

H.E.W., Solid Waste & Veterans Committee
Tentative Minutes
October 9, 2018

1. Call Meeting to Order: Chairwoman Bowers called the meeting to order at 11:00 a.m. Present: Colbert, Meyers and Saunders. Others: Solid Waste Director Steve Rypkema, Animal Control Registration Officer Karla Christensen, Typer, Kari Wolfe with LOTS, Health Dept. Administrator Kyle Auman, Rich Sheldon with Veterans Assistance Commission and County Clerk & Recorder Laura Cook. Absent: Finfrock.
2. Approval of Minutes – September 11, 2018: Motion by Meyers to approve the minutes as presented, 2nd by Colbert. Motion carried.
3. Public Comment: None
4. Regional Office of Education
 - Monthly Bills: Motion by Meyers to approve the bills totaling \$1,349.07, 2nd by Colbert. Motion carried.
 - Department Update: The monthly ROE report e-mailed to the committee.
5. Health Department: Health Department Administrator Kyle Auman gave an update on programs: Childhood Obesity, working with UIC and RCH, flu shot clinics and Vector Control. Auman reported an employee Haley Whaley has accepted another position and has left the Health Department. He also informed the committee of the passing of her brother and asks the committee to keep the family in their thoughts; she will be missed.
6. Solid Waste Department
 - Monthly Bills: Motion by Meyers to approve the bills totaling \$7,080.05, 2nd by Colbert. Motion carried.
 - Department Update: Solid Waste Director Rypkema reviews department reports presented to the committee.
 - Rypkema talks about the purchasing of the recycling decks needed at the recycling locations. There will be two recycling events coming up; October 26, 2018 and November 30, 2018. There will not be an event in December. Rypkema comments the recycling is going through time with the tariffs and people not watching they are recycling. Rypkema says there will be radio ads with WHRL about recycling.
7. Animal Control
 - Monthly Bills: Motion by Meyers to approve the Animal Control bills in the amount of \$6,240.25, 2nd by Colbert. Motion carried. Motion by Colbert to approve the Pet Population bills in the amount of \$2982.50, 2nd by Meyers. Saunders asks about the purchase of books from Granny Rose. Animal Control Registration Officer Karla Christenson say this is the Read, Write and Rescue Literacy Program and there are about 586 students who are in the First Grade in the program. Motion carried.
 - Department Update: Meyers asks for an update on the dog case. Karla says this dog was adopted in Iowa, but they are continuing the court case to deem this dog vicious.

Karla talked about citations issued to owners and the problems with prosecuting the violators. There were updates on other pet issues that Animal Control is dealing with.

8. Veterans Administration: Mr. Sheldon reviews his monthly report. Sheldon states this is his first day back to work as his wife recently passed away. There were no interruption of services provided to the veterans during this time.
 - Sheldon comments they do not have a Veterans Service Officer at this time, but they do have a referral program that seems to be working well. Sheldon asks for clarification with the funding requested for VAC. Bowers says the reason for the reduction in funding had to do with losing a VSO and asked for 100% increase in office supplies. Bowers did indicate to Sheldon if the VAC is to have a VSO replacement and they need more funding, come back to the committee. Sheldon says the increase in the office supplies was because he was buying the supplies from his own pocket.
 - Sheldon will in the future resign from his position. He would like to give the VAC time to find a replacement and work with this person. The committee gave their sympathy to Sheldon on the sudden loss of his wife.
9. LOTS – Ms. Wolfe distributes her report and reviews the highlights. Members of the committee thank Wolfe with updating the committee regularly on LOTS. Bowers asks Wolfe if they can have this report e-mailed to the committee. Wolfe and County Clerk Cook will coordinate this.
10. Old Business - None
11. New Business - None
12. Closes Session – None
13. Adjournment: With no further business, Chairwoman Bowers adjourned the meeting.
Time: 11:53 p.m.

