

**LIVINGSTON COUNTY BOARD**  
**MINUTES OF July 14, 2022 MEETING OF THE COUNTY BOARD**

**OPENING**

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

Ginger Harris presented the invocation. Gerald Earing led the group in the Pledge of Allegiance.

The clerk called roll with the following **present:** John L. Vietti, Michael L. Kirkton, Gina Manker, Joel J. Barickman, Vicki Allen, Marty Fannin, Tim Shafer, Seth Welch, James A. Carley, Bob Weller, Paul A. Ritter, William Mays, Steven Lovell, Linda Ambrose, James Blackard, Gerald Earing, Kathy Arbogast, Bill Wilkey and Mark Runyon **Absent:** Jason Bunting, Joseph D. Steichen, Scott Mennenga, Ronald L. Kestner and John Vitzthum

**Also Present:** County Clerk-Kristy Masching, Executive Director-Alina Hartley, Paul Scharnett-Owner/Sr. Technical Architect-Scharnett Architects & Associates, County Treasurer-Nikki Meier, Finance Director-Diane Schwahn, Human Resource Director-Ginger Harris, Zoning Administrator-Chuck Schopp, and IT Director-Jon Sear

**AGENDA**

Chair Arbogast called for approval of the agenda as presented. *Motion by Fannin, second by Carley to approve the agenda as presented.* **MOTION CARRIED ON UNANIMOUS VOICE VOTE.**

**APPROVAL OF MINUTES**

Chair Arbogast called for approval of the May 12, 2022 meeting minutes. *Motion by Ritter, second by Earing to approve the May 12, 2022 meeting minutes.* **MOTION CARRIED ON UNANIMOUS VOICE VOTE.**

**APPEARANCES**

N/A

**PRESENTATION**

**Scharnett Architects & Associates: Historic Courthouse Roof Project** – Paul Scharnett-Owner/Sr. Technical Architect of Scharnett Architects & Associates presented an over view of his findings from his recent on-site review of the Historic Courthouse roof. Highlights of his review follow: roof is composed of a very complex, eclectic style with the challenge being where to stop; would like the board’s input as they navigate the complexities of this very complicated project; 3D laser scanning pictures provided the Board with a visual of the make-up of the roof and pin-pointed what and where the worse deterioration was; noted that the intricate detailed designs on the four towers is pressed metal overlays (circa 1873) with extreme wood and soldering deterioration hidden underneath. Discussion followed. Mr. Scharnett asked the Board for direction, as the scope and cost of what needed to be done would go above and beyond what was originally discussed. Mr. Scharnett stated that since the Historic Courthouse is on the National Historic Register, they would be obligated to keep as much of the original materials as possible. It was noted that the building cannot be removed from the National Historic Registry by federal mandate. Scharnett stated that his biggest concern with starting and stopping was the cost. He noted that Hartley is looking into some grants that are available for this type of project and that there are some federal and state options, too. Mr. Scharnett identified critical areas needing repair work first such as inadequately sized gutters and downspouts, deteriorating slate shingles and the wood underneath, deterioration where roof seams were opening up, window sills on tower windows and roof repairs. Mr. Scharnett stated that the slate shingle work on the towers could be phased in but the window sill work was a critical area.

Hartley commented that she didn’t think Mr. Scharnett was prepared to speak on the cost at this time. The presentation itself was so complex, that they felt like the whole Board needed to see what was there, which was the purpose of having Mr. Scharnett in attendance. Hartley stated that further conversation could take place at the

Property Committee. Mr. Scharnett stated that the contract we have with him is for flat-roof work and the areas immediately adjacent to it. He asked that the Board decide whether they want to address the towers in this phase along with the flat roof work. Board members felt that they would like more information from Mr. Scharnett regarding the costs associated with the work needing to be done on the towers and the flat roof work before they could make a decision on what course to pursue. Discussion was held on what the intent of the Board was when deciding to replace the roof. Mays stated that the proposal Mr. Scharnett had handed out at the prior months meeting would be a starting point for calculating what the cost for the project would be. Hartley commented that Mr. Scharnett could work on his proposal, report back to the Property Committee on what was initially included in his proposal, what the recommendations would be to expand it, what the reasons are behind that, what at a minimum we need to do and what he would recommend that we do. We could then forward that proposal on to the full Board for approval. Consensus of the Board is for Mr. Scharnett to work on his proposal based on costs associated for replacement of the whole roof of the Historic Courthouse.

### CONSENT AGENDA

#### A. Approval of Bills

*Motion by Vietti, second by Ambrose for approval of the Consent Agenda.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Mays, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** None **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

### FINANCE

**Resolution (#2022-07-35): Authorizing Transfer of Mobile Home** – Treasurer Nikki Meier stated that this resolution would authorize the County Trustee to sell a mobile home located at Indian Grove Estates in Fairbury to an individual. *Motion by Shafer, second by Ritter to approve the Resolution Authorizing the Transfer of a Mobile Home located in Fairbury.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Mays, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** None **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

**Resolution (#2022-07-36): Public Defender Salary** – Committee Chair Shafer stated that this resolution was done annually to approve the Public Defender’s salary. Shafer commented that we are happy to have her and thanked her for attending the County Board meetings. Shafer stated that this action was the result of State Statute with the County being the facilitator of the law. *Motion by Shafer, second by Fannin to approve the Resolution for the Public Defender’s Salary.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** Mays **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

**Resolution (#2022-07-37): Amending Salary Schedule** - Shafer stated that two great discussions were held at their Finance Committee meetings regarding the revision of the Salary Schedule. *Motion by Shafer, second by Lovell to approve the amended Salary Schedule.* It was noted that there were no amendments made to the schedule since last month’s meeting. **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Lovell, Ambrose, Blackard, Earing, Arbogast and Wilkey **Nays:** Manker, Mays and Runyon **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

**Ordinance (#2022-07-38): Grant Procedures** – Alina Hartley explained that this ordinance formalized some of the county’s policies that weren’t in writing. There weren’t a lot of changes but they are asking the department heads that don’t have the funds allocated in their budgets, that they seek approval to do so. This should help with overages, especially when they are large dollar amount grants. The county needs to appropriate for those funds. *Motion by Shafer, second by Welch to approve the Ordinance: Grant Procedures.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Mays, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** None **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

## HIGHWAY

Committee Chair Steve Lovell reviewed the **Action Agenda Items** as follows:

**a) Quarterly Report:** 2<sup>nd</sup> Quarter FY2022

*Motion by Lovell, second by Runyon to approve Item a. 2<sup>nd</sup> Quarterly Report FY 2022.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Mays, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** None **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

Chair Lovell also reported that work had started ahead of schedule on the new Maintenance Building. The building package is scheduled to arrive in October. Equipment Repairs and purchases are higher due to last winter. Lovell also reported that they just received the new truck they ordered eighteen months ago.

## AGRICULTURE & ZONING

**Livingston County Solid Waste Plan** – Committee Vice-Chair Gerald Earing (in the absence of Committee Chair Jason Bunting) reported that they reviewed the Solid Waste Plan. *Motion by Earing, second by Barickman to approve the Livingston County Solid Waste Plan.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Mays, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** None **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

Zoning Administrator-Chuck Schopp reported that EDF filed their wind energy application on Monday of this week for their wind energy project (Wind Energy, LLC) located on the east side of Livingston County. He is anticipating that the ZBA hearings for this project will start the second half of September.

Schopp also noted that with the State changing some of their solar regulations, they are now allowing some of the solar projects that we approved in 2018, to be changed from 2 megawatts to 5 megawatts. He stated that Threshermen Solar (located by Enbridge), which had already gone before the ZBA would come before the County Board asking to expand from 2 to 5 megawatts. Schopp also noted that he had five more solar applications in his office. Much of this activity is a result of the State of Illinois having a new Clean Energy Act. There are also a lot of transmission lines located within Livingston County which is attracting a lot of these businesses into the county.

