

**EXECUTIVE BOARD MEETING**  
**TIM NEUHAUSER, CHAIRMAN – EXECUTIVE BOARD**  
**(Hinrichsen, Drury, Smith, Sundell, Crawford, Phelan, Kingdon, Van Winkle**  
***Monday, September 17, 2018***  
***5:15 p.m. NOTE NEW TIME***

1. Call to Order
2. Roll Call
3. Public Input
4. Approval of Minutes August 20, 2018
5. Motion to Retain as Confidential or Release to Public the following Executive Session minutes:  
August 20, 2018
6. Executive Director Report
7. Discussion regarding FY19 Audit RFP
8. Update on Beneficial Use of Sediment Material project
9. Discussion regarding Autonomous Mobility Initiative
10. Review of September 27, 2018 Commission Agenda (***Handout***)
11. Other
  - a. Discussion of Full Commission and Ways & Means November meeting date
12. Executive Session
13. Any action as a result of Executive Session
14. Adjournment

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**(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

To: Members of the Commission  
 From Eric W. Miller, Executive Director  
 Date: September 17, 2018  
 Subject: Executive Director Report for September, 2018

Project	Activity	Status
<b>Administrative</b>		
Outreach Activities	Met with Mayor Rick Crumm Marquette Heights	Ongoing
	Discussion with City of Pekin Interim City manager regarding Staffing assistance	Complete
	Met with regional Stakeholders on autonomous vehicle pilot project	
	Coordination with IDOT on Fall Planning Conference to be held in Peoria	Ongoing
FOIA	Received and responded to FOIA request for pavement management contract.	Complete
Audit	Auditors were on site conducting FY18 Financial audit and Federal Single audit	
	Auditors will present results in October	
Financial Report	August results were positive \$22,000	Ongoing
Indirect Cost Rate(ICR)	Work on FY 19 ICR with State of Illinois GOMB	Ongoing
Website	Website launch is complete.	Ongoing
<b>Planning issues</b>		
PLBA	Continued Planning Activities as part of USACE agreement	Ongoing
	Continued drafting of plan document	Ongoing
	Tour of Woodford County Duck Club and Conservation area	
Beneficial Use of Dredge Material	Continued Outreach with Stakeholders	Ongoing
	Monitoring USACE project selection process	Ongoing
	Scheduled meeting with IDOT-Materials	Ongoing
	Met with USACE operations tour Peoria II	Ongoing
	Scheduled cumulative stakeholder meeting for September 24	Ongoing
	Developing Framework scope for Illinois Center for Transportation Study (ICT)	
Regional Hazard Mitigation Plan	Coordination with Consultant	Ongoing
Regional Water Supply Planning	Staff prepared 50k 2 year scope of work for IDNR consideration	Ongoing
Watershed Planning	Began discussion with Woodford County SWCD to update Walnut Creek Watershed Plan	
University of Illinois Collaboration	Exploring ICT funding opportunities for Beneficial Use study	Ongoing
Horseshoe Bottoms	No activity	Ongoing
<b>GIS Issues</b>		
Village of Minonk	Work ongoing	Ongoing
Village of Elmwood	Work ongoing	Ongoing
Peoria Heights	Work ongoing	Ongoing
<b>PPUATS/ Transportation</b>		
FY 19 UWP Development	Execution of contract complete.	Ongoing
Transportation Infrastructure Funding	meeting pending with Area Legislators, Monitoring talks in Springfield	Ongoing
Transportation Improvement Program	TIP amendments processed	Ongoing
	Completion of FY19 -22 Transportation Improvement Program	Complete
Eastern Bypass Coalition	No activity	In Progress
Intelligent Transportation Systems	Continued work on update to regional ITS architecture	In Progress
Transportation Alternatives Program	Announcement of TAP program	
Special Transportation Studies	Reviewed proposals from local communities 6 proposals	in progress
<b>State Planning and Research Funding</b>		
Digital ortho project	met with Regional Stakeholders to discuss Grant	Ongoing
	Met with Tazewell County Communities to discuss grant	Ongoing
	Coordinated Vendor presentations	Ongoing
Regional Pavement management Expanded	Reach out to stakeholders	Ongoing
FY 19 Rural Planning Funds	Received Notice of State award 40,000	
FY17 State Planning Funds	Regional Pavement Condition Ratings Survey-Work will begin in June	In Progress
FY17 Rural Planning Funds	Village of Minonk GIS /Mapping	In Progress
	Village of Elmwood GIS	In Progress
	Metamora /Germantown Hills Trail Planning Data Collection is ongoing	In Progress
FY19 State Planning Funds	Received Notice of State award 160000	
	Region wide Guardrail inventory	Pending approval
	LRTP public engagement tools	Pending approval
	Performance Measures Dashboard web tool	Pending approval
	Regional bicycle map	Pending approval
IDOT Dist. 4 Travel Demand Modeling	Consultant work is ongoing	In progress