

**JO DAVIESS COUNTY BOARD  
MEETING MINUTES  
JULY 11, 2023**

**CALL TO ORDER:** Jo Daviess County Chairperson LaDon Trost called the meeting to order at 7:00 p.m. on Tuesday, July 11, 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, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Present: 14. Absent - Steve Endress, Daniel Holcomb, and Darcy Wild. Absent: 3.

State's Attorney Chris Allendorf was present.

Darcy Wild entered the meeting electronically at this time.

**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 Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent - Steve Endress and Daniel Holcomb. Absent: 2.

**AGENDA ITEM II - CITIZENS' COMMENTS**

Gerald Podraza of Galena, Illinois addressed the board, stating he had submitted to the County Administrator three informational documents: a pilot intervention study regarding Federal Gun Free Sanctuary Statue (sic) Interfaces he has submitted to the Governor, a copy of a sign displayed at a local agency, and a screenshot of a Fox news item regarding the DuPage County sheriff.

**AGENDA ITEM III – UNFINISHED BUSINESS**

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

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

**LAW ENFORCEMENT & COURTS:**

The committee had no business to bring before the board.

**SOCIAL & ENVIRONMENTAL:**

The committee had no business to bring before the board.

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

A motion to approve a request by Tom Middendorf for the approval of Middendorf's 3rd Addition to Menominee Township, a one-lot subdivision, with a special use to allow for a residence on a lot less than 40 acres; property is zoned AG Agricultural District, located at TBD North High Ridge Road, East Dubuque, IL 61025 was made by Don Zillig and seconded by Robert Heuerman.

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

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McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent - Steve Endress and Daniel Holcomb. Absent: 2.

A motion to approve a request by Mark and Amy Bainbridge to approve a special use for an existing residence on a lot less than 40 acres; property is zoned AG Agricultural District, located at 9031 West Buckhill Road, Galena, IL 61036 was made by Steve McIntyre and seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent - Steve Endress and Daniel Holcomb. Absent: 2.

A motion to approve a request by Botanicannabis, LLC to approve a special use request for an Adult Use Cannabis Grow Facility; property is zoned AG Agricultural District, located at TBD West Buckhill Road, Galena, IL 61036 was made by Steve McIntyre and seconded by Robert Heuerman.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, Steve McIntyre, John Schultz, Darcy Wild, and Don Zillig. Ayes: 11. Nays - John Creighton, Joseph Heitkamp, John Lang, and LaDon Trost. Nays: 4. Absent - Steve Endress and Daniel Holcomb. Absent: 2.

**LEGISLATIVE:**

The committee had no business to bring before the board.

**EXECUTIVE:**

A committee motion to approve the final Jo Daviess County Position Descriptions 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, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent - Steve Endress and Daniel Holcomb. Absent: 2.

A committee motion to approve the Financial Administrative Manager position at Pay Grade 7, Step 3 temporarily until a new grading schedule is implemented was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve a Resolution to Re-establish the Jo Daviess County Ad-Hoc Comprehensive Plan Committee 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, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent - Steve Endress and Daniel Holcomb. Absent: 2.

A motion to appoint Nancy Breed, Nicole Hermsen, Mel Gratton, Mindy Pratt, Steve Wyland, Jen Callaghan, Daniel Payette, Kristina Tranel, Christine Soat, David Schmidt, Diane Gallagher and Don Hill to the Ad-Hoc Comprehensive Planning Committee was made by John Lang and seconded by John Schultz.

The motion carried by voice vote.

**INFORMATION & COMMUNICATIONS TECHNOLOGY:**

The committee had no business to bring before the board.

**DEVELOPMENT & PLANNING:**

The committee had no business to bring before the board.

**FINANCE, TAX, & BUDGETS:**

The fund balance for the Contingency Fund (016) on May 31, 2023 was \$672,868.98.

**PUBLIC WORKS:**

The committee had no business to bring before the board.

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

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

County Administrator Scott Toot updated the board on the recent meeting with the City of Galena's Historic Preservation Board, as it relates to the Courthouse Renovation Project.

**AGENDA ITEM VI – BOARD MEMBER CONCERNS**

Steve McIntyre, GGMI liaison, updated the board regarding their efforts to hire a new CEO.

LaDon Trost talked about the High Point Wind Project and displayed a current map of properties within the county that have committed to working with the project.

**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 at this time.

**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 John Grizzoffi.

The motion carried by voice vote.

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



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Angela Kaiser, County Clerk

**JO DAVIESS COUNTY BOARD  
CONSENT AGENDA  
JULY 11, 2023**

**A. MINUTES APPROVAL**

1. County Board meeting minutes from the June 13, 2023 County Board Meeting.

**B. APPOINTMENTS/RESIGNATIONS**

1. Reappointment of Steve Keeffer to serve on the Upper Mississippi River International Port District for a three year term ending May 31, 2026.
2. Appointment of Dana Timmerman to serve on the Ad-Hoc Health Insurance Committee.
3. Reappointment of Steve McIntyre to serve on the Jo-Carroll Enterprise Zone Maintenance Organization for a three-year term ending March 4, 2026.
4. Reappointment of Colin Fulrath to serve on the Jo-Carroll Enterprise Zone Maintenance Organization for a three-year term ending March 4, 2026.
5. Reappointment of Rev. Fred Baltz to serve on the Jo Daviess County Ethics Commission for a two-year term ending April 30, 2025.
6. Reappointment of Mary Peters to serve on the Jo Daviess County Housing Authority Board of Commissioners for a five-year term ending June 14, 2028.
7. Reappointment of Joanne Robinson to the 708 Mental Health Board for a four-year term ending June 30, 2027.

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

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

**E. REPORTS & CORRESPONDENCE**

**F. CLAIMS**

1. Claims approval in the amount of \$1,100,229.88 as follows:
  - i. \$823,316.75 (\$819,079.76 Regular Claims + Claims associated w/LIT's \$4,236.99)
  - ii. \$144.41 (Over Budget Requests)
  - iii. \$84,026.00 (GGMI Hotel/Motel Tax Reimbursement)
  - iv. \$3,056.50 (Contingency Records Storage)
  - v. \$189,686.22 (Special Service Area Commissions)
    - Warren Area Ambulance Service, Inc. - SSA #1 - \$47,878.09
    - Galena Area Emergency Medical Service – SSA #6 - \$79,201.21
    - Elizabeth Community Ambulance Service – SSA #7 - \$62,606.92

**G. LINE ITEM TRANSFERS**

1. FY2023 Line Item Transfers (without associated claims) in the amount of \$2,000.00 as follows:
  - i. \$1,000.00 \$1,000.00 from 020-44151-703 Postage to 020-44151-701 Maintenance Service
  - ii. \$1,000.00 \$1,000.00 from 059-46174-820 Vehicle to 059-46174-810 Equipment

**H. OVER BUDGET REQUEST**

1. FY2023 over budget request (with associated claims) in the amount of \$144.41 as follows:
  - i. Claim from Access Systems in the amount of \$44.51 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase

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- ii. Claim from Tri-State Shred in the amount of \$49.95 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase
- iii. Claim from Tri-State Shred in the amount of \$49.95 to be paid from Document Storage Fund budget line item 039-47184-810 Equipment Purchase