JO DAVIESS COUNTY
FINANCE, TAX, & BUDGETS COMMITTEE
MEETING MINUTES
MARCH 26, 2026

I. Call to Order

Committee Chairperson Schultz called the meeting to order at 6:00 PM on Thursday, March 26, 2026 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

II. Roll Call

Roll Call was answered as follows: Present – John Creighton, Michael Dittmar, Diane Gallagher, John Lang, John Schultz, LaDon Trost. Present: 6. Present electronically – Michael Holt. Present electronically: 1. Absent: 0.

III. Approval of Minutes

A motion to approve minutes of the March 5, 2026, Finance, Tax & Budgets Committee meeting was made by Diane Gallagher and seconded by John Lang. The motion carried by voice vote.

IV. Citizens' Comments

There were no citizens' comments.

V. Unfinished Business

FY2025/FY2027 Strategic Goals were reviewed. After brief discussion regarding recent efforts to rebuild the County's outdated Capital Improvement Plan, it was agreed the status of goal #2 - Create, Fund, and Support a Capital Development Five-Year Plan should be updated to "Active".

VI. New Business

This resolution must be updated every three years, as mandated by state law. **A motion to recommend a Resolution amending R2022-20 Regarding Depositories of Public Funds by substitution, replacing the list of approved depositories with the updated list as presented was made by Diane Gallagher and seconded by John Lang. The motion carried by voice vote.**

This policy must be updated every three years, as mandated by state law. **A motion to recommend revising P2022-3 Investment Policy was made by John Schultz and seconded by John Lang. The motion carried by voice vote.**

With a recommendation from the County's auditing firm, this policy was modernized with updates that included the addition of the purchasing controls and approval thresholds found in the County code of ordinances. **A motion to recommend revising P2024-1 Fixed Asset Management Policy was made by John Lang and seconded by LaDon Trost. The motion carried by voice vote.**

With a recommendation from the County's auditing firm, this is a new policy that memorializes the County current practice of processing outstanding checks. **A motion to recommend adopting an Outstanding Check Policy was made by John Lang and seconded by Michael Dittmar. The motion carried by voice vote**.

With a recommendation from the County's auditing firm, this is a new policy that memorializes the County current practice, as approved in R2011-34 A Resolution Establishing a Fund Balance Policy for Financial Statement Reporting-GASB54 and R2025-22 A Resolution to Amend R2011-34. **A motion to recommend adopting a Fund Balance & Net Position Policy was made by John Lang and seconded by Diane Gallagher. The motion carried by voice vote.**

This request asks to modernize the fund description and recognize that Emergency Services includes communications systems, but also emergency services equipment, technology, and other operational capabilities necessary for coordinated public safety response. **A motion to recommend a Resolution Amending the Fund Description for the Emergency Services Fund (066) was made by Michael Dittmar and seconded by John Creighton. The motion carried by voice vote.**

Presentation of JCE Coop Energy Audit Results: A summary of the energy audit was presented with detailed usage for the past five years. Recommendations include thermal window shades, energy efficient water heaters, strategic placement of thermostats, and a reduction in the use of space heaters and small appliances. A brief discussion was held regarding the HVAC system, with County Administrator Kaiser stating while the system is very effective, adjustments need to be made to the thermostat displays and parameters in order to create comfortable working conditions that don't require the use of space heaters.

VII. Reports

Assessments: A written report was provided and Laura Edmonds was present to answer questions.

Grants Administrator: A written report was provided and Tammy Cahill was present to answer questions. She is working to get more information on the County’s responsibility during Phase 2 of the Blackjack Watershed Mitigation project.

Treasurer: A written report was provided and Melisa Hammer was present to answer questions.

Financial Reports: The February 2026 financial reports were reviewed. Member D. Gallagher asked how these reports might help gauge return on investment when the Development & Planning Committee decides whether to award low-interest loans; should standardized methods to judge whether the business loan did indeed produce a return to the County on that investment? Member Dittmar responded that if we were to loan $100,000, we could gauge the return on the investment by looking at the business's property tax and sales tax subsequent increases and see how that return would pay us back, as well as the interest paid on the loan. County Administrator Kaiser and County Treasurer Hammer stated the loss of $100,000 in capital and potential interest revenue would have to be factored into that, so that would be a guaranteed loss of revenue offsetting any possible increases in property tax and sales tax revenue. Member Dittmar maintained a loan of $100,000 would be a good investment for the County.

VIII. Citizens' Comments

There were no citizens' comments.

IX. Committee Member Concerns

None.

X. Adjourn

Motion to adjourn was made at 7:22 PM by John Lang and seconded by LaDon Trost. Motion carried by voice vote.

Next committee meeting: Thursday, April 30, 2026 at 6:00 p.m.