1. Call Meeting to Order: Chairman Typer called the meeting to order at 1:00 p.m. Present: Griffin, Kenney, McLester, Reising and Sulser. Others: Sheriff Brian VanVickle, Nordman, Corbitt and Janes. Absent: Fox.

2. Approval of Minutes – September 10, 2019: Motion by Sulser to approve the minutes as presented, 2nd by Kenney. Motion carried.

3. Public Comment: None

4. Project Status Report
   - Slip & Fall Training (9/19) – offered through the Safety Committee
   - Landscaping & Weed Program (9/19) – VanVickle stated the Probation clients do this when community service hours are needed.
   - Roof Leak at Solid Waste Dept. (9/19) – this has been addressed
   - Water Leak at EOC (9/19) – working on the cause
   - Water Leak under East basement door of Courthouse in Election Room (9/19) –
   - Cleaning of Courthouse Steps (9/19) – will work on
   - No Parking sign at Courthouse (9/19) – it is faded and needs to be replaced
   - Jail Trustees (9/19) – Typer asked if the trustees can do the yard work, VanVickle stated they have not had any trustees since January.
   - Courthouse Basement Bathroom Light Sensor (9/19) - completed
   - EOC Skylight (start 7/19) - completed
   - Judicial Center Compressor (start 7/19) – not installed
   - Communication Tower Extension (plan complete 6/19) – waiting on FCC
   - Courthouse Exterior Planters & Replacement of Red Sidewalk Inserts (started 6/2018 – to be completed 5/2019) – completed 8/19
   - Focus House Electrical Outside Wiring (started 6/2018 – to be completed 5/2019) – completed 8/19
   - Move Iron Mike (started 10/2018 – to be completed 6/2019 / work moved to 9/20) – Griffin gave a brief update
   - Pines Road Annex Repair List (started 11/2018 – to be completed 1/2019) – completed 4/19
   - Tuck Point Repair – 3rd Floor wall (started 1/2019 – to be completed 6/2019)
   - Judicial Center Lactation Room (start 2/2019 – to be completed 6/2019) – completed 6/19
   - Focus House Sidewalks (start 4/2019 – to be completed 5/2019) – Sulser stated they have been patched.
   - EOC Generator (start 4/2019 – to be completed 6/2019) – It has not been installed, Highway Dept. will move it when they are available
• Accounting Code Tracking (start 3/2019 – to be completed 6/2019) – will be done FY2020
• Weld Park Electric Upgrade (start 4/2019 – to be completed 6/2019) – VanVickle will get an estimate for the project
• Weld Park Septic – (to be completed 5/2019)
• Weld Park Road Repair – (to be completed 5/2019)
• Judicial Center Lighting – will replace as they fail (completed 5/2019)

5. LRP/IT Update: Jail meeting was held yesterday; Griffin stated timeline and budget are good.

6. Old Business
   • 510 Lincoln Hwy Cleaning Bill: VanVickle stated they are current on the bills; previously the bills were being mailed to the Treasurer’s office.
   • County Credit Card Policy Review: Sulser stated his problem with the procedures is that they do not know exactly what is being purchased. VanVickle will talk with his Administrative Asst. on her procedure for the log sheet.
   • Budget Performance Report: Typer distributed the report; he questioned line 4216.30. VanVickle stated his bottom line would be good. Typer wants to make sure that all lines are sufficient for the FY2020 budget.

7. New Business
   • 2020 Proposed Budget: VanVickle stated Weld Park maintenance line was cut back.
   • Illinois WEX Joint Purchasing Fuel Card Agreement: Sheriff’s Dept. does participate in this program; it is not used often.
   • Landscaping & Weed Program for County Facilities: None

8. Approval of Bills: Kenney questioned the credit card activity. VanVickle stated they prefer to buy online or from a company directly to save money. The credit card is mainly used for Amazon purchases along with online purchases.
   • Credit Card Billing: None
   • Department Billing: None

9. Closed Session: None

10. Adjournment: With no further business, Chairman Typer adjourned the meeting. Time: 1:59 p.m.

Respectfully submitted,
Tiffany O’Brien