

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
NOVEMBER 14, 2023**

CALL TO ORDER: Jo Daviess County Chairperson LaDon Trost called the meeting to order at 7:00 p.m. on Tuesday, November 14, 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, Michael Holt, John Lang, John Schultz, LaDon Trost, and Don Zillig. Present: 13. Present electronically - Steve McIntyre. Present electronically: 1. Absent - Robert Heuerman, Daniel Holcomb, and Darcy Wild. Absent: 3.

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 Schultz 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, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Ayes: 14. Nays: 0. Absent: 3.

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 FY2024 County Board meeting dates as presented was made by Dianne Allendorf and seconded by Tina Brandel.

The motion carried by voice vote.

A motion to suspend P2019-10 Jo Daviess County Courthouse Parking policy effective November 15, 2023 was made by Diane Gallagher and seconded by John Grizzoffi.

The motion carried by voice vote.

EXECUTIVE:

A motion to approve an agreement for an electrical aggregation program with Nordic Energy at a fixed rate of 7.225 for a term of three years was made by John Schultz and seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a resolution to participate in the service program of the Office of the State's Attorneys Appellate Prosecutor for Fiscal Year 2024 in the amount of \$8,000.00 was seconded by John Lang.

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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, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Ayes: 14. Nays: 0. Absent: 3.

A committee motion to approve a Public Defender agreement with Thomas J. Nack in the amount of \$74,466.54 beginning December 1, 2023 and ending November 30, 2024 was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve a Public Defender agreement with Ronald J. Leinen in the amount of \$49,049.52 was seconded by John Lang.

The motion carried by voice vote.

A committee motion to post the Fiscal Year 2024 Total Employee Compensation packages for highly compensated employees per Public Act 097-0609 on the Jo Daviess County website and bulletin board was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve the purchase of a 2019 Buick Envision from Elizabeth Garage at a cost not to exceed \$15,173.00 for use by the Emergency Management Director was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve a Request for Proposal for Courthouse Move Services with the addition of prevailing wage language was seconded by John Lang.

The motion carried by voice vote.

A committee motion to amend the proposed FY2024 budget, Court Document Storage Fund (039) with revenues of \$524,200.00 and expenses of \$760,000.00 was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve the Transit Training Manager position description as recommended by the Personnel Review committee was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve the placement of the Transit Training Manager position at Grade 9; \$23.74 per hour as recommended by the Personnel Review Committee was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve an intergovernmental agreement with Galena Unit School District No. 120 for the lease of the Galena Primary School from January 1, 2024 through December 31, 2025 at a cost of \$1.00 per year plus utilities was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve a Commercial Lease Agreement with Louis A. Timp Trust for the building located at 9816 U.S. Highway 20 W., Galena, IL from December 1, 2023 through January 1, 2025 at a cost of \$5,000.00 per month including utilities was 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:

The committee had no business to bring before the board.

FINANCE, TAX, & BUDGETS:

A committee motion to award a natural gas supplier contract to Symmetry Energy for a three year term at a fixed rate of \$0.4950 per therm to supply natural gas to the Jo Daviess County Courthouse, Public Safety Building, Waterworks Building, Transit and Health Department Building in Galena and Highway Facilities in Hanover and Galena was seconded by John Schultz.

The motion carried by voice vote.

A motion to postpone the recommendation to approve the implementation of County Policy to assess any property 240 square feet or larger whether on a permanent foundation or not was made by John Schultz and seconded by John Grizzoffi.

A committee motion to approve an Audit Engagement Letter with Wipfli, LLP for the Transit Section 5311 Annual Financial Report and Schedule of Operating Revenues and Income and Operating 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, 2023 at a cost of \$1,750.00 was seconded by John Schultz.

The motion carried by voice vote.

A committee motion to approve an Audit Engagement Letter with Wipfli, LLP for professional services associated with the Jo Daviess County audit for the year ended November 30, 2023 at a cost of \$43,000.00 for the County audit, \$4,750.00 for the single audit, and \$4,750.00 for each additional major program was seconded by John Schultz.

The motion carried by voice vote.

A motion to approve a Resolution to Pay a Mandatory Accelerated Payment to IMRF from the Contingency Fund (016) and reimburse Fund (016) in FY2025 from Fund (013) was made by John Schultz and seconded by Don Zillig.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Tina Brandel, John Creighton, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Ayes: 14. Nays: 0. Absent: 3.

The fund balance for the Contingency Fund (016) on September 30, 2023 was \$650,375.48.

PUBLIC WORKS:

A committee motion to approve an engineering agreement with Willett, Hofmann & Associates of Dixon, Illinois, at a not to exceed cost of \$149,854.00 to be paid from line item 011-43145-702 was seconded by John Creighton.

The motion carried by voice vote.

A committee motion to approve an engineering agreement with WHKS Engineers of East Dubuque, Illinois, at a not to exceed cost of \$5,200.00 to be paid from line item 011-43145-702 was seconded by John Creighton.

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The motion carried by voice vote.

LAW ENFORCEMENT & COURTS:

A committee motion to approve squad maintenance contracts for FY2024 with three local establishments—Palmer Automotive Specialties, Inc. \$37.95/\$41.58/\$60.00, Temperly Auto, \$25.00 standard/\$40.00 synthetic/\$60.00 and Galena Chrysler \$25.28/\$26.35/\$65.00 was seconded by Don Zillig.

The motion carried by voice vote.

A committee motion to award a contract to The Workshop, Galena, IL for inmate food service at the Jo Daviess County Jail for FY2024 at a cost of \$10.00 for lunch with beverage, Monday through Friday only, no holidays was seconded by Don Zillig.

The motion carried by voice vote.

SOCIAL & ENVIRONMENTAL:

A committee motion to approve a Contract with Jo Daviess County Transit and Galena ARC was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and City of Galena-Weekend & Hotels was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and City of Galena-City Limits was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and East Galena Township was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and West Galena Township was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and Riverview Center was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and Galena Public Library District was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and Stephenson County Senior Resource Center was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and The Workshop was seconded by Dianne Allendorf.

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The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and The Jo Daviess Conservation Foundation was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and Galena Stauss Senior Care was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and The Galena Foundation was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a Contract with Jo Daviess County Transit and The Mop Shop was seconded by Dianne Allendorf.

The motion carried by voice vote.

A committee motion to approve a resolution to establish an Ad-Hoc Technical Advisory Committee of key stakeholders for the Transit Statewide/Non-Metropolitan Transportation Planning Federal Section 5305 (e) Grant in regard to the project of Comprehensive Analysis of Demand Response Ridership and Transit-Dependent Demographics in Jo Daviess County 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, Michael Holt, John Lang, Steve McIntyre, John Schultz, LaDon Trost, and Don Zillig. Ayes: 14. Nays: 0. Absent: 3.

A motion to appoint Dianne Allendorf, Diane Gallagher, Michael Dittmar, Jen Hay, Don Hill, David Schmit, Barb Hocker, Steve Ciangi, LaDon Trost and Tina Brandel to the Ad-Hoc Technical Advisory Committee was made by Dianne Allendorf and seconded by John Schultz.

The motion carried by voice vote.

PLANNING COMMISSION/ZONING BOARD OF APPEALS:

There was no business to bring before the board at this time.

LEGISLATIVE:

The committee had no business to bring before the board.

AGENDA ITEM V – OTHER COMMITTEES AND BOARDS

JO DAVIESS COUNTY AD-HOC COURTHOUSE COMMITTEE:

A motion to approve Shive-Hattery Amendment No. 5: Furniture, Furnishings and Equipment Design at a cost not to exceed \$35,500.00 was made by LaDon Trost and seconded by John Lang.

The motion carried by voice vote.

AGENDA ITEM VI – CLOSED SESSION

There was no need for closed session.

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

There was no action as a result of closed session.

AGENDA ITEM VIII – BOARD MEMBER CONCERNS

Diane Gallagher encouraged members to visit www.planjodaviess.com to see the Comprehensive Plan draft progress.

Joseph Heitkamp is very impressed by the amount of grant funding that the County receives.

John Schultz reminded the members that the 2024 General Primary filing period starts on November 27, 2023.

Steve Endress congratulated the Galena Volleyball team for their first ever State Championship and the Warren Football team for making it once again to the State finals.

Dianne Allendorf asked if the board packets could be made available earlier to better prepare board members.

AGENDA ITEM IX – CITIZENS' COMMENTS

Nicole Hermsen, Transit Director/PCOM thanked the board for the continued support of Jo Daviess County Transit.

