

COMMITTEE REPORT

COMMITTEE: Executive Committee Meeting
CHAIRPERSON: John Lang, Chairperson
DATE/TIME: November 7, 2023 at 6:30 pm

PRESENT:

☒ John Lang
☒ LaDon Trost
☒ Dianne Allendorf

☒ John Creighton
☒ Diane Gallagher
☒ Don Zillig Zoom

☒ Steve McIntyre
☒ John Schultz

A quorum was established.

Other Board Members: None.

Others: Chris Allendorf, Mike Dittmar, Nicole Hermesen, Kathy Phillips, Scott Toot and Richard Montgomery, Rock River Energy Services.

1. Minutes Approval

- a) Minutes of the October 3, 2023 Executive Committee meeting – **Gallagher made a motion to approve the minutes of the October 3, 2023 Executive Committee meeting as presented. Seconded by Schultz and motion carried.**

2. Citizens' Comments – None.

3. Unfinished Business

- a) FY2023/FY2024 Strategic Goals and Plans – The committee reviewed their strategic goals and plans. There was nothing more to add at this time.
- b) Update on Jo Daviess County FOIA requests – The committee reviewed the updated FOIA request report.
- c) Courthouse Project Update and possible action – Scott Toot, County Administrator, said that they have a 50% construction documents meeting tomorrow with Department Heads. They will hold a 95% construction documents meeting in the future.

4. New Business

- a) Review electrical supply bids received for the Jo Daviess County electrical aggregation program beginning May 2024 – Patty Head, Rock River Energy Services – Richard Montgomery, Rock River Energy Services, was in attendance in Patty Head's absence. He explained the electrical aggregation program to the Committee and went over the preliminary bid sheet. **Schultz made a motion to move electrical aggregation forward without a recommendation to the County Board. Seconded by McIntyre and motion carried following a voice vote resulting in all Ayes.**
- b) Discussion and possible action regarding a recommendation to the Jo Daviess County Board on November 14, 2023 for an electrical aggregation program to replace the current program. Recommended supplier _____, rate _____, term _____ (Preliminary bids are indicative bids which indicate the market pricing. Final bids will be presented to the Jo Daviess County Board on November 14, 2023 for approval). – There was no action taken on this item.

- c) Discussion and possible action on approval of signing a letter of intent to the recommended supplier to hold the electrical aggregation program price until the full County Board meeting on November 14, 2023, pending contract review by the Jo Daviess County State's Attorney – There was no action on this item.
- d) Discussion and possible action on establishing meeting dates and start time for the FY2024 Executive Committee meetings – McIntyre made a motion to approve the meeting dates and start time for the FY2024 Executive Committee meetings as presented, amending November 2024's meeting date to Monday, November 4th, 2024, at 6:30 p.m. because of Election Day. Seconded by Trost and motion carried following a voice vote resulting in all Ayes.
- e) Discussion and possible action regarding a resolution to participate in the service program of the Office of the State's Attorney Appellate Prosecutor for Fiscal Year 2024 in the amount of \$8,000.00 – Creighton made a motion to approve a resolution to participate in the service program of the State's Attorney Appellate Prosecutor for Fiscal Year 2024 in the amount of \$8,000.00. Seconded by Schultz and motion carried following a voice vote resulting in all Ayes.
- f) Discussion and possible action on a Public Defender agreement with Thomas J. Nack beginning December 1, 2023 and ending November 30, 2024. McIntyre made a motion to approve a Public Defender agreement with Thomas J. Nack beginning December 1, 2023 and ending November 30, 2024. Seconded by Allendorf and motion carried following a voice vote resulting in all Ayes.
- g) Discussion and possible action on a Public Defender agreement with Ronald J. Leinen beginning December 1, 2023 and ending November 30, 2024. Allendorf made a motion to approve a Public Defender agreement with Ronald J. Leinen beginning December 1, 2023 and ending November 30, 2024. Seconded by Zillig and motion carried following a voice vote resulting in all Ayes.

LaDon Trost left the meeting at 6:58 p.m.