Respectfully submitted,
Laura J. Cook
County Clerk and Recorder

Veteran's Assistance Commission Of Ogle County
October 9, 2018 Ogle County H.E.W. Committee Monthly Report

Superintendent Comments:

1. The entire month of September I worked from home as approved by the VACOC board of directors. The reason for that was I needed to be home with my sick wife who recently passed away September 27, 2018. From my perspective there was no interruption of the services provided to our veterans.
2. The board of directors executive committee of the VACOC is a bit confused by the \$65,000.00 funding approved for the fiscal year 2019 which is a 20.15% reduction of our proposed budget. Year to date this year the expenses are only 1.37% less than 2017 for the same period. The VACOC expenses year to date (January thru September) are \$62,549.00

Balance Sheet – Sep, 2018	
ASSETS	
Current Assets	
Checking/Savings	
VAC Discretionary Fund	\$17,163.00
VAC Operating Fund	\$ 61,901.40
Total Checking/Savings	\$79,064.40
Total Current Assets	\$79,064.40
TOTAL ASSETS	\$79,064.40

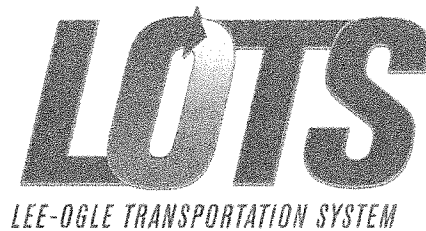
Profit & Loss Sep, 2018	
Expense	
Category 100 - Administration	
102 - Superintendent/Admin.	\$900.00
103 - Trans. Coordinator Salary	\$350.00
104 - VAC Office Rent	\$50.00
105 - VAC Cell Phones	\$115.92
110 - VAC Postage Fees	\$53.52
118 - VSO Salary	\$0
120 - Miscellaneous	\$0
Total Category 100 - Administration	\$1,469.44
Category 200 - Veteran Support	
201 - Driver Mileage Pay	\$3,948.16
202 - Driver Toll Fees	\$83.50
210 - Veteran Funeral Expense	\$0
Total Category 200 - Veteran Support	\$4,031.66
Total Expense	\$5,501.10
Net Ordinary Income	\$25,302.33
Net Income	\$25,302.33

VAC Activity – Sept, 2018

Communications	Sept.
Incoming/Outgoing Phone Calls	76
Email's Sent	43
Emails Received	52
U.S. Mail Sent	12
Walk-In Visits (non VSO)	0
Financial Aid	
	Sept.
Number Of Approved	0
Number Of Declined	0
Rent Assistance	\$0.00
Gas Assistance	\$0.00
Electric Assistance	\$0.00
Water Assistance	\$0.00
Food/Hygiene	\$0.00
Veteran Funeral Expense	\$0.00
Total Veteran Financial Aid	\$0.00

Transportation	Sept.
Number Of Requests Fulfilled	46
Number Of VA Facilities	5
Number Of Individual Veterans	27
Miles Driven	8495
Cost For Mileage	\$3,948.16
Cost For Tolls	\$83.50
Number Of Drivers Hours	286.9

Month To Budget	83%
YTD To Budget	105.6%



Update to HEW Committee
October 9, 2018 | 11:00 AM

1.) Expansion of Hours

- a. As of October 1, 2018: 6AM – 5:00PM
 - i. Transition has gone smoothly
 - ii. Three (3) new drivers will be hired (LCCOA)
 - iii. One (1) new driver has been hired by Kreider Services
- b. As of January 1, 2019: 6AM – 6:00PM

2.) Other Developments in the System

- a. Annual Smoke/Fire inspection by Alarm Detection Systems
 - i. Included an inspection of sprinkler system
- b. 1st Quarter Requisition in Process for 5311/DOAP
 - i. Village of Progress doing their first requisition
 - 1. Two vehicles in the system to begin
 - 2. Being added to CTS / Scheduling system
- c. 1st Quarter Requisition will be processed for Greyhound
 - i. Change in process: estimate for 3rd month of quarter / more timely submission by system
- d. WEX Card being implemented by LOTS for County Owned Vehicles
 - i. Exempt taxes from gas purchases
 - ii. Hope to implement within next week to 10 days
 - iii. Should realize savings for LCCOA and Kreider Services
 - 1. Fuel charges will now come to Lee County not LCCOA and KSI
- e. Scheduled pick up of three (3) new vehicles
 - i. This Friday, October 12, in Kankakee

