

**JO DAVIESS COUNTY BOARD  
MEETING MINUTES  
MAY 9, 2023**

**CALL TO ORDER:** Jo Daviess County Chairperson LaDon Trost called the meeting to order at 7:00 p.m. on Tuesday, May 9, 2023 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

**ROLL CALL** was answered as follows: Present – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Present: 16. Absent - Darcy Wild. Absent: 1.

State's Attorney Chris Allendorf was present.

**THE PLEDGE OF ALLEGIANCE** was led by Chairperson Trost.

**THE INVOCATION AND THOUGHT FOR THE DAY** was given by Joseph Heitkamp.

**AGENDA ITEM I – CONSENT AGENDA**

A motion to approve the consent agenda was made by John Lang and seconded by John Grizzoffi.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Ayes: 16. Nays: 0. Absent - Darcy Wild. Absent: 1.

Darcy Wild entered the meeting electronically at this time.

**AGENDA ITEM II - CITIZENS' COMMENTS**

Marguerite Harrington, Pearl City addressed the board with concerns regarding her assessment and tax bill. She states her bill has increased substantially and would like the board to do something about it. Chairperson Trost advised Ms. Harrington to contact the assessment office to discuss.

**AGENDA ITEM III – UNFINISHED BUSINESS**

There was no unfinished business brought before the board at this time.

**AGENDA ITEM IV – NEW BUSINESS & COMMITTEE REPORTS**

A motion to approve an ordinance providing for the issue of not to exceed \$15,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2023, for the purpose of renovating, altering, repairing, improving, equipping and building an addition to the Jo Daviess County Courthouse and providing related improvements, the pledge of certain revenues to the payment of principal and interest on said bonds and the levy of a direct annual tax sufficient to pay such principal and interest if the pledged revenues are insufficient to make such payment and the sale of said bonds to the purchaser thereof was made by Diane Gallagher and seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Daniel Holcomb, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 14. Nays - John Creighton, Robert Heuerman, and Steve McIntyre. Nays: 3.

A motion to approve a Professional Service Agreement with Conlon Construction to act as a Construction Manager/Consultant in the amount of \$56,000.00 for the Preconstruction Phase Services and four percent (4%)

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of the cost of the project for Construction Phase Services for the Courthouse Renovation was made by John Schultz and seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Daniel Holcomb, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 14. Nays - John Creighton, Robert Heuerman, and Steve McIntyre. Nays: 3.

**FINANCE, TAX, & BUDGETS:**

Matt Schueler from Wipfli, LLC presented the FY2022 Jo Daviess County Financial Audit. He reported a clean, unmodified audit with no findings, as well as a clean, unmodified audit for the Illinois Downstate Operating Assistance Program (DOAP). No findings on fees and fines are expected for the Circuit Clerk Audit.

A committee motion to accept the FY2022 Jo Daviess County Audit as presented was seconded by John Schultz.

The motion carried by voice vote.

A committee motion to pay expenses from the Contingency Fund (016) of up to \$10,000.00 for shelving and Transportation of materials from the Courthouse 3rd floor to the Highway Department was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays - Diane Gallagher. Nays: 1.

The fund balance for the Contingency Fund (016) on March 31, 2023 was \$678,936.30.

**PUBLIC WORKS:**

The committee had no business to bring before the board.

**LAW ENFORCEMENT & COURTS:**

The committee had no business to bring before the board.

**SOCIAL & ENVIRONMENTAL:**

A committee motion to approve a Resolution authorizing application for a Transit Statewide/Non-Metropolitan Transportation Planning - Federal Sec 5305(e); (Transit Federal Technical Studies) Grant was seconded by Dianne Allendorf.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 17. Nays: 0.

**PLANNING COMMISSION/ZONING BOARD OF APPEALS:**

A motion to approve an application by USS Curtiss Solar LLC for a Special Use to allow for a Community Solar Garden located along South Curtiss Road, Stockton, IL was made by Steve McIntyre and seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb,

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Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 17. Nays: 0.

A motion to approve an application by Brad Marcure for a Special Use to allow for an Agricultural Equipment Repair Business located along U.S. Route 20 and South Golf Road, Stockton, IL was made by Diane Gallagher and seconded by John Grizzoffi.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 17. Nays: 0.

A motion to amend the text of the Jo Daviess County Zoning Ordinance regarding Wind and Solar Facilities including definitions, use standards and additions to the use table was made by John Grizzoffi and seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 17. Nays: 0.

**LEGISLATIVE:**

The committee had no business to bring before the board.

**EXECUTIVE:**

A committee motion to approve a Resolution to provide the Chief Deputy Sheriff Position and Lieutenant Position retiree health insurance was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Abstain - Steve Endress. Abstentions: 1.

A committee motion to approve an Ordinance amending the code of ordinances of Jo Daviess County, Illinois Title 1, Administration Chapter 5 County Board meetings/rules of order/procedures, Section 3 Quorum; Roll Call; Absent Members was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 17. Nays: 0.

A motion to postpone action on holding the 2023 County Board Retreat on May 17, 2023 at the Elizabeth Community Building starting at 5:30 p.m. was made by John Grizzoffi and seconded by John Lang.

The motion carried by voice vote.

**INFORMATION & COMMUNICATIONS TECHNOLOGY:**

The committee had no business to bring before the board.

**DEVELOPMENT & PLANNING:**

A committee motion to approve a Resolution of support for Illinois and Jo Daviess County agriculture was seconded by Diane Gallagher.

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The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 17. Nays: 0.

**AGENDA ITEM V – OTHER COMMITTEES AND BOARDS**

**JO DAVIESS COUNTY AD-HOC COURTHOUSE COMMITTEE:**

A motion to approve a Professional Services Agreement between Jo Daviess County and Shive-Hattery regarding the Courthouse Renovation Project with a stipulated sum of \$1,192,125.00 was made by John Schultz and seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Daniel Holcomb, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 14. Nays - John Creighton, Robert Heuerman, and Steve McIntyre. Nays: 3.

A motion to amend Resolution R2023-2 allowing for the Ad-Hoc Courthouse Committee to continue to meet and make recommendations regarding the Courthouse Renovation Project going forward to project completion was made by Diane Gallagher and seconded by Dianne Allendorf.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Daniel Holcomb, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 17. Nays: 0.

**AGENDA ITEM VI – BOARD MEMBER CONCERNS**

Tina Brandel stated she had been contacted by the individual with tax assessment questions earlier in the meeting. She felt the citizen should have had an audience with department heads regarding her tax bill at that time. States Attorney Chris Allendorf responded by saying the citizen's questions and concerns lie with their township assessor, not the County, and that is who the citizen should be contacting.

Tina Brandel also stated she feels side-bar conversations need to be kept to a minimum during meetings.

John Creighton attended the Board of Health meeting and they are working to revise the ordinance regarding food selling.

John Creighton and Steve McIntyre also expressed concern over tax bills, stating they had recently received questions from their constituents.

**AGENDA ITEM VII – CITIZENS' COMMENTS**

There were no citizens' comments at this time.

**AGENDA ITEM VIII – CLOSED SESSION**

There was no need for closed session.

**AGENDA ITEM IX – POSSIBLE ACTION AS A RESULT OF CLOSED SESSION**

There was no action as a result of closed session.

**AGENDA ITEM X - ADJOURNMENT**

A motion to adjourn was made by John Schultz and seconded by Diane Gallagher.

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The motion carried by voice vote.

Chairperson Trost adjourned the meeting at 8:38 p.m. until 7:00 p.m. Tuesday, June 13, 2023 at the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

A handwritten signature in cursive script that reads "Angela Kaiser".

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Angela Kaiser, County Clerk

**JO DAVIESS COUNTY BOARD  
CONSENT AGENDA  
MAY 9, 2023**

**A. MINUTES APPROVAL**

1. County Board meeting minutes from the April 10, 2023 County Board Meeting.
2. County Board meeting minutes from the April 10, 2023 County Board Special Meeting-Public Hearing.

**B. APPOINTMENTS/RESIGNATIONS**

1. Reappointment of Tara Redfearn to the Jo Daviess County Board of Health for a three year term ending April 30, 2026.
2. Reappointment of Dr. Barb Kepner to the Jo Daviess County Board of Health for a three year term ending April 30, 2026.
3. Reappointment of Helen Kilgore to the Emergency Telephone System Board (ETSB) for a three year term ending April 30, 2026.
4. Appointment of Don Hill to the Planning Commission/Zoning Board of Appeals for the remainder of a five year term ending December 31, 2027.
5. Appointment of Steve Stadel to the Scales Mound Fire District for a three year term ending April 30, 2026.
6. Resignation of Joe Kratcha from the Personnel Review Committee effective immediately.
7. Appointment of Kristina Tranel to the Personnel Review Committee beginning May 9, 2023.
8. Reappointment of Jim Boho to the Jo Daviess County Sheriff's Merit Commission for a six-year term ending May 31, 2029.
9. Reappointment of Steve Meyer to the Jo Daviess County Sheriff's Merit Commission for a six-year term ending May 31, 2029.

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

**D. ORDINANCES, RESOLUTIONS, & PROCLAMATIONS**

**E. REPORTS & CORRESPONDENCE**

1. Thank you note from the Helen Schamberger Family.
2. Thank you note from the Donald Schwartz Family.

**F. CLAIMS**

1. Claims approval in the amount of \$793,607.57 as follows:
  - i. \$716,550.75 (\$689,904.66 Regular Claims + Claims associated w/LIT's \$26,646.09)
  - ii. \$19,776.09 (Over Budget Request)
  - iii. \$57,280.73 (GGMI Hotel/Motel Tax Reimbursement)

**G. LINE ITEM TRANSFERS**

1. FY2023 Line Item Transfers (with associated claims) in the amount of \$26,646.09 as follows:
  - i. \$3,000.00 \$3,000.00 from 001-40101-711 Utilities to 001-40101-602 Janitorial Supplies
  - ii. \$1,115.28 \$1,115.28 from 001-40103-815 Furniture to 001-40103-501 Education & Training
  - iii. \$1,916.00 \$1,916.00 from 001-40110-704 Telephone to 001-40106-704 Telephone
  - iv. \$2,000.00 \$2,000.00 from 001-41123-704 Telephone to 001-41123-604 Computer Supplies

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- v.     \$2,243.02         \$2,243.02 from 001-41125-701 Maintenance Service to 001-41125-719 Other Service Charges
- vi.    \$15,000.00         \$15,000.00 from 071-44163-820 Vehicle to 071-44163-701 Maintenance Service

**H. OVER BUDGET REQUEST**

- 1.    FY2023 over budget request (with associated claims) in the amount of \$19,776.09 as follows:
  - i.     Claim from Access Systems in the amount of \$54.32 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase.
  - ii.    Claim from CopyWorks in the amount of \$358.15 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase.
  - iii.   Claim from Welter Storage Equipment in the amount of \$6,313.00 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase.
  - iv.    Claim from Illinois Bank & Trust in the amount of \$12,875.62 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase
  - v.     Claim from Judicial Systems in the amount of \$175.00 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase.