EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Drury, Phelan, Proehl, Sundell)
Monday, January 15, 2018
5:30 p.m.
AGENDA

1. Call to Order

2. Roll Call

3. Public Input

4. Approval of Minutes November 20, 2017

5. Approval of Minutes December 7, 2017 (Full Commission)

6. Executive Director Report

7. Update on Woodford County membership

8. Discuss and recommend to Full Commission Health Insurance contract

9. Discussion of Commission Strategic Planning Session

10. Discuss and recommend to Full Commission meeting schedule in 2018 for all meetings which include, Ways & Means, Full Commission and Executive Board.

11. Review of January 25, 2018 Commission Agenda (Handout)

12. Other

13. Executive Session

14. Any action as a result of Executive Session

15. Adjournment

EXECUTIVE BOARD MEETING
STEVE VAN WINKLE, CHAIRMAN – EXECUTIVE BOARD
(Crawford, Delaney, Drury, Glazier, Hill, Phelan, Proehl, Sundell)
Monday, November 20, 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, Hill, Phelan, Proehl, and Sundell. Excused: Drury and Glazier. Absent: Crawford. Staff: Miller and Lees.

3. Public Input-none

4. Approval of Minutes September 18, 2017
   Sundell moved to approve the September 18, 2017 minutes and Proehl seconded. Motion carried.

5. Executive Director Report
   Miller reported on the following:
   - Stratton is creating a project management with capabilities linked to the account software.
   - Month of October was positive $13 thousand
   - Ongoing work is being done on the FY18 ICR with State of Illinois GOMB
   - Launch of website is anticipated in November pending review and insert of copy material
   - Rural Peoria Counties services is in discussion
     - Bruner is working with Elmwood and Pekin on ITEP grants
     - Regional trail in Hanna City has no funding or legal agency
     - Phelan said he talked to Chairman Rand of Peoria County and they are opposed to this due to duplication
     - Miller said there has been no formal requests
     - Proehl commented it sounds like Rural Coalition is trying to revive itself.

6. Discussion of Woodford County membership
   Miller introduced Hinrichsen, Mayor of Germantown Hills.
   - Hinrichsen explained that Woodford County has pulled their funds from budget to finance TCRPC. He said the 5 or 6 mayors are in support of the Commission and are contemplating an agreement with Woodford County board chair to appoint 1 Woodford County member and 6 mayors to the Commission. The dues will be spread equally to the County Board and they will make the appointment to the Commission
   - Miller said Glazier is in support of the coalition. The mayors are from El Paso, Metamora, Minonk Germantown Hills, Roanoke and Eureka (Melissa Brown, City Administrator)
   - Hinrichsen feels it is positive.
   - Phelan said he will talk to the Peoria County mayor on this.

7. Recommendation to Full Commission for approval of PPUATS/ TCRPC MOU *(Handout)*
   Van Winkle explained the modifications of the MOU document.
   - Phelan explained he was not satisfied with original document and felt TCRPC was misrepresented. He will support this document as it is now.

Phelan moved to approve the PPUATS/TCRPC MOU and Proehl seconded. Motion carried.

8. Discuss and Recommend to Full Commission appointment of TCRPC member to PLBA
   Miller updated committee that we need to fill Meisinger spot on PLBA. It is a rotation spot of chairman on a yearly basis. Miller said he will fulfill the spot until Woodford County members are filled.

9. Review of December 7, 2017 Commission Agenda
   Sundell mentioned that we talked last year of not having any meetings in December for Full Commission. Van Winkle asked to put on agenda for discussion.

10. Other

11. Executive Session

12. Any action as a result of Executive Session

13. Adjournment
    Hill moved to adjourn at 6:40 pm and Delaney seconded. Motion carried.

Submitted by:
Eric W. Miller
Executive Director
Recorded and submitted by: Debbie Ulrich

DRAFT

TRI-COUNTY REGIONAL PLANNING COMMISSION
456 FULTON STREET, SUITE 420
PEORIA, IL 61602
Phone: 309-673-9330 FAX: 309-673-9802
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Ways & Means Committee..... .....4:30 p.m., December 7, 2017
Full Commission/Executive Board (in lieu of Lack of Quorum) 5:30 p.m., December 7, 2017

EXECUTIVE BAORD
MINUTES

1. **Call to Order, Welcome, Recognition of Audience**
   Chairman Van Winkle called the meeting to order at 5:35 pm

2. **Roll Call**
   Executive Board: Van Winkle, Sundell, Proehl, and Phelan present. Full Commission members present: Brett Grimm, and Phil Salzer
   - Notice of re-appointments of Sue Sundell, Timothy Neuhauser, Greg Menold, Nancy Proehl, Brett Grimm, Seth Mingus, and Russ Crawford of Tazewell County, 1year term expiring November 30, 2018.

