

## **JO DAVIESS COUNTY BOARD MEETING**

**Jo Daviess County Courthouse**

**330 N. Bench St., Galena**

**County Board Room, 3rd Floor**

**Monday, April 12, 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**

#### **3<sup>rd</sup> 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 March 9, 2021 County Board Meeting

##### **B. APPOINTMENTS/RESIGNATIONS**

1. Appointment of Tom Schuldt to the Farmland Assessment Review Committee for a three year term ending May 31, 2024.
2. Appointment of Don Hill to serve as a member of the Liquor Commission.
3. Appointment of Robert O'Connor to serve as a member of the Liquor Commission.
4. Appointment of Edward Haring to serve as trustee of the Hanover Fire Protection District for a three year term beginning May 1, 2021 and ending April 30, 2024.
5. Appointment of Colin Fulrath to serve as trustee of the Hanover Fire Protection District for a three year term beginning May 1, 2021 and ending April 30, 2024.
6. Appointment of Ernest Lieb to serve as trustee of the Stockton Fire Protection and Ambulance District for a three year term beginning May 1, 2021 and ending April 30, 2024.
7. Appointment of Robert Wallenhorst to serve as trustee of the Dunleith-Menominee Fire Protection Board of Trustees for a three year term beginning May 1, 2021 and ending April 30, 2024.

8. Appointment of Larry Timpe to serve as trustee of the Galena Rural Fire Protection District for a three year term beginning May 1, 2021 and ending April 30, 2024.
9. Appointment of Merri Berlage to serve as a member of the Jo Daviess County Board of Health for a three-year term ending April 30, 2024.

**C. CONTRACTS, AGREEMENTS, & PETITIONS**

**D. ORDINANCES, RESOLUTIONS, & PROCLAMATION**

**E. REPORTS & CORRESPONDENCE**

**F. CLAIMS**

1. Claims approval in the amount of **\$592,221.96** as follows:
  - i. **\$518,736.77** (Regular Claims \$498,275.87 + Claims associated w/LIT's \$20,460.90)
  - ii. **\$72,628.69** (GGMI Hotel/Motel Tax Reimbursement)
  - iii. **\$856.50** (COVID-19 Claims to be paid from Contingency Fund)
2. Emergency Telephone Systems Board Fund claims in the amount of **\$3,018.85**

**G. LINE ITEM TRANSFERS**

1. Line Item Transfers (with associated claims) in the amount of **\$19,007.27** as follows:
  - i. **\$1,000.00** \$1,000.00 from 001-40107-603 Supplies to 001-40107-705 Publishing
  - ii. **\$5,300.00** \$5,300.00 from 001-41122-711 Utilities to 001-41122-702 Professional Services
  - iii. **\$12,707.27** \$12,707.27 from 001-41123-704 Telephone to 001-41123-701 Maintenance Service

**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](mailto:countyadministrator@jodaviess.org) by Monday, April 12, 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](mailto: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.

1-5-22: Visitors

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. Acceptance of resignation letter from Dan Reimer, Jo Daviess County Administrator.**

**B. 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.**

**C. Consideration of a recommendation to approve the award of grants associated with the Jo Daviess County Small Business Stabilization Grant Program grants from round four of the Jo Daviess County SBSG Program (Recommended by the JDC Small Business Stabilization Grant Program Committee, meeting of April 9, 2021).**

**D. Consideration of a recommendation to approve \$15,862.00 in claims associated with the award of Jo Daviess County Small Business Stabilization Grant Program grants (Recommended by the JDC Small Business Stabilization Grant Program Committee, meeting of April 9, 2021).**

**E. If Item D is approved, the total claims paid for April, 2021 will be \$608,083.96.**

**F. Discussion and possible action on a Letter of Support for the East Dubuque District Library – Diane Gallagher.**

### **G. Finance, Tax & Budgets**

1. Consideration of a recommendation to approve a Resolution to again partner with the HOPE Foundation on the printing and mailing of the second edition of the Community Resources Directory from Contingency Fund (016) (Recommended by the Finance, Tax & Budgets Committee, meeting of March 25, 2021 from the Social & Environmental Committee, meeting of March 18, 2021).

2. Consideration of a recommendation to approve a Resolution to amend P2014-1 Policy for the Review and Approval of Year-end Financial Statements and the Schedule of Expenditures of Federal Awards (Recommended by the Finance, Tax & Budgets Committee, meeting of March 25, 2021).
3. Consideration of a recommendation to pay eligible FY2021 COVID-19 expenses over \$2,000 from the Contingency Fund (016), per Resolution 2021-10
  - i. Top Notch \$2,400.00
  - ii. Dell Technologies \$4,548.35 (claim will be included with May claims – not included)(Recommended by the Finance, Tax & Budgets Committee, meeting of March 25, 2021).
4. If Item 3i. is approved, the total claims paid for April, 2021 will be **\$610,483.96**.
5. The fund balance for the Contingency Fund (016) on 02/28/21 is **\$340,997.90**

## **H. Information & Communications Technology**

### **I. Executive**

1. Consideration of a recommendation to hire Candidate #1 for the position of County Administrator pending a successful employment agreement (Recommended by the Executive Committee, special meeting of April 1, 2021).
2. Consideration of a recommendation to approve a Resolution to Dissolve and Rescind the Probation Restitution Fund (Recommended by the Executive Committee, meeting of April 6, 2021).
3. Consideration of a recommendation to approve an updated IT Systems Manager position description (Recommended by the Executive Committee, meeting of April 6, 2021).
4. Consideration of a recommendation to approve an updated IT Technician position description (Recommended by the Executive Committee, meeting of April 6, 2021).
5. Consideration of a recommendation to approve the IT Systems Manager Advance Step Hire at pay grade 14, Step 7 (Recommended by the Executive Committee, meeting of April 6, 2021).
6. Consideration of a recommendation to approve the Deputy Treasurer Advanced Step Hire at pay grade 6, Step 5 (Recommended by the Executive Committee, meeting of April 6, 2021).

## **J. Jo Daviess County Special Service Area Commissions**

## **K. Development & Planning**

### **L. Public Works**

1. Consideration of a recommendation to approve a Resolution to purchase a used 2010 John Deere 329D skid steer loader, and trade in the 1995 Ford 250C utility tractor at a final cost of \$28,170 to be paid from line item 059-46174-810 (Recommended by the Public Works Committee, meeting of March 22, 2021).
  - a. If Item 1 is approved, the total claims paid for April, 2021 will be **\$638,653.96**.
2. Consideration of a recommendation to approve the 2021 Township Motor Fuel Tax (MFT) Maintenance Bids as indicated to be paid from line item 021-43146-601 (Public Works Committee will hold a special meeting on Monday, April 12, 2021 at 6:30 p.m. for a possible recommendation).
3. Consideration of a recommendation to approve the 2021 County Motor Fuel Tax (MFT) Maintenance Bids as indicated to be paid from line item 006-43142-601 (Public Works

Committee will hold a special meeting on Monday, April 12, 2021 at 6:30 p.m. for a possible recommendation).

**M. Law Enforcement & Courts**

**N. Social & Environmental**

1. Consideration of a recommendation to approve the Jo Daviess County Transit Procurement Policy (Recommended by the Social & Environmental Committee, special meeting of April 8, 2021).
2. Consideration of a recommendation to approve the Jo Daviess County Transit Title VI Policy (Recommended by the Social & Environmental Committee, special meeting of April 8, 2021).
3. Consideration of a recommendation to serve the Workshop notice of termination of the operator agreement with the County and prepare to become the operator (Recommended by the Social & Environmental Committee, meeting of April 9, 2021).

**O. Planning Commission/Zoning Board of Appeals**

1. Consideration of a recommendation to approve a special use permit for a commercial dog kennel at 7341 E Center Road, Stockton (Recommended by the Planning Commission/Zoning Board of Appeals, meeting of March 24, 2021).

**P. Legislative**

**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 Systems Manager/Advance Step Hire, Deputy Treasurer/Advance Step Hire, County Administrator/Advance Step Hire

**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, May 11, 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](http://www.jodaviess.org)**