

COMMITTEE REPORT

COMMITTEE: Executive Committee Meeting
CHAIRPERSON: Don Hill, Chairperson
DATE/TIME: May 4, 2021 @ 6:30 pm

Chairperson Hill read a statement before the roll call: "Before we call the roll, I would like to re-state for the record that Scott Toot did tender his resignation as County Board Member of District #13 on April 12, 2021 and it will be officially accepted at the County Board meeting on May 11, 2021. Scott will not be part of tonight's roll call, as he became an employee of Jo Daviess County on May 1, 2021."

PRESENT:

☒ Don Hill
☐ Vacant
☐ Bill Bingham

☒ Diane Gallagher
☐ John Korth
☒ John Lang

☒ John Schultz
☒ LaDon Trost
☐ Vacant

A quorum was established.

Other Board Members: Don Zillig.

Others: Scott Toot, Dan Reimer, Eric Tison, Nicole Hermsen, Mary Althof, Joe Kratcha, and Angela Kaiser.

1. Minutes Approval

- a) Minutes of the April 1, 2021 Special Executive Committee meeting and the April 6, 2021 Executive Committee meeting – John Schultz made a motion to approve the April 1, 2021 Special Executive Committee meeting minutes and the April 6, 2021 Executive Committee meeting minutes as presented. Seconded by John Lang and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.

2. Citizens' Comments – None.

3. Unfinished Business

- a) FY2019/FY2020 Strategic Goals and Plans – Nothing to report at this time.
- b) Update on the Bautsch Gray and Marsden Mine Sites on Blackjack Road – Nothing to report at this time.
- c) Update on Jo Daviess County FOIA requests – The committee reviewed the updated FOIA request report.
- d) Update of Jo Daviess County Special Service Area Commissions – Nothing to report at this time.

4. New Business

- a) Discussion and possible action to amend Policy P2020-4 Employee Absence During Catastrophic Public Health Event – Angela Kaiser explained the proposed amendments to the policy as an updated version the department heads feel is warranted, due to the current availability of vaccinations in Jo Daviess County. P2020-4 was revised and targeted at the current pandemic that

began in March 2020. It provided the ability for department heads to send employees home if they felt it was warranted, whether it be showing signs of the illness or having a possible exposure to the virus, whether it be from travel or an infected contact. The policy stated employees would be paid without deduction of accrued leave time. This policy has been very helpful in keeping the county offices as safe as possible during a time when people had no defense against the COVID-19 virus. Now, with the availability of vaccinations in Jo Daviess County, it is believed that employees have been provided with the ability to protect themselves and their co-workers. Unfortunately, there are employees who have chosen not to receive the vaccination, which continues to present a safety issue for others. At the department head meeting on April 27th, it was discussed and decided to propose this amendment to the policy that removes the section providing for pay without deduction of accrued leave time, while still allowing department heads to make the same decisions regarding the safety of their offices. **John Schultz made a motion to move forward to the County Board a recommendation to amend Policy P2020-4 Employee Absence During Catastrophic Public Health Event as presented. Seconded by John Lang and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.**

- b) Discussion and possible action on items associated with Jo Daviess County Reapportionment plan - Joe Kratcha presented a preliminary map draft with fifteen districts, using the 2010 census numbers. He explained the process they used to draw the map and is concerned on how drastically the geography of the districts will change. Unfortunately, by reducing the districts from 17 to 15, in order to spread the population out within the 10% variance, while keeping boundaries on township and section lines, it results in a map that would change every district line, which in turn could affect how voting precincts are mapped. Committee members had a good discussion regarding the option of moving to 15 single member districts, creating 4 or 5 multi-member districts, or leaving things as they are. The biggest concern is the fact we don't have the actual census numbers, so making such a drastic change based on the last census could prove a waste of time if it turns out the numbers have dramatically changed.
- i. Single member districts or multi-member districts – **John Lang made a motion to move forward to the County Board a recommendation to remain as single member districts with 17 districts for the reapportionment plan. Seconded by John Schultz and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.**
 - ii. Number of districts – See above.
 - iii. District mapping options – **John Schultz made a motion to move forward to the County Board a recommendation to make no changes to the current district boundaries for the reapportionment plan at this time. Seconded by Diane Gallagher and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.**
 - iv. Election of County Board Chair – **John Lang made a motion to move forward to the County Board a recommendation to elect the County Board Chairperson from within its membership for the reapportionment plan. Seconded by LaDon Trost and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.**
 - v. County Board Compensation Plan – The committee discussed possible compensation options for the reapportionment plan. John Lang suggested for years 2022-2027, the per diem could be raised to \$75 and for years 2028-2032 it could go to \$80. County Board Chairperson salary could be \$4,000 per year and Committee Chair could be \$700 per year. County Administrator Scott Toot offered his opinion as a former County Board

Chairperson that the volume of work that goes into being the Chair should be seriously considered when setting that salary and his opinion is that it could be raised to \$5,000. Dan Reimer will send out the UCCI Salary Survey to board members, but noted that Chair salaries are quite a bit higher than what is being discussed. This is a decision that doesn't need to be made until at least 180 days prior to the 2022 General Election, so the board has plenty of time to research compensation options.

