

COMMITTEE REPORT

COMMITTEE: **Ad-Hoc Jo Daviess County
Courthouse Committee**

CHAIRPERSON: **LaDon Trost**

DATE/TIME: **June 1, 2023 at 4:30 p.m.**

PRESENT:

☒ LaDon Trost - Chair

☒ Melisa Hammer

☒ Scott Toot

☒ Don Zillig

☒ John Lang

☒ John Schultz 4:01

☒ Kathy Phillips

☐ Kevin Turner

☒ Angie Kaiser 4:03

Others: Tina Brandel, Steve Endress, Michael Holt, Bill Groh, Mike Lewis, Cole Amos (Conlon) and Rod Schumacher (Conlon)

1. **Call to Order** – The meeting was called to order at 4:30 p.m.
2. **Roll Call** – A quorum was established.
3. **Approval of Minutes** – Minutes of the April 25, 2023 Ad-Hoc Jo Daviess County Courthouse Committee meeting – Melisa Hammer commented that in section 6. New business, c., the minutes state there is sufficient funds to pay for the courthouse project. She does not feel this is correct. We need the addition of other funds from the bonding to support the project. The minutes will be restated to reflect this correction. **Melisa Hammer made a motion to approve the minutes of the April 24, 2023 Ad-Hoc Jo Daviess County Courthouse Committee meeting as corrected. Seconded by John Schultz and motion carried following a voice vote. Ayes – 8: Melisa Hammer, Angie Kaiser, John Lang, Kathy Phillips, John Schultz, Scott Toot, LaDon Trost and Don Zillig. Absent – 1: Kevin Turner**
4. **Citizens Comments** – None.
5. **Unfinished Business**
 - a. Update on Courthouse Renovation Project Status – Scott Toot commented that you will see some conceptual designs from the architect; nothing is carved in stone. Last month schematic design meetings were held by floor with department heads as well as Sheriff and Probation because they would be initially impacted. The moving of the entrance came out of a suggestion by the Sheriff. There are drawings showing the entrance in the middle as well as the entrance where it currently is. There will be a meeting to discuss zoning with the City of Galena, the architect, County Board Chairperson and Toot on Monday, June 6th. Bill Groh, Shive-Hattery, commented that we will be coming back with another iteration of the design to work through the various discussions they had at the last meeting. They will be looking at the proper location for the entrance more than likely shifting it from the 24th meeting. The take away of the preferred location from the majority is the initial one. There are other considerations in the design about how we are going to organize the interior of the existing courthouse going

forward. We are just in the process of working through that. It would take as much as two weeks to get through that process. We are not ready to present the next generation idea to the City of Galena yet. We will bring that back to the larger group before ever taking it to the City. There was much discussion on the location of the entrance, body scanner and metal detector. Groh stated there is a way to accomplish both concerns moving the entrance back towards the middle. Toot added that at the meeting last week they took a look at the third floor space and the attic to explore the option of possibly using that for additional offices. LaDon Trost added that we desperately need a basement put in that we could use for storage. Bill Groh explained that if that becomes office space again, which there is some interest to consider that, we would need to relocate the elevator to a location that could serve that upper floor. In either solution we show the elevator more centrally located off of the new addition and that would have to move down to the end. Groh added some information from Terracon who is the geotechnical consultant, the borings looked good. We very well may be able to consider that basement. We did not hit any rock. We should be getting the final report sometime next week.

6. New Business –

- a. Discussion and possible action regarding Ad-Hoc Courthouse Meeting Schedule – **Angie Kaiser made a motion to accept the Ad-Hoc Courthouse Meeting Schedule for FY2023 as presented. Seconded by Melisa Hammer and motion carried following a voice vote resulting in all ayes. Ayes – 8: Melisa Hammer, Angie Kaiser, John Lang, Kathy Phillips, John Schultz, Scott Toot, LaDon Trost and Don Zillig. Absent – 1: Kevin Turner**
- b. Discussion and possible action regarding Alternative Housing of Offices during Courthouse Renovations – Toot expressed his concern about meeting timelines and making it more convenient for people to work with the project because this is going to be a major disruption. There is space available at the Health Department in the basement. What is being used as the Public Works meeting room and a class room at the Highway facility in Hanover is available, too. We are exploring the potential and would like some feedback about the possibility of moving offices to different locations during the project. They have talked to Joe Kratcha and he feels with those two locations it will be the easiest as far as internet connections and phones as opposed to renting a standalone temporary facility and putting it somewhere. Trost commented that once they start renovations, that business cannot be as usual; it will be impossible. The only alternative is that we have to move to satellite locations for a period of time. If by doing that a floor at a time and having it empty, contractors will be able to come in and work much faster and that keeps the cost down also. Groh added that another plus of the renovation portion of the project is that it does not have to go through the historic committee review. Lang suggested that we have the Waterworks building that could possibly be used as well. Toot believes that there was an addendum to that agreement that the building would only be used for storage. Schultz suggested that the Galena Primary School would be vacated by fall and we could possibly rent some of that space temporarily. Phillips responded that they are planning to use that for storage. Hammer commented that we need to be looking at what time

of the year we are planning on doing this because there are certain offices that cannot be separated at certain times of the year. Right now the tax office cannot be separated from the Assessor's office. Depending on the timing of the year you may have to put two or three offices together. Phillips questioned if it is just the courts that have to be in the County seat. Kaiser commented that we were able to operate during COVID when the building was closed with one person in an office with remote people working from home with the advent of Zoom. We can make it work. Kaiser has a primary election in March and a presidential in November, 2024. She cannot be disrupted too much for those. If she has everything that she needs and can give proper notice to the right people at the right times it will just take planning to make sure that we have it all planned out. Trost added that this is all something we all really need to think about. Groh commented that they have a meeting with Conlon scheduled on June 7th where they are going to sit down and start what they call a master schedule. It is our first attempt to work through with them the bigger picture schedule issues.

7. **Citizens Comments** - None.
8. **Committee Concerns** – None.
9. **Next regular meeting** – June 15, 2023 at 4:30 p.m.
10. **Adjourn** – Melisa Hammer made a motion to adjourn. Seconded by John Schultz. Motion carried with a voice vote resulting in all ayes. Meeting adjourned at 5:21 p.m.