

COMMITTEE REPORT

COMMITTEE: Social and Environmental Committee

CHAIRPERSON: Don Hill, Chairman

DATE/TIME: September 15, 2022 at 6:00 p.m.

PRESENT:

☒ Don Hill

☒ Bill Bingham

☒ Robert O'Connor

☒ Bob Heuerman

☒ Hendrica Regez

☒ Diane Allendorf

☐ Janet Checker

A quorum was established.

BOARD MEMBERS PRESENT: None.

OTHERS PRESENT: Melisa Hammer, Nicole Hermesen, Sandra Schleicher and Scott Toot

1. Minutes Approval:

- a) Minutes of the August 18, 2022 Social & Environmental Committee Meeting – **Dianne Allendorf made a motion to approve the minutes of the August 18, 2022 Social & Environmental Committee meeting. Seconded by Bob Heuerman and motion carried following a voice vote resulting in all ayes.**

2. Citizens' Comments: None.

- 3. Review and Summary of FY2023 Budget Process to Date** – Scott Toot commented that he just sent out an email about Round 2 revenues that budgets have been approved. The budget workshops have been moved into October. Toot needs to have an out-patient procedure done on his nose and will be out of commission for about a week. Tonight we have Public Health, Animal Control, Transit and 708 Mental Health. The 708 Mental Health Board approved their budget at a meeting last night.

4. Budget Review Session with Social & Environmental Committee

a) Public Health

- i. Public Health Fund (003) – SF – Sandra Schleicher presented the Special Fund Budget Public Health Fund (003). **Dianne Allendorf made a motion to approve Special Fund Budget Public Health Fund (003), the associated fund description, minimum fund balance policy of \$385,569, revenues of \$861,155 and expenditures of \$1,156,706. Seconded by Bill Bingham and motion passed following a voice vote resulting in all ayes.**
- ii. Public Health Emergency Preparedness Fund (005) – SF – Sandra Schleicher presented the Special Fund Budget Public Health Emergency Preparedness Fund (005). **Bill Bingham made a motion to approve Special Fund Budget Public Health Emergency Preparedness Fund (005) and the associated fund description with revenues of \$41,466 and expenditures of \$41,121. Seconded by Bob O'Connor and motion passed following a voice vote resulting in all ayes.**
- iii. Public Health Catastrophic Emergency Fund (046) – SF – Sandra Schleicher presented the Special Fund Budget Public Health Catastrophic Emergency Fund (046). **Bill Bingham made a motion to approve Special Fund Budget Catastrophic Public Health Emergency Fund (046) and the associated fund description with revenues of \$10,867.25 and expenditures of \$450,000. Seconded by Don Hill and motion passed following a voice vote resulting in all ayes.**
- iv. Public Health Capital Investment Fund (055) – SF – Sandra Schleicher presented the Special Fund Budget Public Health Capital Investment Fund (055). **Dianne Allendorf made a motion to approve Special Fund Budget Public Health Capital Investment Fund (055) and the associated fund description with revenues of \$1,500 and expenditures of \$760,000.**

Seconded by Hendrica Regez and motion passed following a voice vote resulting in all ayes.

b) Animal Control

- i. Animal Control Fund (020) – SF – Sandra Schleicher presented the Special Fund Budget Animal Control Fund (020). **Bob O'Connor made a motion to approve Special Fund Budget Animal Control Fund (020) and the associated fund description with revenues of \$112,200 and expenditures of \$129,935. Seconded by Bob Heuerman and motion passed following a voice vote resulting in all ayes.**
- ii. Pet Population Fund (080) - SF – Sandra Schleicher presented the Special Fund Budget Pet Population Fund (080). **Bill Bingham made a motion to approve Special Fund Budget County Pet Population Fund (080) and the associated fund description with revenues of \$7,100 and expenditures of \$10,000. Seconded by Don Hill and motion passed following a voice vote resulting in all ayes.**

- c) ***Jo Daviess County Transit Fund (071) – SF*** – Nicole Hermsen presented the Jo Daviess County Transit Fund (071). This budget was previously approved by this committee, but four days after the last Social & Environmental Committee meeting the State of Illinois actually awarded us with a grant and increased the award amount so the revenue and expense amounts increased \$37,275 because someone had backed out of doing that grant so the State has given it to Jo Daviess County due to us never applying for this grant before and because we were so excited about the planning study and what it could do for transportation and the County. **Dianne Allendorf made a motion to approve Special fund Budget Jo Daviess County Transit Fund (071) and the associated fund description with revenues of \$4,456,631.96 and expenditures of \$4,250,673.57. Seconded by Hendrica Regez and motion passed following a voice vote resulting in all ayes.**

- d) ***708 Mental Health Fund (014) – SF*** – Scott Toot presented Special Fund Budget Mental Health Fund (014) in the absence of Colleen Farrell. **Bill Bingham made a motion to approve Special Fund Budget Mental Health Fund (014) and the associated fund description with revenues of \$355,706 and expenditures of \$355,706. Seconded by Bob Heuerman. Motion passed following a voice vote resulting in 5 ayes: Allendorf, Bingham, Heuerman, Hill and Regez and 1 nay: O'Connor.**

5. **Discussion and possible action to approve mandatory/necessary expense requests to increase/decrease FY2023 Budget target amounts** – There were no additional mandatory/necessary expense requests to present at this time.