3. **Public Input- none**

4. **Approval of October 26, 2017 Meeting Minutes**
   Sundell moved to approve the October 26, 2017 minutes and Proehl seconded. Motion carried.

5. **Executive Director report**
   Miller reported on the following:
   - Woodford County is not paying their dues for being a part of the Commission. Discussion is being held by several villages and municipalities to pool their monies to fund regional planning. A MOU is being developed between Germantown Hills, El Paso, Minonk, Metamora, Eureka, Roanoke, and Woodford County to Commission.
     - Glazier, Woodford County Board Chairman apologized for the confusion that caused a lot of questions. He feels that TCRPC is a benefit for people seated on Commission of persons wanting to move economic development forward. Mentioned the appointment of Roy buckler and the need to be involved in GPEDC and TCRPC. Feels they are on track to complete by the end of January 2018.
     - Van Winkle mentioned that the funds will be paid thru Woodford County and the municipalities will pay the County.
   - Website has launched with some issues, but most is ok.
   - Mike Bruner has completed ITEP grant for Pekin and Germantown Hills and delivered to Springfield last week.

6. **Ways and Means Report**
   a. Motion to approve Resolution 18-22 for October Financial Statements and Billings
      Sundell moved to approve Resolution 18-22 October Financial Statements and Billings and Proehl seconded. Motion carried.
      Miller updated the operating cash $424,511, accounts receivables 193,179, and accounts payables 23,441. Total revenues were $103,794 and operating revenue was $74,321 and operating expenses where 63, 130 with October net income of $12,859. Revenue was higher because we had 22 work days in October versus 20 in September. The year to date is positive $20,971.

7. **Administration**
   a. Motion to approve TCRPC/PPUATS MOU
      Sundell moved to approve the TCRPC/PPUATS MOU and Proehl seconded. Motion carried.
      Van Winkle explained the changes that the Commission requested. He said that Phelan and Morris, Chairman of PPUATS Policy talked of the changes and approved them. This will go to PPUATS Policy in February to be approved.
   b. Motion to approve Resolution 18-24 for Eric Miller and Debbie Ulrich appointed FOIA officers
      Phelan moved to approve Resolution 18-24 for Eric Miller and Debbie Ulrich appointed FOIA officer's and Sundell seconded. Motion carried.

c. Motion to approve Resolution 18-28 Renew contract with The Cleaning Source in the amount of $165.00 per month or $1980.00 annually.
Phelan moved to approve Resolution 18-28 renewal of contract with The Cleaning Source in the amount of $165.00 per month of $1980.00 annually and Sundell seconded. Motion carried.
Sundell asked if rates changed and Debbie Ulrich said no.

8. Transportation Planning

a. Motion to approve Resolution 18-23 to enter into a contract with the selected consultant for the Peoria Downtown Wayfinding and Signage Plan for an amount not to exceed $58,000.
Phelan moved to approve Resolution 18-23 to enter into a contract with the selected consultant for the Peoria Wayfinding and Signage Plan for an amount not to exceed $58,000 and Sundell seconded. Motion carried.
Harms explained the process.

b. Motion to approve Resolution 18-27 to amend a contract with Patrick N. Meyer & Associates for the East Peoria ADA Compliance Plan for an additional amount not to exceed $30,000.
Sundell moved to approve Resolution 18-27 to amend a contract with Patrick N. Meyer & Associates for the East Peoria ADA Compliance Plan for an additional amount not to exceed $30,000 and Phelan seconded. Motion carried.
Harms explained the contract

c. Motion to approve Resolution 18-26 to authorize Executive Director to Contract with Houseal Lavigne Associates for the East Peoria & Washington Transportation Plan for an amount not to exceed $30,000.
Phelan moved to approve Resolution 18-26 to authorize Executive Director to contract with Houseal Lavigne Associates for the East Peoria & Washington Transportation Plan for an amount not to exceed $30,000 and Sundell seconded. Motion carried.
Harms explained the contract.

