

LIVINGSTON COUNTY BOARD
EXECUTIVE COMMITTEE
MINUTES OF NOVEMBER 10, 2022

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

Present: Kathy Arbogast, Jason Bunting, James Carley, Marty Fannin, Mike Kirkton, Steve Lovell, Tim Shafer and John Vitzthum

Absent:

Also Present: County Board Members Jim Blackard and Seth Welch, Executive Director Alina Hartley, Finance Director Diane Schwahn, Human Resources Director Ginger Harris

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 WITH ALL AYES.*

The Committee reviewed the minutes of the October 5, 2022 meeting. *Motion by Fannin, second by Carley to approve the minutes of the October 5, 2022 meeting as presented. MOTION CARRIED WITH ALL AYES.*

Resolution Designating IMRF Agent – Harris reported that Kristy Masching is the current IMRF agent, but with changes in her office she has been less accessible. Harris stated that it would be more convenient for her to be the IMRF agent, as she processes the new hires and terminations. *Motion by Vitzthum, second by Kirkton to approve changing the IMRF designated agent to Harris. MOTION CARRIED WITH ALL AYES.*

Property Casualty Liability Insurance Renewal – Hartley reported that the Property Casualty Liability Renewal came in at a 7.8% increase, which is below the current average. Discussion took place. *Motion by Bunting, second by Kirkton to approve the Property Casualty Liability Insurance Renewal. MOTION CARRIED WITH ALL AYES.*

Health Insurance Renewal – Harris reported that the Health Insurance Renewal came in at a 6.6% increase. Harris noted that the original proposed increase was 13.9%, but was negotiated down by BPA. Harris reported that the current loss ratio is 135%, so an increase is warranted. *Motion by Carley, second by Fannin to approve the Annual Health Insurance Renewal. MOTION CARRIED WITH ALL AYES.*

Report from Human Resources Director – Harris reported that the Health & Benefit Fair that the Ambassador's and Administration Team put together had a good turnout of approximately 70 employees attend as well as 22 vendors. Harris stated they were able to

serve lunch to all attendees and give away 14 door prizes. Harris stated in the month of October, she has processed 3 new hires and 3 terminations. Harris stated that the Union Negotiations for the Deputies and Corrections have come to a tentative agreement and the Highway Department had their first negotiations meeting on October 19th. Harris stated that 2023 benefits open enrollment is currently going on until November 15, 2022, allowing employees to make any changes. Harris stated that the Department Heads have only 4 days remaining before they will need to submit all salary/hourly pay rate change forms, as these changes will need to be processed in payroll prior to December 2nd. Harris mentioned that there are currently openings in corrections, probation, assessment and maintenance departments, which have all been posted on the County website. Harris mentioned that there is currently one active Workman's Comp case.

Report from Executive Director – Hartley reported that she has attended the quarterly CIRMA meeting in Bloomington, as well as the UCCI annual dinner and education seminar in Springfield. Hartley stated the ADA project is progressing, as tentative schedules have been sent to the judges. Hartley stated the work on the rear of the building and relocation of the conduit for the generator has begun, noting they will be without a generator for 2-3 days while the work is being completed. Hartley stated the Phase II Parking project is being recommended to the full board for approval. Hartley stated that this year's vehicles have been received. Hartley reported that Central Services picked up the 4 vehicles they will be outfitting and herself and Jordan will be picking up the last vehicle on November 14, 2022, then turning it over to the Coroner once the decals are put on. Hartley mentioned that the appraiser will be here beginning on November 14, 2022 to start the onsite appraisal.

Job Descriptions – Hartley stated based on recent discussions and recommendations for amending the job description for the Executive Director position, she had met with HR Director Ginger Harris and the following modifications are suggested: serve as the County's representative during Collective Bargaining Negotiations as directed, handle all grant applications on behalf of the County and oversee and manage the non-departmental capital projects as needed. *Motion by Carley, second by Fannin to approve the amendments as presented.* **MOTION CARRIED WITH ALL AYES.**

Comments from Committee Chairman –

On behalf of the Highway Committee, Lovell reported that he has met with the architect and general contractor for the start of the new building. Lovell reported that they will be starting the steel construction in the near future. Lovell reported that there was a compaction issue with the parking lot, so the method was changed.

On behalf of the Information & Technology Committee, Fannin reported that the two-factor authentication project is nearly complete, with there being a minor issue with remoting in. Fannin also reported on issues with the servers which are scheduled for replacement in 2023.

On behalf of the Finance Committee, Shafer reported that there are four requests for ARPA Grant Extensions. Shafer also reported that there will be a broadband presentation

at the full board meeting. Shafer noted that additional action items include the budget circuit clerk salary and the sale of a vehicle to Pontiac Fire.

On behalf of the Agriculture, Zoning and Emergency Services Committee, Bunting reported that the electronic recycling event experience the worst weather, but they still were able to fill two truckloads. Bunting noted that the Committee will meet next Tuesday and invited all board members to attend the meeting where the Moratorium and the Livingston Wind Project will be discussed.

On behalf of the Rules, Legislation, Veterans and Community Services Committee, Kirkton reported that the Veterans Prayer Breakfast has approximately 200 RSVP's, of which a lot of VIP's will be showing up.

On behalf of the Public Property Committee, Vitzthum reported that they are looking to move forward with the Phase II Parking Project. Vitzthum also reported that there is a change order request to move the electrical lines at the Law & Justice Center to accommodate the ADA ramp.

On behalf of the Sheriff, Jail & License Committee, Carley reported that the committee approved the new contract for the Humane Society. Carley stated that in addition the committee approved the 2023 Holiday Schedule.

Executive Session *Motion by Fannin, second by Carley to go into Executive Session pursuant to 5ILCS 120/2 (c)(21) – Semi-Annual Review of Executive Session Minutes.*
MOTION CARRIED ON ROLL CALL VOTE. All voted AYE; none NAY.

Executive session began at 5:50 p.m.
Regular session resumed at 5:58 p.m.

Action Resulting from Executive Session – Motion by Fannin, second by Lovell to open the Executive Session Minutes of May 4, 2022 and keep closed the minutes of September 8, 2022 and October 5, 2022. MOTION CARRIED WITH ALL AYES. *Motion by Fannin, second by Shafer to further authorize the destruction of all verbatim records dated 18 months and older previously approved for content. MOTION CARRIED WITH ALL AYES.*

The floor was open for public comment.

Motion by Fannin, second by Lovell to adjourn the meeting. MOTION CARRIED WITH ALL AYES. Meeting adjourned at 6:00 p.m.

Jordan E. Uselding
Executive Assistant