## PUBLIC PROPERTY

Committee Vice-Chair Gerald Earing (in the absence of Committee Chair John Vitzthum) reported that they had met with Paul Scharnett, heard a great presentation on the Historic Courthouse roof project, and stated that they wanted to inform the public and board members of what they were doing. He commented that this could be a costly project before it was finished. A Public Health walk-through had been completed on the smaller items that needed to be finished. Demolition of the old H&E Building is schedule to start on Monday (18<sup>th</sup>).

## RULES, LEGISLATION, VETERANS & COMMUNITY SERVICES COMMITTEE

**Certification of Election Judges** - Committee Chair Mike Kirkton stated that they met prior to the Board meeting and had one action item to present, the Certification of Election Judges. County Clerk Kristy Masching stated that this process takes place every two years between the General Primary and the General Election and is the start of the two-year term for election judges. Masching explained that the list included judges who worked at the June election, any new applicants as well as the names of new judges submitted to her office by the Republican and Democratic Party Central Committee Chairmen. Once the County Board approved the list of election judges, a court date is set for a hearing before a Circuit Court Judge and a notice is published. At the hearing, the judge reviews the completed paperwork and approves the list. This process is overseen by the Circuit Court because the election judges are by statute, employees of the court. *Motion by Kirkton, second by Vietti to*

accept the Certification of Election Judges as proposed by the County Clerk. **MOTION CARRIED ON VOICE VOTE.** (Abstain: Bill Mays)

**SHERIFF, JAIL & LICENSE**

**Resolution (#2022-07-39): Accepting Proposal – Electronic Door Security Control System** - Chair Jim Carley reported that their action item regarded the acceptance of the proposal for the electronic door security control system. He noted that the bid came in a little higher than what was budgeted. Hartley stated that the capital budget for this project was \$292,000. The single bid received from Security Automation Systems on June 29 came in at \$316,000. The Finance Committee did approve the bid and requested to try and negotiate a second year warranty which had been offered as part of their original proposal. Superintendent Draper was successful in securing the second year warranty in the revised proposal. Hartley noted that the project was about \$23,000 over budget. She had applied for a grant of about \$20,000 which would reduce the overage to \$3,000. They received approval from the Sheriff, Jail and License Committee and the Finance Committee and were now seeking approval from the County Board. Carley thanked Hartley and Superintendent Draper for their work on the project. *Motion by Carley, second by Weller to accept the low bid from Security Automation Systems for the electronic door security control system.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Mays, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** None **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

**EXECUTIVE**

**Approval of Job Description: Executive Assistant** - Chair Kathy Arbogast stated that the members had copies of the job description for the Executive Assistant in their packets. Discussion followed. Hartley stated that the position itself would report directly to her but would supply administrative support to the entire administrative team. *Motion by Arbogast, second by Kirkton for approval of the job description for the Executive Assistant position.* **MOTION CARRIED ON ROLL CALL VOTE.** **Ayes:** Vietti, Kirkton, Manker, Barickman, Allen, Fannin, Shafer, Welch, Carley, Weller, Ritter, Mays, Lovell, Ambrose, Blackard, Earing, Arbogast, Wilkey and Runyon **Nays:** None **Absent:** Bunting, Steichen, Mennenga, Kestner and Vitzthum

Chair Arbogast announced that there was a broadband survey on the county’s website. She asked that all in attendance take the survey which includes a speed test and to help spread the word to their family members and friends.

**INFORMATION & TECHNOLOGY**

Committee Chair Fannin reiterated the importance of everyone taking the broadband survey.

**PUBLIC COMMENT**

The floor was open for public comment.

**COMMUNICATIONS & ANNOUNCEMENTS**

N/A

**ADJOURNMENT**

*The meeting adjourned at 7:10 p.m., on motion by Blackard, second by Mays.* **THE MOTION CARRIED WITH ALL AYES ON VOICE VOTE**

**Kathy Arbogast, Chair**

Attest:

*Kristy A. Masching*

County Clerk

CB Reg Sesn 071422.A