- c) Discussion and possible action to set the date, time and location for 2021 County Board retreat – Scott Toot has been in contact with Alan Wenzel, who has moderated the County Board retreats for many years past and has a possible date and time of Wednesday, June 16, 2021 at 5:30 p.m. **John Schultz made a motion to hold the 2021 County Board Retreat on June 16, 2021 at the Elizabeth Community Building starting at 5:30 p.m. Seconded by LaDon Trost and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.**
- d) Update on Jo Daviess County Transit – Nicole Hermesen, PCOM updated the committee on the operation transition progress. They have had three meeting with the Transit employees, the first being a general meeting to discuss the process of the County becoming the operator of Transit, the second to discuss the County hiring process and the methods used to create new positions within the County's pay plan, and the third was meet with each group of employees separately to review and discuss the JDQ's they had completed. These documents will be submitted to Carlson Dettmann with the hope of recommendations in time for discussion and possible action at the special Social & Environmental committee meeting scheduled for May 11, 2021. She plans to schedule weekly meetings with the Workshop leadership and the current Transit Director to ensure a smooth transition. She is in regular contact with IDOT to ensure the County's compliance with the grants and to also ensure Transit's future. Scott Toot believes the meetings have been positive and productive and that a lot of progress has been made since the County Board's decision to assume responsibility of operating Transit. They plan another Transit employee meeting next week to follow up with any action by the County Board. Diane Gallagher mentioned the large advertisement in last week's Gazette and Scott responded it was their way of reassuring the community of the County's commitment to continuing Transit services and to dispel any rumors to the contrary. Dan Reimer stated our main focus right now is the Transit employees and a smooth transition. He complemented all of the excellent work Nicole has done in the transition process.
- e) Discussion and possible action on a Resolution Calling for the Governor and General Assembly to Protect Local Control of Zoning and Land Use – Eric Tison, Planning & Development explained how the proposed SB1602 addresses wind energy conversion systems, which are large scale wind turbines. The bill specifies a timeframe that zoning ordinances would need to be updated and future restrictions on installation or use would be prohibited if they are inconsistent with the provisions of the bill. This means the bill ignores differences county to county and would negatively impact this County's ability to regulate local differences in zoning. Given the unique nature of Jo Daviess County, he feels this is a concern. Also, he noted the special use process is currently constituted and regardless of the application type, it allows the County's zoning board to recommend reasonable restrictions, such as height and noise requirements based on where something is being proposed. He believes if the bill passes, it could take away the ability to regulate those height and noise issues. **John Lang made a motion to move forward to the County Board a recommendation to pass a Resolution Calling for the Governor and General Assembly to Protect Local Control of Zoning and Land Use. Seconded by Diane Gallagher and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.**

- f) Discussion and possible action an amendment to the Jo Daviess County Employee Handbook – Angela Kaiser addressed the “Use It or Lose It” aspect of the employee’s accrued vacation time. It was decided in September of 2019 to change the employee accrual of vacation time from yearly to monthly. At that time, many employees were in excess of the allowable accrued time, which would be the equivalent of 18 months accrual. The County Board gave the employees a grace period until April 1, 2020 to use up any excess vacation time and avoid losing it. When COVID-19 made it difficult for people to vacation, the County Board authorized the extension of the grace period, to be reviewed on June 1, 2021. For the last year, many departments have been rotating staff, with some employees being off and paid without deduction of leave time, per the P2020-4 policy and others working more hours to cover those hours, so it has continued to be a challenge to use up excess accrued vacation. **John Schultz made a motion to postpone the implementation of the “Use It or Lose It” policy aspect of employee accrued vacation time until September 1, 2021. Seconded by John Lang and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.**

5. Closed Session

6. Possible action as a result of closed session

7. Staff Reports

- a) County Clerk/Recorder – No report.
- b) County Administrator – Dan Reimer handed the report over to Scott Toot, who assumed his County Administrator duties on May 1, 2021. He is confident Scott will do a great job for the County. Scott Toot address the board as Administrator and said he is already learning a lot and has a good teacher in Dan. He’s very happy to be here and looks forward to working with everyone in this new capacity.

8. Summary of Committee Activities

- a) Diane Gallagher updated the committee on the activity of Planning & Development.
- b) Don Hill is holding a Special Social & Environmental meeting before the May 11, 2021 County Board meeting to discuss any possible items for Transit. For the Board of Health, their next meeting is May 5, 2021 where they will discuss how to get more people to the vaccination clinic on May 5, 2021. The Health Department has open appointments and hope to find ways to fill them.
- c) John Schultz said Finance, Tax, & Budget committee had the FY20 audit presentation at their last meeting and there will be a condensed version for all board members at the meeting on May 11, 2021.
- d) LaDon Trost reported Public Works approved multiple projects and will be making those recommendations at the next board meeting.

9. Citizens’ Comments – None.

10. Board Member Concerns

- a) LaDon Trost asked how many people in the board room are fully vaccinated. When the answer was all, he asked why everyone is still wearing a mask, as it is very hard to hear people speak. Don Hill answered that it was because although everyone is vaccinated, they are still not able to properly distance themselves at the table, so they are setting the example by wearing the masks.

The meeting adjourned at 8:43 p.m. following a motion made by John Schultz. Seconded by John Lang and the motion carried by roll call vote. Ayes –Diane Gallagher, Don Hill, John Lang, John Schultz, and LaDon Trost. Ayes: 5. Nays: 0.

The next meeting of the Executive Committee is scheduled for Tuesday, June 1, 2021 at 6:30 p.m.