

JO DAVIESS COUNTY BOARD MEETING

**Jo Daviess County Courthouse
330 N. Bench St., Galena
County Board Room, 3rd Floor
Tuesday, March 9, 2021 @ 7:00 p.m.**

Meeting is Accessible via Audio Call-in

REVISED AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION AND THOUGHT FOR THE DAY

3rd Floor Evacuation Policy

1. The Chairman at all public meetings held in the third floor County Board room shall instruct the public how to exit in case of emergency.
2. Exit down hall in either direction.
3. After 4:00 p.m. the door at the end of the hall opposite the elevator is locked.
 - a) **To open pull Fire Alarm.**
4. A sign shall be placed at the locked door, instructing how to open the door by pulling the fire alarm.
5. On the second floor you may exit using the doors on the Meeker Street side, **or** continue to the first floor to exit building.
6. Do not use elevator in case of fire.

I. CONSENT AGENDA

A. MINUTES APPROVAL

1. County Board meeting minutes from the February 9, 2021 County Board Meeting

B. APPOINTMENTS/RESIGNATIONS

1. Appointment of John Schultz to serve as a member of the Special Service Area Commission for Special Service Area #1.
2. Appointment of John Schultz to serve as a member of the Special Service Area Commission for Special Service Area #6.
3. Appointment of John Schultz to serve as a member of the Special Service Area Commission for Special Service Area #7.
4. Appointment of John Schultz to the Jo Carroll Enterprise Zone Maintenance Board for a three-year term ending March 4, 2024.
5. Appointment of Janet Checker to serve on the **Development & Planning Committee.**
6. Appointment of Janet Checker to serve on the **Information & Communications Technology Committee.**
7. Appointment of Bob O'Connor to the Jo Daviess County Labor Negotiating Committee.

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATION

1. Proclamation – Sexual Assault Awareness Month, April 2021

E. REPORTS & CORRESPONDENCE

F. CLAIMS

1. Claims approval in the amount of **\$409,456.15** as follows:
 - i. **\$353,597.69** (Regular Claims **\$351,541.19** + Claims associated w/LIT's **\$2,056.50**)
 - ii. **\$55,858.46** (GGMI Hotel/Motel Tax Reimbursement)
 - iii. **\$0.00** (COVID-19 Claims to be paid from Contingency Fund) See Item H .2.a.
2. Emergency Telephone Systems Board Fund claims in the amount of **\$8,877.25**

G. LINE ITEM TRANSFERS

1. Line Item Transfers (with associated claims) in the amount of **\$4,000.00** as follows:
 - i. **\$4,000.00** \$4,000.00 from 019-41121-901 Contingency to 019-41121-606 Minor Equipment/Small Tools

END OF CONSENT AGENDA

1. CITIZENS' COMMENTS

It is the policy of the County Board to not allow public comment on those agenda items coming to the board from a public hearing where sworn testimony was taken. Those wishing to comment on these items should attend and speak at the public hearings.

PLEASE NOTE CHANGE: To promote health and safety, we encourage the public to follow the Gubernatorial 'shelter in place' Executive Order. Therefore, in addition to standard (in-person) public comments at Jo Daviess County Board and Committee meetings, we will accept public comment via call-in during the time reserved for public comments or via email. Individuals or groups wishing to comment can email statements to the County Administrator's Office at countyadministrator@jodaviess.org by Tuesday, March 9, 2021 at 5:00 pm.

Statements received by the deadline will be read aloud as part of the record, pursuant to the time parameters in Jo Daviess County Board Rules (three minutes per individual). The entirety of the statement will be placed in the official minutes, even if the statement reads longer than the time limit allows.

We take very seriously the recommendations from the Centers for Disease Control and Prevention (CDC) to socially distance and the Governor's Executive Order 2020-10, wherein no more than ten people can convene in one place. **We encourage you to submit your public comment via email.** Public comment and emailed comments will proceed in the order in which they are received.

If you choose to provide comment in person, requests must be received by the County Administrator's Office at countyadministrator@jodaviess.org at least one hour prior to any scheduled public meeting. Due to COVID-19, current policy allows only persons with urgent or essential business to enter the Courthouse. Any person who requests to enter the Courthouse may be subject to a screening process, including but not limited to answering medical questions and having their temperatures taken before being allowed to enter. Information on how to access Jo Daviess County Committee or County Board meetings will be displayed on each meeting agenda.

A. Addressing the Board: Except during the time allotted for public comment, no person, other than a member of the board, shall address that body, except with the consent of the presiding officer.

B. Identification: Each person addressing the board shall give his/her name and address in an audible tone of voice for the record and shall limit his/her remarks to no more than three (3) minutes. All remarks shall be addressed to the board as a body and not to any one member. No person, other than the board and person having the floor shall be permitted to enter into any discussion, either directly or through a member of the board, with the permission of the presiding officer. No question shall be asked a board member except through the presiding officer. (Ord., 10-14-2008)

2. UNFINISHED BUSINESS

3. NEW BUSINESS & COMMITTEE REPORTS

A. Declaration of vacant seat for County Board Member District #12 – Council Hill, West Galena III & part Rawlins.

B. Election of County Board Vice-Chairperson.

C. Acceptance of letter of resignation from Beth Baranski from the Ad-Hoc Economic Development Committee.

D. Acceptance of a letter of resignation from Ron Smith from the NWIL Enterprise Zone Board.

E. Appointment of John Schultz to the NWIL Enterprise Zone Board for the remainder of a three-year term ending December 31, 2023.

F. Discussion and possible action on a Resolution to Amend and Extend the Jo Daviess County Emergency Disaster Declaration Due to COVID-19 in Jo Daviess County.

G. Legislative

H. Finance, Tax & Budgets

1. Consideration of a recommendation to approve a Resolution Establishing an Agreement Between the County of Jo Daviess and the Illinois Energy Conservation Authority NFP, to Provide Commercial Property Assessed Clean Energy Improvement Administrator Services (Recommended by the Finance, Tax & Budgets Committee, meeting of February 25, 2021).

2. Consideration of a recommendation to approve a Resolution to Pay Eligible FY2021 COVID-19 Expenses from the Contingency Fund (016) (Recommended by the Finance, Tax & Budgets Committee, meeting of February 25, 2021).

2.a. If Item 2 is approved, the total claims paid for March, 2021 will be \$412,224.16.

3. Consideration of a recommendation to approve a request by County Administrator, Dan Reimer to contract with a staffing agency to temporarily fill a future vacant Administrative Assistant position (Recommended by the Finance, Tax & Budgets Committee, meeting of February 25, 2021).

4. The fund balance for the Contingency Fund (016) on 01/31/21 is **\$351,162.00**

I. Information & Communications Technology

J. Executive

1. Consideration of a recommendation to send a letter of support for the Rivers Trails and Conservation Assistance (RTCA) program (Recommended by the Executive Committee, meeting of March 2, 2021).
2. Consideration of a recommendation to include as an eligible expense food establishment license fees to be reimbursed at a rate of 50%, and farmers market license fees to be reimbursed at 100%, waive all other eligibility requirements and include a copy of current food license issued by the JDC Health Department (2021) (Recommended by the Executive Committee, meeting of March 2, 2021).
3. Consideration of a recommendation to amend the Jo Daviess County Small Business Stabilization Grant Program to add to program overview that prior award recipients are eligible for additional funds of one month additional expenses up to \$5000 for said month (Recommended by the Executive Committee, meeting of March 2, 2021).
4. Consideration of a recommendation to extend the Jo Daviess County Small Business Stabilization Grant Program and implement a Round 4 application process (Recommended by the Executive Committee, meeting of March 2, 2021).
5. Consideration of a recommendation to amend R2020-15, A Resolution to Establish a Jo Daviess County Small Business Stabilization Grant Program including possible revisions to the 2020 Jo Daviess County Small Business Stabilization Grant Program policy guidelines (Recommended by the Executive Committee, meeting of March 2, 2021).
6. Discussion and possible action on a request by IT/GIS Director, Joe Kratcha to fill a vacant IT Technician position (Per Policy P2020-8, FY2021 Prioritized Options for Reducing Expenses, Hiring Freeze - any new or vacant positions to be filled only with approval of the County Board) (The Executive Committee will be holding a special meeting on Tuesday, March 9, 2021 at 6:00 p.m. for a possible recommendation).
7. Discussion and possible action on the IT Technician position and an associated advance step hire request. (The Executive Committee will be holding a special meeting on Tuesday, March 9, 2021 at 6:00 p.m. for a possible recommendation).
8. Discussion and possible action on a request by IT/GIS Director, Joe Kratcha to fill a future vacant IT Systems Manager position (Per Policy P2020-8, FY2021 Prioritized Options for Reducing Expenses, Hiring Freeze - any new or vacant positions to be filled only with approval of the County Board) (The Executive Committee will be holding a special meeting on Tuesday, March 9, 2021 at 6:00 p.m. for a possible recommendation).
9. Update on County Administrator Search

K. Jo Daviess County Special Service Area Commissions

L. Development & Planning

M. Public Works

1. Consideration of a recommendation to approve the bid from Gary Saam Construction in the amount of \$112,135.80 to be paid from line item 011-43145-890 for the Loran Road Culvert Replacement Project (Recommended by the Public Works Committee, meeting of February 22, 2021).
2. Consideration of a recommendation to approve emergency purchases associated with the purchase of right of way and fencing for the Woodbine Township Apple River Bridge Project:

