

JO DAVIESS COUNTY BOARD MEETING

Jo Daviess County Courthouse
330 N. Bench St., Galena
County Board Room, 3rd Floor
Tuesday, December 12, 2023 at 7:00 p.m.

Meeting is Accessible via Audio Call-in

REVISED AGENDA

3rd 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.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION AND THOUGHT FOR THE DAY

I. CONSENT AGENDA

A. MINUTES APPROVAL

1. County Board meeting minutes from the November 14, 2023 County Board Meeting **7 - 14**
2. County Board meeting minutes from the November 21, 2023 Special County Board Budget Hearing. **15 - 16**

B. APPOINTMENTS/RESIGNATIONS

1. Reappointment of Robert Spoerl to serve as a member of the Jo Daviess-Carroll Joint Action Solid Waste Planning Agency for a three year term ending **November 30**, 2026.

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATIONS

E. REPORTS & CORRESPONDENCE

1. **Thank you note from the John Meyerhofer family** **17 - 18**

F. CLAIMS 21 - 58

1. Claims approval in the amount of \$652,025.29 as follows:
 - i. \$329,070.31 (Regular Claims \$325,289.46 + Claims associated w/LIT's \$3,780.85)
 - ii. \$49.95 (Over Budget Requests)
 - iii. \$126,834.59 (GGMI Hotel/Motel Tax Reimbursement)
 - iv. \$11,004.75 (IMRF Retirement Accelerated Payment Contribution)
 - v. \$15,173.00 (Emergency Purchase – EMA Vehicle) **59**
 - vi. \$169,892.69 (Bond Payment/Amalgamated Bank) **60 - 62**

G. LINE ITEM TRANSFERS

1. **FY2023 Line Item Transfers (with associated claims)** in the amount of \$4,000.00 as follows:
 - i. \$1,000.00 \$1,000.00 from 001-41121-611 Fuel to 001-41121-441 Uniforms **63**
 - ii. \$1,000.00 \$1,000.00 from 001-41121-441 Fuel to 001-41121-441 Uniforms **64**
 - iii. \$2,000.00 \$2,000.00 from 002-43141-901 County Highway Contingency to 002-43141-701 Maintenance Service **65 - 66**

H. OVER BUDGET REQUEST

1. **FY2023 over budget request (with associated claims)** in the amount of \$49.95 as follows:
 - i. 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. **67**

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.

2. UNFINISHED BUSINESS

3. NEW BUSINESS & COMMITTEE REPORTS

A. Discussion and possible action to award a bid to _____ at a cost not to exceed _____ for move services for the Jo Daviess County Courthouse to be paid from Fund 088 Courthouse Renovation Fund line item 702 Professional Service.

B. Information & Communications Technology

C. Development & Planning

D. Finance, Tax & Budgets

1. Discussion and possible action to approve a Resolution to Assess Outdoor Shed Type Structures (Recommended by the Finance, Tax & Budgets Committee, meeting of October 26, 2023. Postponed from the County Board Special Meeting of November 21, 2023). **68**

2. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 05-004-125-00 in Dunleith Township to Janis L. Spitzack (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **69**
3. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 05-501-590-00 in Dunleith Township to Mariah Wallace, Andrew Wallace (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **70**
4. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 08-203-136-00 in Guilford Township to Mark Toalson, Dianne C. Toalson (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **71**
5. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 11-001-100-00 in Nora Township to Jeff Dear (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **72**
6. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-004-048-00 in Thompson Township to Renita Smith (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **73**
7. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-011-093-00 in Thompson Township to Kevin Rogers (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **74**
8. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-011-094-00 in Thompson Township to Kevin Rogers (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **75**
9. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-297-00 in West Galena Township to Paul Orzeske (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **76**
10. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 22-100-555-00 in West Galena Township to James Digman (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **77**
11. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 21-001-496-06 in Warren Township to Handfelt Investments, LLC, Eric Handfelt (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **78**
12. Consideration of a recommendation to approve amending Policy 2021-10 Prioritized Options to Reduce Expenses (Recommended by the Finance, Tax & Budgets Committee, meeting of November 30, 2023). **79 - 81**
13. Discussion and possible action to 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, 2023 at a cost not to exceed \$10,000 (Not a recommendation of the Finance, Tax & Budgets Committee, document not available in November). **82 - 88**
14. The fund balance for the Contingency Fund (016) on 10/31/2023 is **\$610,569.24**.