6. **Review Unfunded Requests and possible action to move them forward to the FY2023 Unfunded Request list** – There were no additional unfunded requests to present at this time.

7. Unfinished Business

- a) FY22 Strategic Goals and Plans – The committee did not review their FY22 strategic goals and plans at this time.

8. New Business

- a) Discussion and possible action on an Ordinance Amending the Code of Ordinances of Jo Daviess County, Illinois Title 5, Public Health and Safety, Chapter 2, Food and Food Establishments – Sandra Schleicher provided background information on this ordinance change. The State of Illinois has come up with some changes to the Cottage Food registration and also a Farmers' Market permit at the State level. This is capturing those changes. There has also been discussion at the Board of Health about a shared kitchen opening in the County and ways that we could help people using that shared kitchen and help reduce the cost of the license to be able to operate out of that kitchen. The Board of Health is increasing the number

of temporary permits that a person can get from 6 to 12. **Hendrica Regez made a motion to approve an Ordinance Amending the Code of Ordinances of Jo Daviess County, Illinois Title 5, Public Health and Safety, Chapter 2, Food and Food Establishments as presented. Seconded by Dianne Allendorf and motion passed following a voice vote resulting in all ayes.**

- b) Discussion and possible action on a Resolution to Amend and Add Certain Environmental Health Fees Charged by the Jo Daviess County Health Department – Sandra Schleicher commented that when the fee study was done in 2017 it was decided to do the fee increase over a three year period. This is the third increase. It was scheduled to be done in 2020 but the Board of Health decided to delay that due to COVID-19. This is catching us up to that third 50% increase in the fees from the fee study. This is items A. through E. The remainder of the items is in regards to the Farmers' Market and Cottage Food change that was done at the State level. Item F. is removing the County Farmers Market permit fee that we had before. Item G. Limited egg Farmers' Market permit will be \$25 per year. Item H. Farmers' Market permit will be \$75 per year. Item I. Cottage Food Operation shall be increased from \$25 to \$50 and Item J. inspection fee will be \$325 per occurrence. **Bob O'Connor made a motion to approve a Resolution to Amend and Add Certain Environmental Health Fees Charged by the Jo Daviess County Health Department as stated: The license fee for a high risk food establishment shall be increased from \$450.00 to \$675.00. The license fee for a medium risk food establishment shall be increased from \$225.00 to \$325.00. The license fee for a low risk food establishment shall be increased from \$225.00 to \$325.00. The license fee for a medium risk seasonal establishment shall be increased from \$125.00 to \$190.00. The license fee for a low risk seasonal establishment shall be increased from \$125.00 to \$190.00. The license fee for a Farmer's Market in-county and out of county shall be removed. The license fee for a Limited egg Farmers' Market permit shall be \$25 per year. The license fee for a Farmers' Market permit shall be \$75 per year. The registration fee for a Cottage Food Operation shall be increased from \$25 to \$50. The inspection fee shall be \$325 per occurrence. Seconded by Bill Bingham. Motion passed following a voice vote resulting in 5 ayes: Allendorf, Bingham, Heurman, Hill and O'Connor and 1 nay: Regez.**

9. Staff Reports

- a) Jo Daviess County Transit Director/PCOM – Nicole Hermesen, Transit Director, commented that she is heading back from the IPTA conference all week in O'Fallon, IL. We were awarded the much anticipated Direct Planning Grant. We are pretty excited about that. Hermesen did meet with some of those officials regarding that grant while she was at the conference. It was good to get information on how to set that up since it is something that we have never done before. They did have her redo the scope of work to make it more precise. The State approved it as is, but the Feds wanted it more drilled down. Hermesen is mandated to go to the RTEC spring conference and then again the IPTA fall conference. She was able to meet with several state officials and felt the conference was very beneficial. We are working on three more service contracts. She successfully negotiated with the Riverview Center and they will also be providing training to all of the Transit staff on how to deal with some situations that may arise when transporting passengers for the Riverview Center. Hermesen has posted the dispatcher position. It was posted internally for a week and a half and then posted externally. We have three applicants for the position. Hermesen had one interview on the 9th and then have an interview tomorrow for another applicant. Hopefully we can get that position filled. We did complete a capital needs assessment for the next three years. Hopefully the FTA approves that.
- b) Public Health – Sandra Schleicher, Jo Daviess County Public Health Administrator, reported that she has been doing budgets and food ordinances. They did sign the contract for their new

animal control software. That is in the works and they are working with IT to get that moved over. We will be replacing the shed in the back of the Health Department with some grant funding to put all of our stuff in. Monkeypox is in our region but not in our county. We are prepared for it and have our plans in place for when it does get here.

- c) Mental Health Board – No report at this time.

10. Citizens' Comments: None.

11. Board Member Concerns: Bob O'Connor commented that he has grave misgivings about how some of the 708 Mental Health agency funding is being used. Hendrica Regez added that she would like to speak to Bob about this sometime.

12. Adjourn: Motion to adjourn was made at 7:11 p.m. by Bob Heuerman, seconded by Dianne Allendorf. Motion passed following a voice vote resulting in all ayes.

Next regular meeting will be on Thursday, October 20, 2022 at 6:00 p.m.