

LIVINGSTON COUNTY BOARD  
ADMINISTRATIVE COMMITTEE  
MINUTES OF NOVEMBER 7<sup>th</sup>, 2013

Chairman Marty Fannin called the meeting to order at 5:00 p.m. in the committee room in the Livingston County Historic Courthouse.

Present: Fannin, Borngasser, Arbogast, Holt, Runyon, Steichen, Vietti, Weber  
(arrived at 5:11), Young

Absent: Shafer

Also Present: Joan Bullard, June Slagel, Kristy Masching, Alina Hartley, Richard Stokluska (Arthur Gallagher)

Fannin stated that the executive session can be removed as there are no executive session minutes to review. Fannin then called for any additional changes to the agenda with none being requested. *Motion by Steichen, second by Vietti to approve the agenda as amended.* **MOTION CARRIED WITH ALL AYES.**

The Committee reviewed the minutes of the October 10<sup>th</sup>, 2013 meeting. *Motion by Holt, second by Young to approve the minutes of October 10<sup>th</sup>, 2013 as presented.* **MOTION CARRIED WITH ALL AYES.**

**Results of Request for Proposals for Property, Liability & Workers Compensation Insurance Coverage** – Hartley stated that as previously directed, she released a request for proposals for the property, liability and workers compensation coverage on September 11, 2013. Hartley reported that there were three proposals received in response to the RFP, with the low bidder being Counties of Illinois Risk Management Agency and Arthur Gallagher (broker). Hartley stated that Arthur Gallagher submitted a combined bid of \$499,397, which is a net reduction of \$113,494 from last years' insurance cost of \$612,891.

Richard Stokluska from Arthur Gallagher was present to answer any questions the Committee may have in regards to their proposal. Stokluska stated that the initial term is three years; after the three years the County may cancel with up to 60 days notice. *Motion by Young, second by Vietti to recommend approval of the proposal submitted by CIRMA and Arthur Gallagher.* **MOTION CARRIED WITH ALL AYES.**

**Other Business** – Bullard stated that the Finance Committee is recommending that the Sheriff's salary be set at \$73,000 for the next four year term. Bullard stated that currently the Chief Deputy is making \$77,026, which should be adjusted to a level that is less than the Sheriff's salary. Discussion took place. Fannin stated that the salaries for the Treasurer and County Clerk were also set at the finance committee meeting. Fannin stated that Cremer had come in to talk to him and noted that even though her salary included a \$1,000 for 2015 and 2016, her salary is able to be adjusted within the term.

Young stated that it would seem fair that since all other county employees are receiving a 2.5% increase the elected officials should receive the same amount. Discussion took place. *Motion by Vietti, second by Holt to recommend the finance committee increase the salary adjustments for the County Clerk and Treasurer to reflect a 2.5% increase for each year.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Borngasser, Arbogast, Holt, Steichen, Vietti, Weber, Young. Nays: Runyon.

Fannin noted that there will be a resolution of recognition on the board agenda for the Pontiac FFA. Fannin further stated that he would also like to do a resolution of respect for Officer Kohlmeier possibly next month. Discussion took place regarding a memorial for Officer Kohlmeier from the Board. Consensus of the Committee was to request each board member contribute \$20 to be used to purchase a brick by the Lincoln Statue in memory of Officer Kohlmeier.

Kristy Masching was present to discuss the guidelines for memorials and flowers. Masching stated that there used to be a flower fund that board members contributed to, but the funds did not go far and at one time the account was over drawn by \$100. Masching stated that she discussed the issue with the county board chairman at the time and it was agreed that the account would be closed. Masching stated that now she uses money from the employee sundry fund to send flowers or a memorial in the event of the death of an employee, board member or immediate family. Masching stated that generally the amount ranges from \$30-35. Masching stated that the sundry fund also funds the employee holiday luncheon. Masching stated that the sundry fund comes from the vending machines, but since the machines are not in public areas they are not used as much. There were no recommended changes to the guidelines.

The Committee continued discussion on the Sheriff and Chief Deputy Salary.

*Motion by Runyon, second by Vietti to adjourn the meeting.* **MOTION FAILED ON ROLL CALL VOTE.** Ayes: Runyon, Vietti, Weber; Nays: Fannin, Borngasser, Arbogast, Holt, Steichen, Young.

Further discussion took place on the Sheriff and Chief Deputy Salary. Consensus of the Committee was to not make any recommended changes.

*Motion by Vietti, second by Steichen to adjourn.* **MOTION CARRIED ON ROLL CALL VOTE.** Ayes: Fannin, Borngasser, Arbogast, Holt, Steichen, Vietti, Weber, Young; Nays: Runyon. Meeting adjourned at 6:11 p.m.

---

Alina Hartley  
Administrative Resource Specialist