9. Land Use Planning

a. Motion to approve Resolution 18-25 to enter into and implement a contract for Planning and Zoning Services for Woodford County
Sundell moved to approve Resolution 18-25 to enter into and implement a contract for Planning and Zoning Services for Woodford County and Proehl seconded. Motion carried.

10. Executive Session

11. Any action coming out of Executive Session

12. Other

- Phelan and fellow Executive Board members thanked Glazier from Woodford County being here and explaining the process they are hoping to complete by the end of January.
- Proehl asked to put on the next Executive Board meeting to not have Full Commission in December.

13. Adjournment

Sundell moved to adjourn at 6:15 pm and Phelan seconded. Motion carried.

Respectively submitted by:
Eric W. Miller
Executive Director
Recorded and transmitted by: Debbie Ulrich

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TRI-COUNTY REGIONAL PLANNING COMMISSION

456 Fulton St, Suite 401
Peoria, IL 61602
PHONE 309-673-9330 **FAX** 309-673-9802
tricountyrpc.org

Date: January 15, 2017
Subject: Executive Director Report for January, 2017

Project	Activity	Status
Administrative		
FY18 Budget monitoring	Developing project management capabilities linked to accounting software	Ongoing
Outreach Activities	Attended Pekin Chamber Transportation Committees	Ongoing
	Met with TransPort Representatives regarding transportation opportunities	
	Met with Journal Star Transportation reporter to update on Commission Activities	
Financial Report	Month of October was positive by 13k	Ongoing
Indirect Cost Rate(ICR)	Ongoing work on FY 18 ICR with State of Illinois GOMB	Ongoing
Website	Website launch is complete. Still reviewing material for insertion	Ongoing
Planning issues		
PLBA	Continued Planning Activities as part of USACE agreement	Ongoing
Regional Hazard Mitigation Plan	Held kickoff for Hazard Mitigation plan	Ongoing
Regional Water Supply Planning	signed IGA document with IDNR	Ongoing
Roanoke Comprehensive Plan	Work ongoing	Ongoing
University of Illinois Collaboration	meeting with University Subject matter experts to discuss Peoria Lakes Planning activity	Ongoing
Horseshoe Bottoms	monitoring activity	Ongoing
GIS Issues		
Village of Minonk	Waiting on notice to proceed	Preliminary
Village of Elmwood	Work ongoing	Ongoing
Peoria Heights	Work ongoing	Ongoing
PPUATS/ Transportation		
Memorandum of Understanding	Will present to PPUATS Policy in February	Ongoing
Transportation Infrastructure Funding	meeting pending with Area Legislators	Ongoing
Transportation Improvement Program	TIP amendments processed	Ongoing
Eastern Bypass Coalition	No activity	In Progress
Special Transportation Studies		
FY17		
East Peoria Four Corners	Study Complete	Completed
Tazewell County Wayfinding	Study Complete	Completed
Port Study	Study Complete Follow up work with Stakeholders	Completed
FY17 State Planning Funds	Have Submitted Final Scope of Work to IDOT	Completed
	Regional Pavement Condition Ratings Survey	In Progress
	Peoria Heights Commercial Studies	In Progress
	Complete Streets Seminar- Planning meetings ongoing	In Progress
	Computer Equipment	In Progress
FY17 Rural Planning Funds	Village of Roanoke Planning- Review of existing plans underway	In Progress
	Village of Minonk GIS /Mapping	In Progress
	Village of Elmwood GIS	In Progress
	Metamora /Germantown Hills Trail Planning presented scope to stakeholders	In Progress
FY 17 Special Planning Studies	Derby St Pekin- Attended planning charrette	In Progress
FY 18 Special Planning Studies	City of East Peoria Sidewalk inventory- Consultant Selected work underway	In Progress
	City of East Peoria and Washington Transportation plan Work underway	In Progress
	City of Peoria Downtown Wayfinding RFQ in progress	
	City of Chillicothe Corridor Study-RFQ in progress	In Progress
IDOT Dist. 4 Travel Demand Modeling	Consultant work is ongoing	In Progress

TRI-COUNTY REGIONAL PLANNING COMMISSION

EST. 1958

Memo

TO: Executive Committee
FROM: Eric W. Miller, Executive Director
SUBJECT: Employee Health Insurance Contract Renewal
Date: January 15, 2018

Background:
The Commission provides medical, dental, vision, and short term disability insurance to its employees. The health insurance contracts currently provided by United Health Care River Valley and Guardian will expire on February 28, 2018. The Delta Dental contract will expire February 28, 2019. Our health insurance broker Kuhl Insurance, has provided me insurance bids from multiple companies for consideration. I have reviewed those options with Kuhl and have provided staff with opportunity to have input into this process.