- h) Discussion and possible action regarding the posting of total compensation packages for highly compensated employees per Public Act 097-0609. Gallagher made a motion to approve the posting of total compensation packages for highly compensated employees per Public Act 097-0609 to the County website and bulletin board. Seconded by Schultz and motion carried following a voice vote resulting in all Ayes.
- i) Discussion and possible action on an Audit Engagement Letter with Wipfli, LLP for professional services associated with the Jo Daviess County Circuit Clerk audit for the year ended November 30, 2023 at a cost not to exceed \$5,400. This item was postponed to a later date.
- j) Discussion and possible action on the purchase of a 2019 Buick Envision at a cost not to exceed \$15,173.00 for use by the Emergency Management Director. Zillig made a motion to approve the purchase of a 2019 Buick Envision at a cost not to exceed \$15,173.00 for use by the Emergency Management Director. Seconded by Gallagher and motion carried following a voice vote resulting in all Ayes.
- k) Discussion and possible action on a Request for Proposal for Courthouse Move Services. Creighton made a motion to approve a Request for Proposal for Courthouse Move Services

with the addition of Prevailing Wage language. Seconded by Schultz and motion carried following a voice vote resulting in all Ayes.

- l) Discussion and possible action to amend Fund 039 Court Document Storage Fund FY2024 budget. Creighton made a motion to amend Fund 039 Court Document Storage Fund FY2024 budget with Revenues of \$524,200.00 and Expenses of \$760,000.00. Seconded by Allendorf and motion carried following a voice vote resulting in all Ayes.
- m) Discussion and possible action on Transit Training Manager Position description (Personnel Review Committee will be holding a meeting on Monday, November 6, 2023 for a possible recommendation). Allendorf made a motion to approve the Transit Training Manager Position description as presented (Recommended by the Personnel Review Committee Meeting of 11/6/2023). Seconded by Gallagher and motion carried following a voice vote resulting in all Ayes.
- n) Discussion and possible action on grading of Transit Training Manager Position (Personnel Review Committee will be holding a meeting on Monday, November 6, 2023 for a possible recommendation). Allendorf made a motion to grade the Transit Training Manager Position at a Grade 9 (Recommended by the Personnel Review Committee Meeting of 11/6/2023). Seconded by Gallagher and motion carried following a voice vote resulting in all Ayes.

5. Closed Session

**Gallagher made a motion to enter into closed session at 7:35 p.m. for the Purchase/lease property section 2(c)5 "The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired." Topic of discussion: Lease of Property, Galena, Illinois
Seconded by Schultz. Voice vote resulted in all ayes and motion carried.**

At 8:02 p.m., Gallagher made a motion to reconvene to open session. Seconded by Schultz. Roll call vote resulted in all ayes and motion carried.

6. Possible action as a result of closed session –

- a) **Gallagher made a motion to approve an Intergovernmental Agreement with Galena School District 120 for the rental of the Primary School from January 1, 2024 to December 31, 2025. Seconded by McIntyre and the motion carried by voice vote.**
- b) **Schultz made a motion to approve a lease agreement with Louis Timpe Trust for the rental of 9816 US Hwy 20 West in Galena Illinois. Seconded by Lang and the motion carried by roll call vote. Ayes, 5: Schultz, Lang, Gallagher, Zillig and Allendorf. Nays, 2: McIntyre and Creighton.**

7. 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, gave his report earlier in the meeting during the Courthouse Renovation update.**

8. Summary of Committee Activities

- a) Diane Gallagher: Development & Planning Committee and Ad-Hoc Comprehensive Plan Committee – Gallagher reported on the lack of childcare opportunities they discussed in the Development & Planning meeting. She also updated the committee on the Comprehensive Plan.
- b) John Schultz: Finance Committee – Schultz enlightened the committee on the Finance meeting from last month. They discussed the assessing of sheds.
- c) Steve McIntyre: Information & Communications Technology Committee – McIntyre reported they had no meeting this past month.
- d) Don Zillig: Law Enforcement & Courts Committee – Zillig mentioned they chose bids for oil, maintenance and fuel, and also the Inmate Food Service contracts.
- e) John Lang: Legislative Committee – Lang commented they will have their Legislative Committee meeting on Thursday.
- f) Dianne Allendorf: Social & Environmental Committee – Allendorf reported Social & Environmental went over renewing contracts for Transit. She mentioned Mental Health was a big topic at the County Board Retreat and that it's something we need to look at in the near future.

9. Citizens' Comments – None.

10. Board Member Concerns – None.

11. Adjourn

The next meeting of the Executive Committee is scheduled for Tuesday, December 5, 2023 at 6:30 p.m.

The meeting adjourned at 8:19 p.m. following a motion made by John Creighton. Seconded by John Schultz and the motion carried by voice vote.