AGENDA ITEM X - ADJOURNMENT

A motion to adjourn was made by John Schultz and seconded by Don Zillig.
The motion carried by voice vote.

Chairperson Trost adjourned the meeting at 8:32 p.m. until 7:00 p.m. Tuesday, December 12, 2023 at the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.



Angela Kaiser, County Clerk

JO DAVIESS COUNTY BOARD
CONSENT AGENDA
NOVEMBER 14, 2023

A. MINUTES APPROVAL

1. County Board Budget Workshop meeting minutes from the October 5, 2023 Special County Board Budget Workshop Meeting.
2. County Board meeting minutes from the October 10, 2023 County Board Meeting.
3. County Board Budget Workshop meeting minutes from the October 12, 2023 Special County Board Budget Workshop Meeting.
4. County Board Budget Workshop meeting minutes from the October 18, 2023 Special County Board Budget Workshop Meeting.

B. APPOINTMENTS/RESIGNATIONS

1. Reappointment of Gary Diedrick to serve as a member of the Planning Commission and Zoning Board of Appeals for a five year term ending December 31, 2028.
2. Reappointment of Ron Mapes to serve as a member of the Planning Commission and Zoning Board of Appeals for a five year term ending December 31, 2028.
3. Appointment of Brynn Calow to serve as a member of the Special Service Area Commission for Special Service Area #1 for the remainder of a two year term ending November 30, 2024.

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATIONS

E. REPORTS & CORRESPONDENCE

F. CLAIMS

1. Claims approval in the amount of \$1,324,396.93 as follows:
 - i. \$970,475.10 (\$846,100.67 Regular Claims + Claims associated w/LIT's \$124,374.43)
 - ii. \$34,907.18 (Over Budget Requests)
 - iii. \$126,468.09 (GGMI Hotel/Motel Tax Reimbursement)
 - iv. \$192,546.56 (Special Service Area Commissions)
 - Warren Area Ambulance Service, Inc. - SSA #1 - \$45,788.57
 - Galena Area Emergency Medical Service – SSA #6 - \$83,692.80
 - Elizabeth Community Ambulance Service – SSA #7 - \$63,065.19

G. LINE ITEM TRANSFERS

1. FY2023 Line Item Transfers (with associated claims) in the amount of \$24,870.00 as follows:
 - i. \$1,000.00 \$1,000.00 from 001-41121-706 Printing to 001-41121-502 Travel Expenses
 - ii. \$8,000.00 \$8,000.00 from 001-41121-611 Automotive Fuel/Oil to 001-41121-606 Minor Equipment & Small Tools
 - iii. \$3,875.00 \$3,875.00 from 001-41121-725 Union Legal Services to 001-41121-701 Maintenance Service
 - iv. \$1,995.00 \$1,995.00 from 001-41122-725 Union Legal Services to 001-41122-701 Maintenance Service
 - v. \$3,000.00 \$3,000.00 from 001-41124-701 Contractual Maintenance to 001-41124-810 Equipment Purchase

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- vi. \$3,000.00 \$3,000.00 from 001-41124-725 Union Legal Services to 001-41124-905
Miscellaneous Expense
- vii. \$1,000.00 \$1,000.00 from 002-43141-901 Contingency to 002-43141-704 Telephone
- viii. \$21,743.68 \$21,743.68 from 021-43146-601 Maintenance Supplies to 021-43146-990
Interfund Transfer
- ix. \$25,000.00 \$25,000.00 from 071-44163-702 Professional Service to 071-44163-611
Automotive Fuel/Oil
- x. \$3,000.00 \$1,500.00 from 001-40108-501 Education Expense and \$1,500.00 from 001-40108-
502 Travel Expense to 001-40108-702 Professional Services

H. OVER BUDGET REQUEST

- 1. FY2023 Over budget request (with associated claims) in the amount of \$34,907.18 as follows:
 - i. Claim from Tri-State Shred in the amount of \$89.90 to be paid from Document Storage Fund
budget line item 039-47184-810 Equipment Purchase
 - ii. Claim from Exela Technologies in the amount of \$34,647.48 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 \$169.80 to be paid from Document Storage Fund
budget line item 039-47184-810 Equipment Purchase