Employee Health Benefits.
Last March, the Commission instituted a new policy for employees as it relates to health insurance. The policy requires Commission employees to pay a portion of their healthcare costs. The policy went into effect March 1, 2018. Employees hired before July 1, 2016 will contribute $50 per month and employees hired after July 1, 2016 will contribute $100 per month. For dependent coverage the Commission covers 50% of premium and the Commission total contribution towards dependent coverage is limited to $5000 per employee.

The Commission health benefit policy provides a dual tier insurance plan to employees. The dual tiers include a Preferred Provider Option (PPO) plan and a High Deductible (HD) plan with a Health Savings Account (HSA) option. The HAS option includes an annual employer contribution to the employee HSA. The employer contribution would be an incentive to encourage employees to consider the less expensive High Deductible HSA option.

Medical Insurance:
Kuhl insurance has provided multiple bids from health insurance carriers. In terms of the PPO plan, premium rate increases ranges from 6.61% to 14.00% from last year's quotes. We were advised prior to the quotes arriving that companies our size were receiving double digit percentage increases for plans that were similar to existing plans. In terms of HD plans, the proposed premium rate ranged from 6.61% increase to a 14.00% increase.

Those quoted plans are attached.

Employer Contribution to an Employee Health Savings Account

Per the employee health benefit policy, if an employee were to enroll in an eligible High Deductible insurance plan, the employee would be eligible to have a Health Savings Account (HSA). Employees could contribute their own funds to the HSA pre- tax. To incentivize employees to take the HD HSA option, employers can contribute to the HSA. The Commission's employer contribution would be limited to this contract year only. All future employer contributions would be decided by the Commission on an annual basis. Analysis has indicated that the Commission could save on up to $230 per month per employee, if the employee would sign up for the HD/HSA insurance plan.

Dental Vision and Short Term Disability

The Commission does provide dental, vision and short disability insurance to its employees. Although our broker has not provided quotes for Vision, and Short-Term Disability insurance at this time, I do expect a slight increase from Guardian. As I stated before, we are in the middle of a two year contract for dental insurance.

Reimbursement to Commission

I would like to remind you that Commission costs for health insurance and other benefits are recovered by direct reimbursement or the "Fringe Benefit Rate" from federal and state contracts and by hourly rates for local projects.

Recommendation

I recommend the Commission authorize me to execute contracts for employee health insurance for the March 1, 2018 to February 28, 2019 contract year with the following:

Medical insurance -	United Health Care River Valley PPO Plan number AV-UZ HD- Plan number AD-MM
Vision, Short Term Disability -	Guardian

Employer Contribution for the employee Health Savings Account:

$500 annual contribution per employee
$1000 annual contribution per employee and eligible dependents

Kuhl Insurance℠
Protect | Advocate | Serve

Tri-County Regional Planning Commission

% of Increase: 6.61% 14.00%

COST		# Emp	UHC-Current AD-MM	UHC-Current AM-R8	UHC-Renewal AD-MM	UHC-Renewal AV-UZ	BCBS G519PPO	BCBS G515PPO
Employee	PPO	6	Age Rated	Age Rated	Age Rated	Age Rated		
	HSA	0						
Employee & Spouse	PPO	2						
	HSA	0						
Employee & Children	PPO	0						
	HSA	0						
Family	PPO	0						
	HSA	0						
Monthly Premium			**$0.00**	**$6,776.63**	**$0.00**	**$7,224.30**	**$0.00**	**$7,740.04**
			Combined Current Mo Prem $6,776.63		**Combined Renewal Mo Prem $7,224.30**		**Combined Mo Prem $7,740.04**	

