

**COUNTY OFFICES COMMITTEE**  
**COUNTY BOARDROOM**  
**TUESDAY, MARCH 13, 2018**  
**MINUTES**  
**4:00 P.M.**

**1. Call to Order**

**2. Roll Call** – Bryant Kempf (Ch.), Richard Hill, Donald Tolan, Pete Streid all present.  
Jason Jording excused,

**3. Approval of Minutes**

a. Approval of February 13, 2018 regular meeting minutes

Mr. Streid stated he was not at the Roanoke meeting when they met the architect and his name needs to be stricken from that sentence. Motion to amend the minutes to strike Mr. Streid name from that sentence made by Streid, seconded by Hill. *Motion passed.* Motion to accept the amended minutes made by Hill, seconded by Tolan. *Motion passed.*

**Approval of Executive Session Minutes**

**4. Public Input**

**5. Appointments**

a. Appointment of Rodney Noe as the alternate to the Zoning Board of Appeals to complete the unexpired term of Steve Tanton expiring August 1, 2019.

Motion to appoint Rodney Noe as the alternate to the Zoning Board of Appeals to complete the unexpired term of Steve Tanton expiring August 1, 2019 made by Streid, seconded by Hill. *Motion passed.*

b. Appointment of Zachary M. Taylor to the Caterpillar Trail Public Water District to complete the unexpired 5 year term of David Cusac expiring May 1, 2020.

Motion to appoint Zachary M. Taylor to the Caterpillar Trail Public Water District to complete the unexpired 5 year term of David Cusac expiring May 1, 2020 made by Streid, seconded by Hill. *Motion passed.*

c. Appointment of Roy Bockler to Tri-County to represent Spring Bay Township, Spring Bay and Bayview Gardens for a 1 year term.

Motion to approve Roy Bockler to Tri-County to represent Spring Bay Township, Spring Bay and Bayview Gardens for a 1 year term made by Streid, seconded by Tolan. Ms. Harms questioned if the appointment should read ‘contingent on their individual payment for participation in Tri-County Regional Planning Commission’ like the other appointments. Mr. Kempf asked for a restatement of the motion to include that language. Motion to appoint Roy Bockler as a representative for Spring Bay Township, Spring Bay and Bay View Gardens to Tri-county Regional Planning Commission for the 2018 calendar year, contingent on their individual payment for participation in Tri-County Regional Planning Commission for a 1 year term expiring the 1<sup>st</sup> Monday in December 2018 made by Tolan, seconded by Hill. *Motion passed.*

d. Appointment of Stan Glazier to Tri-County to represent Woodford County for a 1 yr. term.

Motion to appoint Stan Glazier to Tri-County to represent Woodford County for a 1 yr. term expiring the 1<sup>st</sup> Monday in December, 2018 made by Tolan, seconded by Streid. *Motion passed.*

e. Appointment of Curtis Heilman as the alternate to the Zoning Board of Appeals to replace the term of George Irick expiring August 1, 2019.

Motion to appoint Curtis Heilman as the alternate to the Zoning Board of Appeals to replace the term of George Irick expiring August 1, 2019 made by Hill, seconded by Streid. *Motion passed.*

f. Reappointment of Ronald Mool to the El Paso Fire Protection District for a three year term expiring April 30, 2021.

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Motion to reappoint Ronald Mool to the El Paso Fire Protection District for a three year term expiring April 30, 2021 made by Tolan, seconded by Streid. *Motion passed.*

- g. Reappointment of Tim Ruestman to the El Paso Fire Protection District for a three year term expiring April 30, 2021.

Motion to reappoint Tim Ruestman to the El Paso Fire Protection District for a three year term expiring April 30, 2021 made by Hill, seconded by Tolan. *Motion passed.*

Mr. Glazier requested that the Committee hold a special meeting before the Board meeting to approve the appointment to Tri-County for Roanoke. The Mayor of Roanoke will provide the name to Mr. Glazier in the next few days and will finalize the appointment. Mr. Glazier stated that there may also be a need to approve a new VAC department head.

**6. Approval of Claims**

- a. County Clerk – Roll Call vote

Motion to approve March claims made by Tolan, seconded by Hill. Roll call vote – Kempf- yes; Tolan- yes; Hill – yes; Streid – yes. *Motion passed.*

- b. County Board Per Diem – Roll Call Vote

Only claim this month is for Mr. Kempf. Motion to approve the per diem for Mr. Kempf made by Streid, seconded by Mr. Hill. Roll call vote – Streid – yes; Tolan- yes; Hill- yes; Kempf- abstains. *Motion passed.*

**7. Unfinished Business**

- a. Discussion and update of Sexual Harassment Policy

Ms. Breyman stated that the copy the Committee has should have the draft watermark on it. Mr. Hill does not like the wording on page 3, #6, and feels it is too open ended. Ms. Breyman suggest to add the ‘sexually’ before the word offensive to help make it more specific. Mr. Hill stated that he would be satisfied with that addition. Mr. Tolan questions why to include the wording ‘racial or ethnic stereotypes’ if we are talking sexual harassment. Mr. Streid suggested that we remove #6 from the policy. Ms. Breyman pointed out that this document was created by attorneys at Snedeker’s. Mr. Streid stated that the Board also has to approve this. It was decided that Ms. Breyman would contact Snedeker and discuss with them the possibility of removing #6 from the policy. Ms. Andrews wants to add into the policy who the domestic violence is and how to get ahold of them. Mr. Noar stated that it is best not to put the name of the domestic violence advocate in the policy because if that person should leave, then we have to update the policy to reflect the name of the new person. It was decided that Ms. Breyman would contact Snedeker’s, get an answer, and the committee will discuss it at the next committee meeting.

- b. Discussion of Ethics Committee

It was asked if the UCCI had a template that we could use. Ms. Breyman reached out to the UCCI and was told that the attorneys are working on it and they hope to have a template within the next few months to share with us. Mr. Streid asked if we currently have an ethics policy. Ms. Breyman stated that there is one, done a long time ago, and basically addressed monetary gifts. Ms. Harms stated that she believed it was created in the 90’s. Mr. Streid asked for the difference between an ethics officer and ethics advisor. He stated that the policy that came from the Illinois Attorney General talks of an ethics advisor, while the Committee has been talking of an ethics officer. He stated is would good if they are the same person. Mr. Glazier stated that there is not time frame on this, so we might want to wait till the UCCI gets the template ready for us. Ms. Breyman stated that on page 3, it gives a definition of an officer,

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but there is no definition of an advisor. Mr. Glazier stated it was recommended that each county have a policy.

**8. New Business**

- a.** Approval of Resolution 2017-18 #0029 Authorizing Acceptance of Special Warranty (for 2019).

Motion to approve resolution 2017-18 #0029 Authorizing Acceptance of Special Warranty (for 2019) made by Streid, seconded by Tolan. *Motion passed.*

- b.** Approval of Ordinance 2017-18 #007 Authorizing Public Transportation Application Ordinance.

Motion to approve Ordinance 2017-18 #007 Authorizing Public Transportation Application Ordinance made by Hill. Mike with We Care stated that we have an Ordinance already on the books and IDOT stated that we do not need another one. Mr. Kempf asked if it was okay to approve this Ordinance. Mr. Streid stated that there may be a difference in wording between the old Ordinance and the new one. Since we have one that is good, we should leave it alone. Mr. Hill pulled his motion.

**9. Budget**

Mr. Kempf stated that at the Finance Committee it was suggested that the department heads have their budget in by June 1<sup>st</sup>.

**10. Other**

Mr. Kempf stated that Mr. Umdenstock was very passionate with what he did. He will be well missed. His visitation is Friday at Deiders in Washington from 4-8.

Mr. Glazier stated that We Care had another document to present to us. He gave the paperwork to the Committee and the Committee will discuss it at the special meeting.

**11. Executive Session (if necessary)**


**12. Any action coming out of Executive Session**

**13. Adjournment**

Motion to adjourn made by Hill, seconded by Tolan, *Motion passed.*

Meeting adjourned at 5:03 PM

Submitted by: Deb Breyman

  
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Bryant Kempf, Chairman  
County Offices

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April 10, 2018  
Date