

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
NOVEMBER 12, 2024**

CALL TO ORDER: Jo Daviess County Chairperson LaDon Trost called the meeting to order at 7:00 p.m. on Tuesday, November 12, 2024 in the Jo Daviess County Board Room, Jo Daviess County Administrative Offices in Galena, Illinois.

ROLL CALL was answered as follows: Present – Dianne Allendorf, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, and Don Zillig. Present: 14. Present electronically – Jacob Ambrosia and Darcy Wild. Present electronically: 2. Absent – Joseph Heitkamp. Absent: 1.

State’s Attorney Chris Allendorf was present.

THE PLEDGE OF ALLEGIANCE was led by Chairperson Trost.

THE INVOCATION was given by Jacob Ambrosia.

AGENDA ITEM I – CONSENT AGENDA

A motion to approve the consent agenda was made by Diane Gallagher and seconded by Lynn Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

AGENDA ITEM II - CITIZENS’ COMMENTS

There were no citizens’ comments at this time.

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 the FY 2025 County Board Meeting Dates was made by John Grizzoffi and seconded by Robert Heuerman.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

INFORMATION & COMMUNICATIONS TECHNOLOGY:

The committee had no business to bring before the board.

FINANCE, TAX & BUDGETS:

The fund balance for the Contingency Fund (016) on September 30, 2024 is \$766,274.06.

A committee motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 08-22-156-00 in Guilford Township to Big Nexus, LLC was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman,

Jo Daviess County Board Meeting Minutes

November 12, 2024

Page 2 of 7

Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 09-001-123-00 and 09-001-124-00 in Hanover Township to Barb Invergo and Kenneth Invergo Jr. was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 13-000-047-01 in Rawlins Township to Adam Ruble was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 13-000-047-02 in Rawlins Township to Adam Ruble was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-010-070-00 in Thompson Township to Richard Rodriguez and Cynthia Rodriguez was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 21-001-741-10 in Warren Township to Gokce Capital, LLC was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to approve a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-639-00 in West Galena Township to Adam Ruble was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to exercise an optional year for FY2024 and approve an Audit Engagement Letter with Wipfli, LLP, for Professional Services associated with the Jo Daviess County audit for the year ended

Jo Daviess County Board Meeting Minutes

November 12, 2024

Page 3 of 7

November 30, 2024, at a cost not to exceed \$39,850.00 for the County audit, \$4,800.00 for the single audit, \$4,800.00 for each additional major program, reimbursement of actual direct travel expenses (if any), plus a technology and administration fee equal to six percent (6%) of Wipfli, LLP's professional fees was seconded by John Schultz.

The motion carried by voice vote.

A committee motion to exercise an optional year for FY2024 and approve an Audit Engagement Letter with Wipfli, LLP, for the Transit Section 5311 Annual Financial Report and Schedule of Operating Revenues and Income and Operation Expenses under Downstate Operating Assistance Grant as presented, in conformity with Illinois Department of Transportation Division of Public and Intermodal Transportation, for the year ended June 30, 2024, at a cost not to exceed \$5,250.00, reimbursement of actual direct travel expenses (if any), plus a technology and administration fee equal to six percent (6%) of Wipfli, LLP's professional fees was seconded by John Schultz.

The motion carried by voice vote.

A committee motion to exercise an optional year for FY2024 and approve an Audit Engagement Letter with Wipfli, LLP, for Professional Services associated with the Jo Daviess County Circuit Clerk audit for the year ended November 30, 2024, at a cost not to exceed \$8,000 if the Circuit Clerk excludes the Schedule of Accountabilities, or, at a cost not to exceed \$10,500 if the Circuit Clerk includes the Schedule of Accountabilities, reimbursement of actual direct travel expenses (if any), plus a technology and administration fee equal to six percent (6%) of Wipfli, LLP's professional fees was seconded by John Schultz.

The motion carried by voice vote.

PUBLIC WORKS:

A motion to approve an agreement to provide snow removal and ice control services of roads at Jo-Carroll Depot at a cost not to exceed \$6,500.00 to be paid from line item 002-43141-701 was made by John Creighton and seconded by John Grizzoffi.

The motion carried by voice vote.

LAW ENFORCEMENT & COURTS:

A motion to approve a Public Defender agreement with Thomas J. Nack in the amount of \$77,445.20 beginning December 1, 2024 and ending November 30, 2025 was made by Don Zillig and seconded by Dianne Allendorf.

The motion carried by voice vote.

A motion to approve a Public Defender agreement with Ronald J. Leinen in the amount of \$51,011.50 beginning December 1, 2024 and ending November 30, 2025 was made by Don Zillig and seconded by Lynn Gallagher.

The motion carried by voice vote.

SOCIAL & ENVIRONMENTAL:

The committee had no business to bring before the board.

PLANNING COMMISSION/ZONING BOARD OF APPEALS:

A motion to approve a Special Use Permit to allow for an existing non-agricultural residence on a lot less than forty (40) acres; property is zoned AG Agricultural and located at 483 S. Blackjack Rd., Galena, requested by David & Mary Jo Schoenberger, owners was made by Michael Dittmar and seconded by Diane Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A motion to approve a Special Use Permit to allow for an existing non-agricultural residence on a lot less than forty (40) acres; property is zoned AG Agricultural and located at 5900 N. Pea Ridge Rd., Scales Mount, requested by Alycia E. Lyne and Austin J. Lyne, owners, and Mary Ellen Lyne, petitioner was made by Michael Dittmar and seconded by Diane Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

DEVELOPMENT & PLANNING:

A committee motion to approve a Resolution to Authorize an Amendment to Section 2 of the Intergovernmental Agreement for the Operation of an Enterprise Zone; adding the proposed expansion of the Enterprise Zone to include the Pearl City Elevator, Inc. fueling station/convenience store was seconded by Diane Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

A committee motion to approve an Ordinance Amending the Boundaries of the Joint Northwest Illinois Certified Enterprise Zone to include the Pearl City Elevator, Inc. fueling station/convenience store was seconded by Diane Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

LEGISLATIVE:

The committee had no business to bring before the board.

EXECUTIVE:

A committee motion to appoint Dana Timmerman as the IMRF Authorized Agent for Jo Daviess County was seconded by John Lang.

The motion carried by voice vote.

Don Zillig left the meeting at this time.

A committee motion to approve a Resolution to Amend the Predictable Recording Fee Schedule was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman,

Michael Holt, John Lang, John Schultz, LaDon Trost, and Darcy Wild. Ayes: 15. Nays: 0. Absent – Joseph Heitkamp and Don Zillig. Absent: 2.

AGENDA ITEM V – OTHER COMMITTEES AND BOARDS

There were no reports by other committees or boards at this time.

AGENDA ITEM VI – CITIZENS' COMMENTS

Dan Hankemeier, South River Road, Rice Township approached the board asking for County assistance in maintaining the road by which he resides. He claimed the road is in a state of disrepair and becomes extremely flooded, rendering it unpassable. Mr. Hankemeier was told South River Road is a township road, therefore outside of County jurisdiction. A suggestion to attend Rice Township's Annual Town meeting on the second Tuesday of each April was given to Mr. Hankemeier.

Don Zillig returned to the meeting at this time.

AGENDA ITEM VII – CLOSED SESSION

A motion to enter closed session at 7:54 p.m. was made by Dianne Allendorf and seconded by John Lang to discuss:

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: Appointment to fill the vacancy of County Clerk/Recorder.

The motion carried by voice vote.

The board reconvened at 8:12 p.m. following a motion by Dianne Allendorf and seconded by Lynn Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

AGENDA ITEM VIII – POSSIBLE ACTION AS A RESULT OF CLOSED SESSION

A motion to appoint Dana Timmerman to fill the vacancy of the office of County Clerk/Recorder beginning December 1, 2024 and ending November 30, 2026 was made by Dianne Allendorf and seconded by John Grizzoffi.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 16. Nays: 0. Absent – Joseph Heitkamp. Absent: 1.

AGENDA ITEM IX – BOARD MEMBER CONCERNS

The entire board thanked outgoing County Clerk & Recorder Angela Kaiser for everything she has done in service of the County.

AGENDA ITEM X - ADJOURNMENT

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

The motion carried by voice vote.

Jo Daviess County Board Meeting Minutes

November 12, 2024

Page 6 of 7

Chairperson Trost adjourned the meeting at 8:24 p.m. until 7:00 p.m. Tuesday, December 10, 2024 at the Jo Daviess County Board Room, Jo Daviess County Administrative Offices in Galena, Illinois.

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

Angela Kaiser, County Clerk

**JO DAVIESS COUNTY BOARD
CONSENT AGENDA
NOVEMBER 12, 2024**

A. MINUTES APPROVAL

1. County Board meeting minutes from the October 3, 2024 Special County Board Meeting.
2. County Board meeting minutes from the October 8, 2024 County Board Meeting.
3. County Board meeting minutes from the October 10, 2024 Special County Board Meeting.
4. County Board meeting minutes from the October 15, 2024 Special County Board Meeting.

B. APPOINTMENTS/RESIGNATIONS

1. Appointment of Wayne Raisbeck to serve as a member of the Merit Commission for the remainder of a six year term commencing on June 1, 2024 and ending May 31, 2030.
2. Resignation of Tara Redfearn from the Jo Daviess County Board of Health.
3. Appointment of Dr. Maria Hernandez to serve as a member of the Jo Daviess County Board of Health for the remainder of a three year term ending June 30, 2026.
4. Resignation of Laura Winter as an alternate from the Planning Commission & Zoning Board of Appeals

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATIONS

E. REPORTS & CORRESPONDENCE

1. UCCI Fall Conference Report - Diane Gallagher
2. Decennial Report Listing as of October 18, 2024

F. CLAIMS

1. Claims approval in the amount of \$2,733,023.15 as follows:
 - i. \$1,812,339.40 (Regular Claims)
 - ii. \$708,391.03 (Claims associated w/ IFT's)
 - iii. \$0 (GGMI Hotel/Motel Tax Reimbursement)
 - iv. \$0 (Emergency Purchase)
 - v. \$0 (Special Service Commissions)
 - \$0 (SSA #1 – Warren Area Ambulance Service, Inc.)
 - \$0 (SSA #6 – Galena Area Emergency Medical Service)
 - \$0 (SSA #7 – Elizabeth Community Ambulance Service)

G. LINE ITEM TRANSFERS

1. FY2024 Line Item Transfers Over \$500.00
 - i. \$3,000.00 from 011-43145-801 Land, to 011-43145-702 Professional Service
 - ii. \$1,200.00 from 020-44151-702 Professional Service, to 020-44151-719 Other Service Charges
 - iii. \$3,000.00 from 001-41121-603 Operating Supplies, to 001-41121-503 Dues
 - iv. \$ 3,500.00 from 001-41122-719 Other Service Charges to 001-41122-701 Maintenance Service
 - v. \$ 3,500.00 from 001-41122-719 Other Service Charges, to 001-41122-810 Equipment
 - vi. \$ 5,000.00 from 001-41122-719 Other Service Charges, to 001-41122-702 Professional Service
 - vii. \$ 1,995.00 from 001-41122-725 Union Legal Services, to 001-41122-702 Professional Service
 - viii. \$110,273.87 from 088-46182-805 Buildings, to 088-46182-702 Professional Service