

EXECUTIVE BOARD MEETING
TIM NEUHAUSER, CHAIRMAN – EXECUTIVE BOARD
(Hinrichsen, Drury, Smith, Sundell, Crawford, Phelan, Kingdon, Van Winkle
Monday, August 20, 2018
5:15 p.m. NOTE NEW TIME

1. Call to Order
Chairman Neuhauser called the meeting to order at 5:15 pm
2. Roll Call
Present: Neuhauser, Hinrichsen, Drury, Smith, Sundell, Crawford, Phelan, Kingdon, and Van Winkle.
Also present; Bockler, Lees, and Miller
3. Public Input- none
4. Approval of Minutes July 16, 2018
Sundell moved to approve the July 16, 2018 and Van Winkle seconded. Motion carried.
5. Motion to Retain as Confidential or Release to Public the following Executive Session minutes:
August 17, 2014
February 23, 2015
March 2, 2015
March 11, 2015
May 16, 2016
June 20, 2016
Crawford moved to Retain as Confidential all the above Executive Session minutes and Sundell seconded. Motion carried.
6. Executive Director Report
Miller reported on the following:
 - Discussed 5G efforts with Ross Miller, Bradley University
 - Coordination with IDOT on Fall Planning Conference held in Peoria this year October 11 and 12th.
 - Beneficial use tours
 - Scope of work for IDNR
 - Updated on Water Shed Plan for Walnut Creek
 - Village of Roanoke adopt Comprehensive Plan.
 - PPUATS funds for Special Projects studies set aside \$92,000 but \$200,000 requests were received, so a subcommittee of PPUATS was created to review and choose the projects.
 - Neuhauser asked if there is a timeline available for the Fall Planning Conference and Miller replied it is not available at this time but when available will send out to Commissioners.
7. Discussion of County dues
 - Miller explained that Tazewell County and Woodford County make their own appointees
 - Crawford explained to the new Commissioners the process of the how the funds were figured for each county.
 - Phelan said he does not agree with this process and that each county should pay the same.

- Smith commented that if it was up to Woodford County Board they would not be participating. But to have cities and municipalities paying their way it is working.
 - Van Winkle asked if the county is paying the full amount and Miller said that each city or municipality is paying their own share to us.
 - Bockler said that Glazier is working on getting the final spot.
8. Results from hrFit for salary/compensation study for employees
- Miller explained the process. We are below in comparisons. At entry level we are competitive but as time goes on we are below on salaries.
 - Phelan said we need to reduce turnovers and to retain employees. Need to full fill job expertise
 - Smith asked if it is hard to retain personnel and miller said not really at this time.
 - Sundell said to help in training cost of personnel.
 - Kingdon asked about different levels and Miller explained them.
 - Drury asked what is compensation for retirement and Miller replied 457B
9. Discussion and Recommendation to Full Commission of Salary Ranges (Resolution 19-06)
Miller updated that we insert Salary Ranges in Employee Book yearly. As reviewing the Resolution, the FY2019 percentage should be 2.5% not 4%.
Sundell moved to recommend to Full Commission of Salary Ranges (Resolution 19-06) as amended and Van Winkle seconded. Motion carried.
10. Discussion and Recommendation to Full Commission of Salary Increases (Resolution 19-07)
- Miller explained the mid-year process of promotion he would like to give. As of right now he wants to give the employees 3% raise matching the COLA, and later adjust some employee's salary for promotions given. Personnel suggested of doing this process. The resolution states the funds are incorrect. It should be \$15,770.
 - Phelan said we should not compare our employees with counties due to IMRF and that our funds do not come from taxes, sales tax, and other fees.
 - Hinrichsen said we need to make up from being behind on salaries.
 - Drury said the study was brought up due to raises, retirement and insurance. We need to get in line.
- Drury moved to recommend to Full Commission of Salary Increases (Resolution 19-07) as amended and Van Winkle seconded. Motion carried.
11. Motion to approve TCRPC Executive Director SMART Goals (July 1, 2018-June 30, 2019)
Crawford moved to approve and recommend to Full Commission TCRPC Executive Director SMART Goals (July 1, 2018-June 30, 2019) and Sundell seconded. Motion carried.
- Crawford asked if there are any areas needing streamlines and he will do so.
 - Miller appreciated the hard work Crawford did.
 - Neuhauser asked what the follow up is?
 - Crawford suggested to possible meet in 4 months for review and talk of compensation.
 - Neuhauser said we need to develop management. Want to add continuing education.
12. Motion to approve Executive Board's, Executive Director's performance evaluation (July 2017 to June 30, 2018)- **(Handout)- See number 15.**

13. Review of August 23, 2018 Commission Agenda (*Handout*)- *Ok*

14. Other

15. Executive Session

Van Winkle moved to go into Executive Session at 6:07 pm per **5 ILCS 120/2©(1), The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.**” and Drury seconded. Motion carried.

Roll call: Neuhauser, Hinrichsen, Drury, Sundell, Crawford, Phelan, Kingdon and Van Winkle. Absent: Smith.

Van Winkle moved to come out of Executive Session at 6:24 pm and Drury seconded. Motion carried.

16. Any action as a result of Executive Session

Van Winkle moved to approve Executive Board’s, Executive Director’s performance evaluation and Crawford seconded. Motion carried.

17. Adjournment

Sundell moved to adjourn at 6:30 pm and Phelan seconded. Motion carried.

Submitted by:

Eric Miller

Executive Director

Recorded and transcribed by: Debbie Ulrich