

Executive Committee
Tentative Minutes
(Remote Attendance due to COVID-19 Crisis)
September 8, 2020

1. Call Meeting to Order: Chairman Finfrock called the meeting to order at 5:45 p.m. Present: Griffin, Janes, Kenney, Nordman, Reising and Sparrow. Others: Treasurer Linda Beck and Fox. Others via audio: Corbitt and Smith.
2. Approval of Minutes – August 11, 2020: Motion by Sparrow to approve the minutes as presented, 2nd by Janes. Roll call: Yes – Nordman, Kenney, Sparrow, Griffin, Janes, Reising, Finfrock. Motion carried.
3. Public Comment: None
4. Reports of Committees
 - Personnel & Salary: None
 - Road and Bridge: None
 - Judiciary & Circuit Clerk: None
 - County IT: None
 - Supervisor of Assessment, Planning & Zoning: Multiple items
 - HEW, Solid Waste & Veterans: 1 appointment
 - County Facilities: None
 - County Security – Sheriff & Coroner: None
 - State’s Attorney, Court Services – Focus House: None
 - Long Range & Strategic Planning: Bills, project update & change orders
 - Finance & Insurance: 3 resolutions
 - Agriculture: None
 - Workplace Safety: None
 - Board Presentation Requests: Health Dept. Administrator Auman
 - Other: Reising mentioned that BEST Board has a new Executive Director and every year they do a presentation. Reising will check to see if they are available to do it this month.
5. Old Business
 - Update on Tower Status: Finfrock stated the deed should be completed soon.
 - Public Defender’s Office: Finfrock stated they are waiting for confirmation that a collection agency will be used to collect unpaid fines and the monies will help cover the cost of the office. The Collection Agency fee will be added to the fine itself, no cost to the County. Griffin asked if they could start the collection process prior to hiring anybody. Finfrock stated that no one is being hired; it is a contract with the agency. Finfrock stated we are one of few counties in the State that do not have a collector.
 - Noise Control Ordinance: Finfrock stated they are still working to finalize it by Tuesday’s meeting. Once it is approved, it will be emailed out to the full Board. The issue is still on going and complaints are received regularly.

- Grant Specialist: Meeting is set for Thursday morning.
 - New 2021 Holiday Schedule: Motion by Sparrow to approve as presented, 2nd by Griffin. Roll call: Yes – Nordman, Sparrow, Griffin, Janes, Reising, Finfrock. No – Kenney. Motion carried.
 - Purchasing Policy: Still working on. Finfrock stated they tried to go to a purchasing policy years ago but some fought it. Finfrock would like to have a minimum dollar specified that would require a bid process. Motion by Kenney to create a purchasing policy that dictates 3 bids will be required if the purchase price is \$20,000 or greater, 2nd by Janes. Discussion was held regarding Highway Dept. Nordman asked what the outcome will be if a Dept. Head does not follow the protocol. Sparrow stated they can seek the opinion from the State’s Attorney regarding legal action. Roll call: Yes – Nordman, Kenney, Sparrow, Griffin, Janes, Reising, Finfrock. Motion carried. Griffin’s opinion is that once a year, Dept. Heads are required to sign off on the purchasing policy. Committee agreed.
 - Cure Act for Local Government: Nordman stated things are coming together and Dept. Heads are being proactive for the future.
 - Other: Kenney stated he has spoken with Mike Rock regarding staffing in the office; the letter was to Chairman Finfrock and Vice-Chairwoman Nordman.
6. New Business
- Host Agreement for Orchard Hills Landfill: Finfrock stated they are working on the agreement.
 - Other Business: None
7. Comments/Suggestions from Committee Members/Department Heads: None
8. Adjournment: With no further business, Chairman Finfrock adjourned. Time: 6:20 p.m.

Respectfully submitted,
Tiffany O’Brien