3.) FY '19 Contracts & Project

- a. Meeting Wednesday with Gary Anderson Architects and IMEG
 - i. Discuss design of Maintenance/Wash Bay
 - ii. Land surveying has been completed (according to Gary Anderson Architects)
 - iii. Design phase expected to be completed before Christmas
 - iv. Release of bid for General Contractor should occur before Christmas
- b. Construction of Canopy on to Reagan Transit Center
 - i. Merging this project with Maintenance/Wash Bay not likely
 - ii. Waiting on word from IDOT on advertising for architect/engineering
- c. Final changes have been made to FY '19 contracts (July 1, 2018 – June 30, 2019)
 - i. Moving forward with procurement of seven (7) buses for Greyhound
 - 1. Four (4) – 45-foot buses
 - 2. Three (3) – 35-foot buses
- d. Upgrade of Building Security
 - i. Completed by ProCom (\$9,900) reimbursable event via Capital

4.) Staffing

- a. Realized savings of mechanical work NOT sent out by completed in house

- i. September work is for first two (2) weeks
- ii. Included replacing engine in 126

	<u>SEPTEMBER</u>	<u>Year to Date</u>
iii. <u>LOTS Costs:</u>	\$1,764.81	\$14,413.50
iv. <u>Dealer Projected:</u>	\$5,840.00	\$40,975.07
v. <u>Savings:</u>	\$4,075.19	\$26,561.57

5.) Claims vs. Revenue

- a. Claims for October: \$14,763.54
- b. Revenue: \$32,919.55
 - i. LCCOA, local match: \$20,362.33
 - ii. HCSC, local match: \$4,657.22
 - iii. Service Contract: Kishwaukee College, \$1,200.00
 - iv. Sale of two vehicles (117, 126) to Kreider Services: \$6,200
 - v. Sale of one vehicle (142): \$500
- c. Requisitions: \$251,407.34
 - i. ICB 4th QTR – \$251,407.34
 - 1. Greyhound: \$228,311.63
 - 2. County Portion: \$23,095.71
 - ii. 5311/DOAP 1st QTR
 - 1. Provider information being compiled
 - iii. Capital Requisition
 - 1. ProCom reimbursement (\$9,900)

6.) Rochelle Area Community Foundation

- a. Surveys - rider, truck drivers at Petro and workers in industrial park
 - i. Using community events (Halloween Safe House) to generate additional surveys by general population
 - ii. Developing focus groups for business leaders and truck drivers' input
 - 1. Truckers event this Wednesday (3-7PM)
 - iii. Links and surveys distributed in Rochelle areas

7.) Meetings scheduled and/or held with...

- a. Meetings/Presentations in September and October
 - i. Illinois Public Transportation Association Fall Conference (9/6/2018); Community Meeting on Rural Healthcare (9/6/2018); Taping of Newsmakers (Comcast) in Rockford (9/12/18); WIXN Radio Talk Show (9/26/2018); Human Services Transportation Program Meeting in Mendota (9/28/2018); Ogle County Mental Health Collaborative in Rochelle (10/1/2018)
- b. Upcoming Meetings/Presentations in October
 - i. Meeting with Architect/Engineering Firms (10/10) at 10:00 AM; LOTS Questions and Answers Session at LCCOA (October 24/ 1PM); Trick or Treat Safe House, Rochelle (October 25 / 5PM); WIXN Radio Talk Show (10/31/2018 / 8:15 AM); Master Gardeners (U of I Extension) Training, once a week (ends Nov. 13).

