

JO DAVIESS COUNTY
EXECUTIVE COMMITTEE
MEETING MINUTES
MARCH 2, 2026

I. Call to Order

Committee Chairperson Creighton called the meeting to order at 6:00 PM on Monday, March 2, 2026 at the Jo Daviess County Highway Department, 1 Commercial Drive, Hanover, IL.

II. Roll Call

Roll Call was answered as follows: Present – Dianne Allendorf, John Creighton, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Michael Holt, John Lang, John Schultz, LaDon Trost. Present: 9. Present electronically: 0. Absent: 0.

III. Approval of Minutes

A motion to approve the minutes of the February 2, 2026, Executive Committee meeting was made by Dianne Allendorf and seconded by Diane Gallagher. The motion carried by voice vote with an abstention recorded for Michael Holt.

IV. Citizens' Comments

There were no citizens' comments.

V. Unfinished Business

FY2025/FY2027 Strategic Goals: Not reviewed.

Update on Freedom of Information Act (FOIA) Requests: Reviewed.

Discussion regarding an ordinance Amending the Code of Ordinances Title 1 Administration, Chapter 5 County Board Organization and Operation Meetings; Rules of Order and Procedure, Section 21 Committees continued with Option 4: Proposed 4-Committee Standing Structure, which was provided in the packet. Concerns regarding a seven-member Executive Committee were raised with members both in favor of and against the idea. Member Lang provided a handout suggesting another alternative, which was essentially the committee structure staying the same, but only Finance & Executive would meet every month; the other committees would be on a bi-monthly schedule. Concerns were raised regarding items popping up for committees in their off months. The discussion ended with the intention of bringing two final plans to the next Executive Committee meeting for a possible recommendation.

VI. New Business

A motion to recommend a resolution to Establish an Ad-Hoc Watershed Planning Committee was made by John Schultz and seconded by John Lang. Discussion began with County Board Member Jake Ambrosia volunteering to serve on the committee, stating this is the kind of work he enjoys, and that he had asked the County Engineer for the information. Administrator Kaiser responded that because this is separate from the Blackjack Road Realignment, the County Engineer isn't part of the group working on the watershed planning, but she would send everything to him to review. Member

Holt asked how Blackjack Road fits into this process. Kaiser responded that it doesn't, that it was brought forward as a possible idea to think about when planning the flood mitigation. Holt believes you would plan one way if you were going to build a road, and you would plan another way if you were not, so will this committee be planning the mitigation with a road in mind? He ended with the statement that the County needs to state their intention publicly, so this committee knows how to plan. Chairperson Creighton stated the flood mitigation is something they want to do, no matter what, but do it in a manner that allows for the possibility of a road in the future. Member Schultz added that the flood mitigation has to be done, so it makes sense to plan ahead in anticipation of future development, which is why the watershed and the road kind of piggyback together. Kaiser then said the flood mitigation planning could very well answer questions as to the positioning of a new road or whether a new road is even needed, but unless grant funding was secured, a road wouldn't be possible. Schultz ended the discussion by saying the County involved the City of Galena in the discussion because a combined effort to secure grants would be more successful than the County on their own and at this point, Chairperson Creighton called the question. **The motion carried by voice vote.**

A motion to recommend a County Board Technology Equipment Policy to supersede P2009-3 Paperless Packet Policy was made by Dianne Allendorf and seconded by John Grizzoffi. Questions were raised by County Board member Michael Dittmar regarding personal use of a county-issued laptop. Based on the draft policy, this would not be acceptable, which led to discussions regarding members that want to use their own computers for county business. As a result of this discussion, it was suggested this agenda item be tabled in order to revise the policy to reflect guidelines for personal computers. **Member Allendorf withdrew her motion and Member Grizzoffi agreed to the withdrawal.**

A motion to recommend a Meeting Recordings & Distribution of Unapproved Minutes Policy to supersede P2010-2 Distribution of Unapproved Meetings Minutes & Audio Recordings Policy was made by Dianne Allendorf and seconded by John Schultz. Discussion was held regarding the revised policy replacing an outdated version that didn't address video recordings and whether the County should keep recordings longer than the mandated period of time to allow for the transcription of minutes and subsequent approval. Recordings are created to assist in minutes transcription and are not intended to be used as a record of a meeting. Members were reminded that recordings using sensitive microphones and cameras can pick up comments made that are not part of the official record and could potentially create a situation where someone's personal opinions or notes are made public and subject to FOIA. **The motion carried by voice vote.**

VII. Closed Session

There was no need for closed session.

VIII. Reconvene to Open Session

IX. Possible Actions as a Result of Closed Session

X. Reports

County Administrator: No report provided.

XI. Citizens' Comments

There were no citizens' comments.

XII. Committee Member Concerns

Member Gallagher asked about reports from County Board liaisons that attend meetings through the year. Administrator Kaiser responded that each County Board agenda has a section for "Other Boards & Committees" for these reports to be given.

XIII. Adjourn

Motion to adjourn was made at 7:29 PM by John Schultz and seconded by John Lang. Motion carried by voice vote.

Next committee meeting is Monday, April 6, 2026 at 6:00 p.m. at the Jo Daviess County Courthouse