

**November 21, 2018**  
**OFFICIAL MINUTES**  
**of the**  
**DOUGLAS COUNTY BOARD**

\*Members of the Douglas County Board convened in regular session at 9:00 A.M., County Board Room, Courthouse, Tuscola, Illinois. Chairman of the Board, Don Munson called the meeting to order and led the members in the Pledge of Allegiance to the Flag.

**ROLL CALL**

\*Members answering roll call: Dick Hein, Bibby Appleby, Tom Hettinger, Phil Morris, Don Munson, Jim Mikeworth, Tom Glenn.

PRESENT: 7

ABSENT: 0

**OCTOBER 3, 2018 SPECIAL BOARD MEETING MINUTES AND**  
**OCTOBER 17, 2018 REGULAR BOARD MEETING MINUTES APPROVED**

\***Motion by Glenn/Hein:** To approve the October 3, 2018 Special and Regular Board Meeting Minutes of the October 17, 2018 Board Meeting Minutes as prepared.

YEAS: 7

*Motion Passes.*

**APPROVAL of MONTHLY FINANCIAL OBLIGATIONS**

\***Motion by Hein/Glenn:** To approve the monthly financial obligations for the County as reviewed by the Budget and Finance sub-committee.

YEAS: 7

ABSENT: 0

*Motion Passes*

**APPROVAL of MONTHLY REPORTS of FEES**

\***Motion by Appleby/Hettinger:** To approve the monthly reports of fees of the County offices as prepared.

YEAS: 7

ABSENT: 0

*Motion Passes.*

**MEMORANDUM OF UNDERSTANDING BETWEEN ETSB OF DOUGLAS COUNTY**

\***Motion by Mikeworth/Glenn:** To enter into a Memorandum of Understanding by and between the Emergency Telephone System Board (ETSB) of Douglas County, Illinois and the Douglas County Board for a five year term commencing January 1, 2019 – December 31, 2023.

YEAS: 7

*Motion Passes.*

**UPGRADE THE PURCHASE OF CARTEGRAPH SOFTWARE**

\***Motion by Glenn/Morris:** To authorize the County Engineer to upgrade the purchase of Cartegraph Asset Management Software at a cost of \$37,465.00 for the first year and annual license fee of \$10,965.00 for subsequent years and make necessary budget changes to cover the cost upgrade during FY 2019.

YEAS: 7

*Motion Passes.*

**SIDWELL CONTRACT RENEWAL**

\***Motion by Mikeworth/Hein:** To approve the renewal of contract with The Sidwell Company for GIS Maintenance for a one year period commencing December 1, 2018 and to extend through November 30, 2019 by the recommendation of Personnel, Legal and Management sub-committee. Annual Maintenance fees are \$12,650 for Cadastral GIS Maintenance and Concurrent FARMS Processing.

YEAS: 7

*Motion Passes.*

**DETECTION SECURITY PROPOSAL FOR REPLACEMENT OF SECURITY CAMERAS**

\***Motion by Hettinger/Morris:** To accept the proposal from the Detection Security Co., Inc. for replacement of 2 outdoor security cameras at the Douglas County Courthouse at a cost of \$1355.00 at the recommendation of Building & Grounds sub-committee.

YEAS: 7

*Motion Passes.*

**2019 ILLINOIS ASSOCIATION OF  
COUNTY BOARD MEMBERS DUES**

**\*Motion by Appleby/Glenn:** To approve the payment of \$675.00 for annual membership dues to the Illinois Association of County Board members for 2019.

YEAS: 7

*Motion Passes.*

**CONTRACT FOR PROFESSIONAL SERVICES BETWEEN  
JEANNINE GARRETT AND DOUGLAS COUNTY**

**\*Motion by Mikeworth/Appleby:** To renew the contract for professional services between Douglas County and T. Jeannine Garrett for a one year term beginning January 1, 2019.

YEAS: 7

*Motion Passes.*

**REAPPOINT OF INSURANCE ADMINISTRATION LIASON**

**\*Motion by Glenn/Morris:** To reappoint Judi Pollock, as the Insurance Administration Liaison to Douglas County for one year effective January 1, 2019. This position is recompensed solely via a \$7500 stipend paid from line item 012-4192-039 as stated in Ordinance 17-O-2 and renewable at the Boards discretion. This position will be reviewed annually by Personnel, Legal & Management sub-committee.

YEAS: 7

*Motion Passes.*

**ANNUAL STIPEND FOR PAYMENT AND RECONCILIATION  
OF PAYROLL DEDUCTED INSURANCE BENEFITS**

**\*Motion by Glenn/Hein:** To approve an annual stipend of \$2000 to the Douglas County Treasurer's office to be distributed to her staff at her discretion for continued payment and reconciliation of the billing and payroll deducted insurance benefits (VSP, Companion Dental, and Guardian policies) for Douglas County Employees for the FY 2019.

YEAS: 7

*Motion Passes.*

**APPROVE ICRMT LIABILITY AND WORKER'S COMPENSATION  
RENEWAL PACKAGES**

**\*Motion by Hettinger/Glenn:** To approve the payment of the ICRMT Liability Insurance package and Worker's Compensation renewal for FY 2018 – 2019 as listed:

Liability Insurance:	\$144,376
Tort Liability:	\$19,310
Cyber Liability:	\$5,794
Worker's Compensation:	\$111,685
(to include PEDA coverage)	

YEAS: 7

*Motion Passes.*

**RENEWAL OF HEALTH ALLIANCE MEDICAL PLAN**

**\*Motion by Hein/Morris:** To approve the renewal of Douglas County's employee health plan with Health Alliance with monthly rates as listed:

Employee:	\$889.00
Employee and Spouse:	\$1649.00
Employee + Child(ren):	\$1480.00
Family:	\$2578.00

YEAS: 7

*Motion Passes.*

**RENEWAL OF VSP VISION AND COMPANION DENTAL PLANS**

**\*Motion by Hettinger/Hein:** To approve the renewal of employee paid VSP Direct Vision Plan and Companion Life Dental Plan for Douglas County for FY 2019 as listed:

<b><u>VISION</u></b>		<b><u>DENTAL</u></b>	
Employee:	\$9.59	Employee:	\$26.40
Employee and Spouse:	\$15.35	Employee and Spouse:	\$50.89
Employee + Child(ren):	\$15.67	Employee + Child(ren):	\$48.88
Family:	\$25.26	Family:	\$81.45
YEAS: 7		<b><i>Motion Passes.</i></b>	

**PURCHASE OF ELECTION TRAILER**

**\*Motion by Appleby/Glenn:** To allow the Douglas County Clerk to purchase a larger election trailer from Kate’s Kars of Arthur at a cost of \$3443 including a \$1000 trade in value for the currently owned election trailer. The purchase will be paid from line item 001-4760-035 Contingency.

YEAS: 7 ***Motion Passes.***

**COUNTY EMPLOYEE CHRISTMAS PARTY**

**\*Motion by Morris/Hettinger:** To approve the expenditure of \$800.00 for the Douglas County Employee Christmas Party for FY 2018.

YEAS: 7 ***Motion Passes.***

**AUTHORIZE THE COUNTY CLERK TO CLOSE OUT FY 2018**

**\*Motion by Appleby/Glenn:** To authorize the County Clerk to close out FY 2018 from December 20-December 31, 2018.

YEAS: 7 ***Motion Passes.***

*Steve Allen and Jim Allen spoke regarding the Broadlands Wind Farm Project.*

**ADJOURNMENT**

**\*Motion by Glenn/Hettinger:** At 9:33 A.M., there being no further business to come before the County Board at this time, to adjourn until December 19, 2018 at 9:00 A.M.

YEAS: 7 ***Motion Passes.***

---

*Judi Pollock, Ex-Officio Clerk*

\*PLEASE NOTE-sub-committee minutes are to be placed on file. Motions and special instructions from the sub-committee reports have been recorded in the Official Minutes. Additional information pertaining to the sub-committee minutes may be requested to be reviewed.