E. Public Works 89 - 92

1. Consideration of a recommendation to approve a County Engineer Salary Resolution in the amount of \$119,325.90 with an additional \$38,660.53 for IMRF, Health Insurance, and FICA (Recommended by the Public Works Committee, meeting of November 27, 2023).
2. Consideration of a recommendation to approve the purchase of a 2017 Chevrolet 2500 HD from Runde Chevrolet, East Dubuque, IL at a cost of \$36,940 to be paid from 059-46174-820 (Recommended by the Public Works Committee, meeting of November 27, 2023).
3. Consideration of a recommendation to approve an Agreement to Provide Snow Removal and Ice Control Services of Roads at Jo-Carroll Depot at a cost of \$6,500 to be paid from line item 002-43141-701 (Recommended by the Public Works Committee, meeting of November 27, 2023).
4. Consideration of a recommendation to approve a Request from the Village of Elizabeth for a 50/50 Culvert Cost Share Project on Myrtle Street at a cost not to exceed \$100,000 to be paid from 011-43145-890 (Recommended by the Public Works Committee, meeting of November 27, 2023).

F. Law Enforcement & Courts

1. Consideration of a recommendation to approve sole/single source procurement of equipment from RGB Spectrum at a cost of \$68,823.00 to upgrade the PSAP (Recommended by the Law Enforcement & Courts Committee, meeting of November 20, 2023). **93 - 96**

G. Social & Environmental

1. Consideration of a recommendation to approve a Contract with Jo Daviess County Transit and The Elizabeth Food Basket (Recommended by the Social & Environmental Committee, meeting of November 16, 2023). **97 - 101**
2. ~~Discussion and possible action on~~ Consideration of a recommendation to approve a Contract with Jo Daviess County Transit and Medical Transportation Management Inc (MTM) (Recommended by the Social & Environmental Committee, meeting of November 16, 2023). **102 - 120**
3. Discussion and possible action regarding an Ordinance Amending the Code of Ordinances of Jo Daviess County, Title 5, Public Health and Safety, Chapter 5 Animal Control, (New) Section 7 Fines/Fees Collected; Deposit in Animal Control Fund (Recommended by the Social & Environmental Committee, meeting of November 16, 2023). **121 - 122**

H. Planning Commission/Zoning Board of Appeals

1. Case #23-76 Discussion and possible action to approve a request for a Special Use Permit by SV CSG Wards Grove Solar, LLC (SunVest Solar, LLC) to allow for a community solar facility. Property is zone AG Agricultural District, located at TBD US Route 20 East, Lena IL 61048 (Recommendation of approval by the Planning Commission/ZBA at the November 15, 2023 meeting). **123 - 156**

I. Legislative

J. Executive

1. Consideration of a recommendation to approve the Non-Represented Employee Classification/Compensation Plan and Performance Management/Evaluation/Merit Pay Policy and related forms (Recommended by the Executive Committee, meeting of December 5, 2023). **157 - 172**

2. Consideration of a recommendation to abolish P2019-2 Performance Management, Performance Evaluation, & Employee Merit Pay Policy and related forms (Recommended by the Executive Committee, meeting of December 5, 2023). **173 - 177**
3. Consideration of a recommendation to abolish P2019-3 New Position Classification & Reclassification Review Policy and related forms (Recommended by the Executive Committee, meeting of December 5, 2023). **178 - 181**
4. Consideration of a recommendation to amend P2023-5 Retiree Health Insurance Assistance Policy (Recommended by the Executive Committee, meeting of December 5, 2023). **182**
5. Consideration of a recommendation to amend the Employee Handbook (Recommended by the Executive Committee, meeting of December 5, 2023). **183 - 188**
6. Consideration of a recommendation to amend P-2018-2 Emergency County Office Closing Policy (Recommended by the Executive Committee, meeting of December 5, 2023). **189 - 190**
7. Consideration of a recommendation to reduce the number of members of the Personnel Review Committee to twelve (12) members: four (4) County Board members, one (1) County Administrator, seven (7) Department Heads/Employees (Recommended by the Executive Committee, meeting of December 5, 2023).

OTHER COMMITTEES & BOARDS

I. JO DAVIESS COUNTY AD-HOC COURTHOUSE COMMITTEE

II. BOARD MEMBER CONCERNS

III. 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.

IV. 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: Request to waive one year notification requirement per P2023-5.

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."

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, January 9, 2024 at 7:00 pm.

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
1 (309) 205-3325 (US Cellular users)
1 (507) 473-4847 US

Meeting ID: 986 3632 5254
Password: 229369

Call-in information is also available on the JDC website at www.jodaviesscountyl.gov