

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Glazier, Hill, Phelan, Proehl, Sundell)
Monday, September 18, 2017
5:30 p.m.
MINUTES

1. Call to Order
Chairman Van Winkle called the meeting to order at 5:30 pm
2. Roll Call
Present: Van Winkle, Delaney, Glazier, Hill, Proehl, and Sundell. Excused: Phelan. Absent: Crawford and Drury. Staff: Miller, Lees, and Bruner.
3. Public Input-none
4. Approval of Minutes August 21, 2017
Glazier moved to approve the August 21, 2017 minutes and Sundell seconded. Motion carried.
5. Executive Director Report
Miller updated the committee on the following:
 - Clifton Larson had a person here to monitor our payroll process for approximately 4 hours. We will keep them on retainer if needed.
 - Hired Debbie Stratton as our accountant and she started working September 1 training with Jenny Sloan.
 - FY17 Audit has started and the auditors were on site from September 5-8. Will get final report in November
 - Ms. Stratton has begun a budget amendment for FY18 to recognize new projects.
6. Motion to approve Procurement Policy and recommend to Full Commission for approval.
Sundell moved to approve the Procurement Policy and recommend to Full Commission for approval and Hill seconded. Motion carried.
 - Bruner updated the committee that he added the Emergency Procurement. He reviewed other counties and updated the document. Miller added that our attorneys have reviewed and approved the changes and updates.
7. Review and retain as confidential or release to public, Executive Session minutes for the following dates:
 - August 17, 2014
 - February 23, 2015
 - March 2, 2015
 - March 11, 2015
 - May 16, 2016
 - June 20, 2016All minutes will be retained as confidential.
8. Review of September 28, 2017 Commission Agenda
Miller explained that Gorman wanted an update on Eastern Bypass, so a representative from IDOT will be at the Commission meeting to explain the selection of multiyear plan projects.

9. Other

Miller said he will be attending the Woodford County Board meeting tomorrow night talking about the services we have done for Woodford County. There also will be a group of Mayors from Woodford County explaining what Tri County has done for them.

10. Executive Session

11. Any action as a result of Executive Session

12. Adjournment

Sundell moved to adjourn at 5:48pm and Proehl seconded. Motion carried.

Respectively submitted ,

Eric W. Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich