

COMMITTEE REPORT

COMMITTEE: Executive Committee Meeting
CHAIRPERSON: John Lang, Chairperson
DATE/TIME: February 6, 2024 at 6:30 pm

PRESENT:

☒ John Lang
☒ LaDon Trost
☒ Dianne Allendorf

☒ John Creighton
☒ Diane Gallagher
☒ Don Zillig

☒ John Schultz
☐ Vacant

A quorum was established.

Other Board Members: Joseph Heitkamp

Others: Scott Toot, Sheriff Kevin Turner, Nicole Hermsen and Kristina Tranel

1. Minutes Approval

- a) Minutes of the January 2, 2024 Executive Committee meeting – Allendorf made a motion to approve the minutes of the January 2, 2024 Executive Committee meeting as presented. Seconded by Schultz and motion carried following a voice vote resulting in all Ayes.

2. Citizens' Comments – None.

3. Unfinished Business

- a) FY2023/FY2024 Strategic Goals and Plans – The committee briefly reviewed the Strategic Goals and Plans.
- b) Update on Jo Daviess County FOIA requests – The committee reviewed the January 2024 FOIA requests.
- c) Courthouse Project Update and possible action – Toot commented that we are in the bid phase of the project; bids are due on February 27th. There will be a pre-bid walkthrough on February 13th. The building addition phase of the project will begin on March 27th. He also talked about the 1st floor offices being completely moved into the former Galena Primary School. Toot mentioned that the County's mailing address will remain the same. There were more updates included in his report in the packet.

4. New Business

- a) Discussion and possible action to set the 2024 Jo Daviess County Standard Mileage Rate at \$0.67 per mile – Zillig made a motion to set the 2024 Jo Daviess County Standard Mileage Rate at \$0.67 per mile. Seconded by Schultz and motion carried following a voice vote resulting in all Ayes.
- b) Discussion and possible action to amend the P2023-1 County Board Per Diem/Mileage Allowance Policy to include the updated standard mileage rate of \$0.67 per mile – Allendorf made a motion to amend the P2023-1 County Board Per Diem/Mileage Allowance Policy to include the updated standard mileage rate of \$0.67 per mile. Seconded by Creighton and motion carried following a voice vote resulting in all Ayes.

- c) Discussion and possible action to recommend approval of an Ordinance abating the tax heretofore levied for the year 2023 to pay debt service on the General Obligation Bonds (Alternative Revenue Source), Series 2023, of the County of Jo Daviess, Illinois – **Creighton made a motion to recommend approval of an Ordinance abating the tax heretofore levied for the year 2023 to pay debt service on the General Obligation Bonds (Alternative Revenue Source), Series 2023, of the County of Jo Daviess, Illinois. Seconded by Allendorf and motion carried following a roll call vote resulting in all Ayes.**
- d) Discussion and possible action on a Resolution to Create a Stipend Clearing Fund (091) as a Special Fund and Adopt an Associated Fund Description – **Schultz made a motion to approve a Resolution to Create a Stipend Clearing Fund (091) as a Special Fund and Adopt an Associated Fund Description. Seconded by Zillig and motion carried following a roll call vote resulting in all Ayes.**
- e) Discussion and possible action to amend the FY2024 Budget to include the Stipend Clearing Fund (091) – **Schultz made a motion to amend the FY2024 Budget to include the Stipend Clearing Fund (091), with revenues of \$26,280 and expenses of \$26,280. Seconded by Gallagher and motion carried following a roll call vote resulting in all Ayes.**
- f) Discussion and possible action on renewal of a Pollution Liability Insurance with Westchester Environmental – Illinois Union Insurance Company at a cost of \$4,022.00 to be paid from line item 017-48118-721 – **Allendorf made a motion to approve the renewal of a Pollution Liability Insurance with Westchester Environmental – Illinois Union Insurance Company at a cost of \$4,022.00 to be paid from line item 017-48118-721. Seconded by Schultz and motion carried following a voice vote resulting in all Ayes.**
- g) Discussion and possible action to amend Resolution R2014-2 A Resolution to Establish an Annual Event for County Students to be Known as Jo Daviess County Government Day – Because of the Courthouse Renovation Project, Toot said we need to suspend this Resolution for a period of two years, resuming in April 2026, upon completion of the project. There are different offices moving to different locations and the logistics of it all are too complicated for the County to host County Government Day. Some ideas were discussed on how area students could learn more about Government. The idea of having the students attend committee meetings was mentioned. Allendorf said that County Government Day gives students a look into all of the Government Offices. A committee meeting would be beneficial for students to attend, but they wouldn't get the amount of information at a meeting as they would at County Government Day. Trost suggested it may be a great idea for Juvenile Justice to sponsor a County Government type of program. Allendorf said she had the same idea and that it would be too late to plan for this year, but next year there could potentially be something. She said that with losing two years of County Government Day, you may lose the momentum of the whole program. If you have two years where kids aren't going, you'll lose that momentum too. Administrator Toot told the committee that he can assure everyone that we will resume County Government Day in two years with gusto. He really enjoys hosting the event for all the students. **Gallagher made a motion to amend Resolution R2014-2 A Resolution to Establish an Annual Event for County Students to be Known as Jo Daviess County Government Day. Seconded by Schultz and motion carried following a roll call vote resulting in all Ayes.**

5. Staff Reports

- a) County Clerk/Recorder – Angela Kaiser, County Clerk & Recorder, was not in attendance at this time.
- b) County Administrator – Scott Toot, County Administrator, said the Administration Office has been extremely busy with day-to-day duties, as well as the recent move to the former Galena

Primary School. The Jo Daviess County Administrative Offices were fully operation on February 1st, and the Courts and court-related offices will be moving to the Timp building on February 28th, 29th and March 1st. The County Board room will also be moving into the primary school building on those dates. The IT Department has been moving mountains to facilitate the move and Toot wanted to ensure that Joe, Ryan and Zach are given a great deal of praise for their great efforts. The Courthouse project is currently in the bid phase with bids being due by Tuesday, February 27th. The building edition phase of the project will begin on March 27th. The schedule was included in Toot's report. The audit is ongoing and the auditors will be onsite the week of March 4th. The Claims Committee will hold its first meeting on Tuesday, February 13th at 5:30 p.m., prior to the County Board meeting. This week Toot is attending the ILCMA Conference.

6. Summary of Committee Activities

- a) John Creighton: Public Works Committee – Public Works did not meet this past month. Creighton said there is a Board of Health meeting this week he will be attending. He mentioned his concern with the Health Department's Fee increases.
- b) Don Zillig: Law Enforcement & Courts Committee – Zillig said they did not have a meeting last month. He talked about a squad car that the Sheriff's Office found and that they will need to act fast before someone else buys it out from underneath them.
- c) John Schultz: Finance Committee – Schultz said Finance did not meet because it would have fallen on the same week that the Administrative Offices moved to their temporary location.
- d) Diane Gallagher: Development & Planning Committee and Ad-Hoc Comprehensive Plan Committee - Gallagher reference a report in the packet from Development & Planning. There was an Ad-Hoc Comprehensive Plan Committee meeting held at the Galena Middle School. This gave members of the public an opportunity to look at the displays and the results of the surveys. She encouraged the committee to check out the website: PlanJoDaviess.com. She also spoke about the NWILED Annual Meeting happening later this month.
- e) John Lang: Legislative Committee – Senator Chesney attended the most recent Legislative Committee meeting. The 1% Service Tax has finally been assigned to a committee. Lang said that Chesney reported that a group of senators and representatives met with the Secretary of State to discuss the UTV laws in Illinois.
- f) Dianne Allendorf: Social & Environmental Committee – Social & Environmental did not meet this past month.

7. Citizens' Comments – None.

8. Board Member Concerns – Trost talked about possibly reviewing the purchasing Ordinance. Gallagher reminded everyone that we took on the Comprehensive Plan with the intent to make it quality. If it turns out it takes extra time to allow the public to look at these chapters, it would be in our best interest. Lang said he's been looking at the UTV Ordinance and brought up some questions he had.

9. Adjourn

The next meeting of the Executive Committee is scheduled for Tuesday, March 5, 2024 at 6:30 p.m.

The meeting adjourned at 8:07 p.m. following a motion made by Schultz. Seconded by Allendorf and the motion carried by voice vote.