- Purchase land from Randy Haas for \$3,364 and reimburse for fencing at \$9,950.
 - Purchase land from Shirley Fox and Linda Miller for \$1,000 and reimburse for fencing at \$4,842.50.
 - Purchase land from Elizabeth Pollizi for \$1,000 and reimburse for fencing at \$2,200.
 - Purchase land from DJL Farms LLC for \$1,000 and reimburse for fencing at \$960.
 - Total amount of \$24,316.50 for purchase of land and reimbursement for fencing.
- (Recommended by the Public Works Committee, meeting of February 22, 2021).

Subsequent to Committee approval there were changes to include additional landowners and corresponding amounts which will require the above recommendation to be amended to the following:

- Randy Haas - Land \$2,186, Land and fence \$11,128.
 - DJL Farm Holdings LLC – Land \$1,000.
 - John Larionesi - Fence \$1,700
 - Edward Polizzi Trust – Land \$500
 - Elizabeth Polizzi – Land \$500 and fence \$2,200
 - Shirely Fox – Land \$500 and fence \$2,421.25
 - Linda Miller - Land \$500 and fence \$2,421.25
 - Total amount of \$25,056.50 for purchase of land and reimbursement for fencing.
3. If Item 2 is approved, the total claims paid for March, 2021 will be **\$437,280.66.**

N. Law Enforcement & Courts

1. Consideration of a recommendation to approve the purchase of a 2021 Ford Utility AWD Police Interceptor from Morrow Brothers, Greenfield, IL at a cost not to exceed \$34,985 (Recommended by the Law Enforcement & Courts Committee, meeting of February 16, 2021).
2. Consideration of a recommendation to approve line item transfers when needed from personnel line items in the FY2021 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. (Recommended by the Law Enforcement & Courts Committee, meeting of February 16, 2021).

O. Social & Environmental

1. Consideration of a recommendation to approve an annual Ordinance authorizing the County to operate a Public Transit Service in Jo Daviess County (Recommended by the Social & Environmental Committee, meeting of February 18, 2021).
2. Consideration of a recommendation to approve a Resolution authorizing applications for a Public Transportation Financial Assistance Grant (Recommended by the Social & Environmental Committee, meeting of February 18, 2021).
3. Consideration of a recommendation to approve the FY2022 5311/DOAP Grant Budget (Recommended by the Social & Environmental Committee, meeting of February 18, 2021).
4. Consideration of a recommendation to pass a resolution authorizing the County Board Chairperson or Vice Chairman is authorized and directed to execute and file on behalf of the County such application and to furnish such additional information as may be required by the Department and FTA in connection with such application for said grant and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of

Section 5311 (Recommended by the Social & Environmental Committee, meeting of February 18, 2021).

P. Planning Commission/Zoning Board of Appeals

1. Consideration of a recommendation to approve a Special Use permit for a Public Stable, commonly located at 470 W. Rush Road, Hanover (Recommended by the Planning Commission/Zoning Board of Appeals, meeting of February 24, 2021).
2. Consideration of a recommendation to approve a Special Use permit to allow for a non-agricultural residence on a lot less than 40 acre on a portion of the subject property, commonly located on Elizabeth-Scales Mound Road, address TBD (Recommended by the Planning Commission/Zoning Board of Appeals, meeting of February 24, 2021).

OTHER COMMITTEES & BOARDS

I. BOARD MEMBER CONCERNS

II. CITIZENS' COMMENTS

It is the policy of the County Board to not allow public comment on those agenda items coming to the board from a public hearing where sworn testimony was taken. Those wishing to comment on these items should attend and speak at the public hearings.

III. CLOSED SESSION

A. Personnel section 2(c)1

"The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity." Topic of discussion: IT Technician/Advance Step Hire, IT Systems Manager

B. Collective bargaining section 2(c)2

"Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees." Topic of discussion: Union negotiations - Local 150

C. 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."

D. Pursuant to 5 ILCS Litigation Section 120/2(c)11

"Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting."

4. POSSIBLE ACTION AS A RESULT OF CLOSED SESSION ITEMS

5. ADJOURN TO Tuesday, April 13, 2021 @ 7:00 pm

Due to Governor Pritzker's "stay at home" order, this meeting will be held virtually. The public may attend in person; however we encourage you to attend via Zoom audio as follows:

<https://zoom.us/j/98636325254?pwd=ZlBMdFpmTlZBNW05UjNyZVczYythdz09>

Call in number: 1(312)626-6799 US

Meeting ID: 986 3632 5254

Password: 229369

Call-in information is also available on the JDC website at www.jodaviess.org