Network			Methodist, Proctor OSF	Methodist, Proctor OSF	Methodist, Proctor OSF	Methodist, Proctor OSF	OSF, Methodist	OSF, Methodist
Indiv. Deductible		In	$2,700	$500	$2,700	$500	$2,600	$500
Family Deductible		In	$5,400	$1,000	$5,400	$1,000	$7,800	$1,500
OV Copay		In	80% after deductible	$25 PCP / $45 SPEC	80% after deductible	$25 PCP / $45 SPEC	80% after deductible	$40 PCP / $60 SPEC
Co-insurance		In	80%	100%	80%	100%	80%	80%
Single Out-of-Pocket (includes ded)		In	$5,000	$2,000	$5,000	$2,000	$5,000	$5,000
Family Out-of-Pocket (includes ded)		In	$10,000	$4,000	$10,000	$4,000	$12,900	$12,700
Well Care		In	100%	100%	100%	100%	100%	100%
ER Copay			80% after deductible	$250 Copay	80% after deductible	$300 Copay	80% after deductible	$400 Copay
Drug Card			$10/$35/$60 after deductible	$10/$30/$50	$15/$40/$85/$250 after deductible	$10/$35/$70/$200	10%/20%/30%/40% after deductible	$15/$30/$50/$150

*The rates illustrated are for an effective date of . Any change in census or effective date may require a change in rates. Benefits proposed are as accurate as possible. They are not a guarantee of coverage.

TRI-COUNTY REGIONAL PLANNING COMMISSION

PROPOSED SCHEDULE OF MEETINGS

JANUARY-DECEMBER 2018

January

No PPUATS-Policy meeting
15 TCRPC Executive Board 5:30 pm
17 PPUATS- Technical meeting 9 am
25TCRPC Ways and Means 4:30 pm
TCRPC Full Commission 5:30 pm

February

7PPUATS Policy Committee 9 am
12 Executive Board 5:30 pm
21 PPUATS Technical Committee 9 am
22 TCRPC Ways and Means 4:30 pm
TCRPC Full Commission 5:30pm

March

7 PPUATS Policy Committee 9 am
19 TCRPC Executive Board 5:30 pm
21 PPUATS Technical Committee 9 am
22 TCRPC Ways & Means 4:30 pm
TCRPC Full Commission 5:30 pm

April

4 PPUATS Policy 9am
16 TCRPC Executive Board 5:30pm
18PPUATS Technical 9am
26 TCRPC Ways& Means 4:30 pm
TCRPC Full Commission 5:30 pm

May

2 PPUATS Policy 9 am
16 PPUATS Technical 9 am
21 TCRPC Executive Board 5:30 pm
24 TCRPC Ways & Means 4:30 pm
Full Commission 5:30 pm

June

6 PPUATS Policy 9 am
18 TCRPC Executive Board 5:30pm
20 PPUATS Technical 9am

28 TCRPC Ways & Means 4:30 pm
TCRPC Full Commission 5:30 pm

July

No PPUATS- Policy meeting
16 TCRPC Executive Board 5:30 pm
18 PPUATS Technical 9am
26 TCRPC Ways and Means 4:30
TCRPC Full Commission 5:30 pm

August

1 PPUATS Policy Committee 9 am
15 PPUATS Technical Committee 9 am
20 Executive Board 5:30 pm
23 Way & Means 4:30 pm
TCRPC Full Commission 5:30pm

September

5 PPUATS Policy 9 am
17 TCRPC Executive Board 5:30pm
19 PPUATS Technical 9am
27 Ways & Means 4:30 pm
Full Commission 5:30 pm

October

3 PPUATS Policy 9 am
15 Executive Board 5:30 pm
17 PPUATS Technical 9 am
25 Ways & Means 4:30 pm
Full Commission 5:30 pm

November

7 PPUATS Policy 9 am
19 TCRPC Executive Board 9 am
21 PPUATS Technical 9 am
29 TCRPC Ways & Means 4:30 pm
Full Commission 5:3 0pm

December

5 PPUATS Policy 9 am

NO PPUATS Technical meeting

HSTP Meeting Dates

Feb. 6	Aug. 7
April 3	Oct.2
June 5	Dec. 4

HSTP meetings will be held from 12:00 to 1:00 PM in the City Conference Room, 456 Fulton Ave., Room 420

Note- this is the 2nd Monday of month for Executive Board due to Office Closed on the 3rd Monday

Note- this is the 5th Thursday of November since it was proposed to not have a December meeting

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