

COMMITTEE REPORT

COMMITTEE: Law Enforcement & Courts
CHAIRPERSON: Don Zillig, Vice -Chair
DATE/TIME: September 19, 2022 at 4:30 p.m.
LOCATION: Jo Daviess County – 3rd floor County Board Room

PRESENT – Law Enforcement & Courts:

☐ Bill Bingham	☒ Don Hill	☒ LaDon Trost
☒ Darcy Wild	☐ John Korth	☐ Bob O'Connor
☒ Don Zillig		

A quorum was established.

Other Board Members: None.

Others: Bill Groh, Mike Lewis, Craig Ketelsen, Scott Toot, Mike Simmons, Kathy Phillips, Kevin Turner, Melisa Hammer, and Tammy Cahill

1. Minutes Approval:

- a) Minutes from July 18, 2022 Law Enforcement & Courts Committee meeting – Don Hill made a motion to approve the minutes from July 18, 2022 Law Enforcement & Courts Committee meeting. Seconded by LaDon Trost and motion carried following a voice vote resulting in all ayes.

2. Citizens' Comments: None.

The committee moved to New Business item 10.a) at this time.

- 3. Review and Summary of FY2023 Budget Process to Date –** Scott Toot, County Administrator, commented that next month we will have our budget workshops which is where we will have a lot of the meat of the budget. Dates were moved in October and Toot will send an email to all of the Board Members so they have those.

4. Budget Review Session with Law & Courts Committee

a) Emergency Management

- i. Emergency Management (001-41125) – GF - Mike Simmons presented his budgets. **LaDon Trost made a motion to approve the general fund budget for the Emergency Management Fund (001-41125) and move it forward to the Finance Committee with expenses of \$100,766.27. Seconded by Darcy Wild and motion carried.** The committee then reviewed the necessary budget increase memo from Simmons. **Don Hill made a motion to approve a mandatory/necessary expense increase for 001-41125-601 Maintenance Supplies in the amount of \$565.00. Seconded by Darcy Wild and motion carried.** **LaDon Trost made a motion to approve a mandatory/necessary expense increase for 001-41125-604 Computer Supplies in the amount of \$4,000.00. Seconded by Don Hill and motion carried.** **Don Hill made a motion to approve a mandatory/necessary expense increase for 001-41125-606 Minor Equipment & Small Tools in the amount of \$500.00. Seconded by Darcy Wild and motion carried.** **Darcy Wild made a motion to approve a mandatory/necessary expense increase for 001-41125-701 Maintenance Service in the amount of \$4,000.00. Seconded by Don Hill and motion carried.**

LaDon Trost made a motion to move to the Unfunded Request list a request to increase 001-41125-810 Equipment Purchase in the amount of \$15,000.00 to upgrade the Emergency Management vehicle. Seconded by Don Hill and motion carried.

- ii. JDC Hazard Mitigation (072) – SF – Don Hill made a motion to approve the special fund budget for the JDC Hazard Mitigation Fund (072), the associated fund description and move it forward to the Finance Committee with revenues of \$0.00 and expenses of \$0.00. Seconded by LaDon Trost and motion carried following a voice vote resulting in all ayes.

b) Sheriff

- i. Courthouse (001-40101) – GF – Craig Ketelsen deferred to Melisa Hammer to present the Sheriff budgets. Don Hill made a motion to approve the general fund budget for the Courthouse Fund (001-40101) and move it forward to the Finance Committee with expenses of \$159,856.50. Seconded by Darcy Wild and motion carried.
- ii. Sheriff (001-41121) – GF – LaDon Trost made a motion to approve the general fund budget for the Sheriff Fund (001-41121) and move it forward to the Finance Committee with expenses of \$2,325,142.27. Seconded by Darcy Wild and motion carried.
- iii. Public Safety Building (001-41122) – GF - LaDon Trost made a motion to approve the general fund budget for the Public Safety Building Fund (001-41122) and move it forward to the Finance Committee with expenses of \$930,346.04. Seconded by Don Hill and motion carried.
- iv. Communications (001-41123) – GF – Don Hill made a motion to approve the general fund budget for the Communications Fund (001-41123) and move it forward to the Finance Committee with expenses of \$999,238.99. Seconded by LaDon Trost and motion carried.
- v. Court Security (001-41124) – GF – LaDon Trost made a motion to approve the general fund budget for the Court Security Fund (001-41124) and move it forward to the Finance Committee with expenses of \$238,630.48. Seconded by Don Hill and motion carried.
- vi. Merit Commission (001-41126) – GF – Don Zillig made a motion to approve the general fund budget for the Merit Commission Fund (001-41126) and move it forward to the Finance Committee with expenses of \$4,000.00. Seconded by Darcy Wild and motion carried.
- vii. Sheriff's Forfeiture (009) – SF - Don Hill made a motion to approve the special fund budget for the Sheriff's Forfeiture Fund (009), the associated fund description and move it forward to the Finance Committee with revenues of \$9,173.09 and expenses of \$18,842.00. Seconded by Darcy Wild and motion carried following a voice vote resulting in all ayes.
- viii. DUI (019) – SF - Don Hill made a motion to approve the special fund budget for the DUI Fund (019), the associated fund description and move it forward to the Finance Committee with revenues of \$5,122.00 and expenses of \$5,122.00. Seconded by Don Zillig and motion carried following a voice vote resulting in all ayes.
- ix. Sheriff's Vehicle (038) – SF – LaDon Trost made a motion to approve the special fund budget for the Sheriff's Vehicle Fund (038), the associated fund description and move it forward to the Finance Committee with revenues of \$88,233.00 and expenses of \$136,395.00. Seconded by Don Hill and motion carried following a voice vote resulting in all ayes.

