniture has been installed. Vitzthum noted that the CAC held their open house and they seem really pleased, noting they had done quite a bit of work themselves.

The floor was opened for public comment.

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

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Alina Hartley  
Executive Director