

LIVINGSTON COUNTY BOARD  
EXECUTIVE COMMITTEE  
MINUTES OF FEBRUARY 9, 2022

Chairman Kathy Arbogast called the meeting to order at 5:00 p.m. in the County Board Room of the Historic Courthouse. Pursuant to Public Act 101-0640 and the Gubernatorial Disaster Proclamation related to COVID 19, participation in this meeting was offered in person, through Zoom and by teleconference.

Present: Arbogast, Carley, Kirkton, Lovell, Shafer, Vitzthum

Present via Zoom: Fannin (arrived at 5:30)

Absent: Bunting

Also Present: County Board Members Linda Ambrose, John Slagel, Joel Barickman, Jim Blackard, and Seth Welch, Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris, Probation Director Ron Baker, Supervisor of Assessments Shelly Renken, Treasurer Nikki Meier, and County Clerk Kristy Masching

Arbogast called for any additions or corrections to the agenda with none requested.

*Motion by Shafer, second by Kirkton to approve the agenda as presented. MOTION CARRIED ON ROLL CALL VOTE.* All voted Aye; none Nay.

The Committee reviewed the minutes of the January 5, 2022 meeting. *Motion by Carley, second by Shafer to approve the minutes of the January 5, 2022 meeting as presented. MOTION CARRIED ON ROLL CALL VOTE.* All voted Aye; none Nay.

**Recording of Public Comment** – Carley stated that he was unable to attend last months meeting where there was discussion regarding recording of public comment within the minutes. Carley expressed his concern with including public comments in the minutes. Discussion took place with members expressing opinions both for and against. Overall consensus was that the inclusion of public comment should be the discretion of the chair; public comment will not be recorded within the minutes unless directed to do so by the chair.

**Human Resources Director Report** – Harris reported that Emergency Order implemented by OSHA was overturned by the Supreme Court and acknowledged by the State of Illinois OSHA. Harris stated that the tests that were ordered in preparation for compliance would be distributed to employees for their utilization. It was suggested that the tests be made available to non-for-profits such as the Salvation Army or Boys & Girls Club. Harris reported that the annual benefits statements were going out to employees. Harris reported that she has been in contact with the learning management programmers and they hope to roll out the project next week. Harris reported that the new services awards were distributed for January and February and the response has been very

positive. Lastly, Harris reported that the closure of the buildings for two days last week due to inclement weather resulted in some concerns being expressed. Harris stated that the policy states that in the event of an emergency, any employee scheduled to work will receive the equivalent of one day's pay for the first day, but benefit time must be used for subsequent days. Harris stated that there were some inconsistencies regarding implementation of the policy, since elected officials had statutory authority to pay their employees while appointed officials did not.

**Executive Director Report** – Hartley reported that keys for the H&E building were turned over yesterday. Hartley reported that she will be doing the final walk-through and punchlist confirmation with Farnsworth. Hartley noted that there will be some items remaining, but those can be completed while the building is occupied. Hartley reported that she was able to locate a building for the storage of excess property. Hartley noted that the official lease won't be presented until March when the amount of square footage needed is identified. Hartley stated that the lease will be presented at a rate of \$5 per square foot. Hartley reported that the Asbestos Abatement Project was released for bid with proposals due in March. Hartley reported that she released an RFQ for the design of the roof at the historic courthouse. Hartley reported that there is a recommendation coming to the full board, but based on conversations it does appear that the project will be much more extensive than we originally anticipated, so a representative should be attending the board meeting to explain. Hartley reported that the release of the ADA package was been delayed, but should be released by the 18<sup>th</sup>, with the bids to be submitted to the full board for approval in April. Hartley stated that with everything going on it would be difficult to do a presentation as part of this year's Strategic Planning sessions. Consensus of the Committee was to proceed without the presentations, focusing on the breakout sessions.

**Comments from the Chair** – Arbogast reported that she has had some conversations regarding the micromanagement of department officials. Arbogast noted that managing departments was not the roll of the board, and that there was a process for board members to submit questions starting with the committee chair or the board office. Arbogast encouraged committee members to discuss this with their committees. Arbogast stated that it is her intent to end the zoom meetings going forward. There was no objection raised to the elimination of the zoom option. A draft copy of a Retirement Agreement with Sheriff Childress was presented for the Committee's review. Arbogast stated that the Committee will meet next Thursday at 5:30 p.m. to discuss the resolution.

**Comments from Committee Chairman** –

On behalf of the Sheriff, Jail & License Committee Carley reported that the committee reviewed a raffle license application for St. Paul School. Carley reported that the jail population has remained stable. Carley stated that he's hoping for a smooth transition.

On behalf of the Highway Committee, Lovell reported that the committee approved the letting results for the maintenance for the year. Lovell reported that there are also three agreements for bridge work being presented. Lovell reported that there were some minor truck repairs needed, but hopefully nothing serious. Lovell reported that the plans for the maintenance building should be complete any day now.

Rules, Legislation, Veterans and Community Services Committee (RLVC), Kirkton reported that the committee worked on establishing goals. Kirkton reported that the committee has asked a few committees to attend the next meeting to review their services.

On behalf of the Property Committee, Vitzthum reported that the committee is recommending approval of the lease agreement with the Livingston County Commission on Children & Youth. Vitzthum reported that the committee also reviewed proposals on the phase II parking, vaccination building and the roof replacement project.

On behalf of the Finance Committee, Shafer reported that the committee established the salaries of the Treasurer, County Clerk and Sheriff for the next four year period.

The floor was open for public comment.

*Motion by Kirkton, second by Vitzthum to adjourn the meeting.* **MOTION CARRIED ON ROLL CALL VOTE.** All voted Aye; none Nay. Meeting adjourned at 6:04 p.m..

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Alina Hartley  
Executive Director