

CLINTON COUNTY EXECUTIVE COMMITTEE  
MINUTES OF MAY 16, 2025 MEETING  
COURT ROOM A, CLINTON COUNTY COURTHOUSE

1. Called to order at 9 a.m.
2. Members present: Committee chairman Nelson Heinzmann and members Brad Knolhoff and Ann Schroeder. Also present: Mike Hilmes, Jami Staser, Mike Meskil, Adriana Gilpin and Vicky Albers.
3. Approved minutes from the April 2025 Executive Committee meeting. Motion by Schroeder, seconded by Knolhoff. Motion carried.
4. County Clerk Vicky Albers reported that revised tax levy and extension approval forms were sent to the various taxing districts. Revisions were necessary due to an error with the tax computation software. Albers said her office has had repeated issues with the tax software. Knolhoff asked that a representative of the software company attend next month's Executive Committee meeting. Albers also reported that the county's new insurance portal, Employee Navigator, launched today. The new system will require employees to handle their own open enrollment benefit elections via an online portal. Zoning Administrator Jami Staser reported that her office is busy with various solar projects, and one company has contacted the State's Attorney's Office with concerns about the county's permit fees. Maintenance director Mike Meskil gave an update on maintenance with the weepholes on the courthouse exterior and reported that a college student has been hired to assist with summer work.
5. Knolhoff explained an ordinance that will come before the full board on May 19. The ordinance amends the County Code regarding termination of employment and sets future COBRA and insurance rates for terminated and retired employees. Knolhoff said the county is getting out of the insurance rate setting business. In the future, annual rates will be adjusted according to recommended rates, based on liability, from the plan administrator. Depending on the details of the employee's termination, the premium rate may be subsidized by the county.
6. The committee reviewed and clarified agenda items for the May 19, 2025 regular board meeting.
7. Next Executive Committee meeting is scheduled for June 13, 2025 at 9 a.m.
8. Motion for adjournment made by Knolhoff and seconded by Schroeder. Motion carried.