- x. JDC Emergency Services Communications (066) – SF – Don Hill made a motion to approve the special fund budget for the JDC Emergency Services Communications Fund (066), the associated fund description and move it forward to the Finance Committee with revenues of \$12,432.00 and expenses of \$12,432.00. Seconded by LaDon Trost and motion carried following a voice vote resulting in all ayes.
 - xi. County Jail Medical Costs Fund (069) – SF – LaDon Trost made a motion to approve the special fund budget for the County Jail Medical Costs Fund (069), the associated fund description and move it forward to the Finance Committee with revenues of \$4,000.41 and expenses of \$4,000.00. Seconded by Darcy Wild and motion carried following a voice vote resulting in all ayes.
 - xii. Transportation Safety Highway Hire Back Fund (087) – SF – Don Zillig made a motion to approve the special fund budget for the Transportation Safety Highway Hire Back Fund (087), the associated fund description and move it forward to the Finance Committee with revenues of \$250.00 and expenses of \$250.00. Seconded by LaDon Trost and motion carried following a voice vote resulting in all ayes.
5. Discussion and possible action to approve mandatory/necessary expense requests to increase/decrease FY2023 Budget target amounts – Don Zillig made a motion to approve the Sheriff's mandatory/necessary expense request for line item 001-41121-611 Fuel in the amount of \$40,000.00 as a non-recurring expense. Seconded by Darcy Wild and motion carried. Don Hill made a motion to approve the Sheriff's mandatory/necessary expense request for line item 038-46179-820 Vehicle in the amount of \$50,000.00 as a recurring expense. Seconded by Don Zillig and motion carried.
 6. Review Unfunded Requests and possible action to move them forward to the FY2023 Unfunded Request list – Don Hill made a motion to move the Sheriff's unfunded request of \$60,000.00 (non-recurring) for line item 001-41121-604 Computers to the Unfunded Request List. Seconded by LaDon Trost and motion carried.
 7. Unfinished Business
 - a. FY2022 Strategic Goals and Plans – the committee bypassed this item this evening.
 8. New Business
 - a. Facility Study Presentation – Bill Groh, Shive-Hattery – Bill Groh and Mike Lewis were in attendance to give a presentation on the facility study. They have been working on this project for several months now. In the preparation of developing the final report staff asked Shive-Hattery to come and meet with them in June and have a discussion about some modifications that they wanted to make to Option 1. It was a good discussion, mainly they wanted us to open up the floor plan of Option 1 to give them some additional ability for the staff to be collocated in a space as opposed to the original idea that had it broken down into more segmented areas. The 61 page report was included in the informational packet. Groh focused on Option 1 which seems to be the preferred option. The cost of this option is \$16 million. Groh highly recommends Option 1. Phase One comes in at \$4 million which includes the new secured entrance.
 - b. Discussion and possible action to approve line item transfers when needed from personnel line items in the FY2022 Public Safety Building budget 001-41122, allocated for the jail cook position, to line item 001-41122-719 Other Service Charges for food service expenses – Melisa Hammer has some concerns with this

item. Hammer asked what the purpose of this is instead of doing line item transfers every month until the end of 2022 to cover these. You are leaving an open pocket of how much he wants to transfer. Scott Toot suggested that we have more discussion on this with Sheriff Turner. **Don Hill made a motion to postpone this item until a later meeting. Seconded by Don Zillig and motion passed.**

9. Staff Reports

- a. **Sheriff's Report** - Sheriff Turner was not in attendance.
- b. **Circuit Clerk's Office** – Kathy Phillips, Clerk of the Circuit Court, reported that her report was in the packet. Will County has filed a lawsuit stating that it is unconstitutional about the pre-trial fairness.
- c. **Probation** – Jamie Watson, Chief County Probation Officer, reported he had also heard Winnebago County will be joining that lawsuit. We are supposed to be having a meeting with the director of AOIC Probation Division tomorrow regarding our pre-trial services. Watson gave an update on their new data collection program.
- d. **Emergency Management Coordinator's Report** – Mike Simmons, Emergency Management Coordinator, reported that he has been working on the commodity flow study. We have been approved to move forward with the rail grant. The UCP is going to the Warren Pumpkin Fest this weekend. They are also working on the Galena Halloween Parade. The 5th quarter EMPG grant has been approved.
- e. **Public Defender Reports** – There were no reports available at this time.

10. Citizens' Comments – None.

11. Board Member Concerns – None.

The next Law Enforcement & Courts Committee meeting will be Monday, October 17, 2022 at 4:30 p.m. at the Jo Daviess County Courthouse, County Board Room.

Meeting adjourned at 6:02 p.m. following a motion by LaDon Trost and a second by Darcy Wild. A voice vote resulted in all ayes.