

JO DAVIESS COUNTY BOARD MEETING

Jo Daviess County Courthouse
330 N. Bench St., Galena
County Board Room, 3rd Floor
Tuesday, December 14, 2021 @ 7:00 p.m.

Meeting is Accessible via Audio Call-in

REVISED AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION AND THOUGHT FOR THE DAY

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.

I. CONSENT AGENDA

A. MINUTES APPROVAL

1. County Board meeting minutes from the November 9, 2021 County Board Meeting
2. County Board meeting minutes from the November 16, 2021 Special Board meeting and Budget Hearing

B. APPOINTMENTS/RESIGNATIONS

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATION

E. REPORTS & CORRESPONDENCE

F. CLAIMS

1. Claims approval in the amount of \$1,205,999.45 as follows:
 - i. \$923,854.21 (Regular Claims \$902,790.02 + Claims associated w/LIT's \$21,064.19)
 - ii. \$128,236.44 (GGMI Hotel/Motel Tax Reimbursement - Overbudget)
 - iii. \$4,517.97 (COVID-19 Claims to be paid from Contingency Fund)

iv. **\$149,390.83** (Special Service Area Commissions)

- Warren Area Ambulance Service, Inc. - SSA #1 - \$20,102.18
- Galena Area Emergency Medical Service – SSA #6 - \$79,085.04
- Elizabeth Community Ambulance Service – SSA #7 - \$50,203.61

2. Emergency Telephone Systems Board Fund claims in the amount of **\$16,027.34**

G. LINE ITEM TRANSFERS

1. **FY2021 Line Item Transfers (without associated claims)** in the amount of **\$4,371.36** as follows:

- \$4,110.46** \$4,110.46 from 001-40103-403 Salaries – Part-time to 001-40103-401 Salaries – Full-time
- \$ 260.90** \$260.90 from 001-40103-451 Mileage to 001-40103-411 Health Insurance

2. **FY2021 Line Item Transfers (with associated claims)** in the amount of **\$27,467.82** as follows:

- \$ 600.00** \$600.00 from 001-41121-703 Postage to 001-41121-502 Travel Expenses
- \$3,285.00** \$649.35 from 001-41121-504 Publications, \$502.49 from 001-41121-606 Equipment & Tools, \$350.00 from 001-41121-703 Postage, \$348.21 from 001-41121-706 Printing and \$1,434.95 from 001-41121-603 Operating Supplies to 001-41121-702 Professional Service
- \$6,000.00** \$6,000.00 from 001-41122-401 Salaries – Full-time to 001-41122-719 Other Service Charges
- \$7,274.60** \$7,274.00 from 001-41123-704 Telephone to 001-41123-604 Computer Supplies
- \$ 860.20** \$860.20 from 001-41125-601 Maintenance Supplies to 001-41125-701 Maintenance Service
- \$ 574.02** \$574.02 from 001-45163-704 Telephone to 001-45163-451 Mileage
- \$ 500.00** \$500.00 from 001-41121-603 Operating Supplies to 001-41121-611 Fuel
- \$ 6,000.00** \$6,000.00 from 001-41122-405 Overtime to 001-41122-711 Utilities
- \$1,596.00** \$1,596.00 from 001-41127-451 Mileage to 001-41127-702 Professional Service
- \$ 778.00** \$778.00 from 001-44127-502 Travel Expense to 001-41127-702 Professional Service

3. **FY2022 Line Item Transfers (with associated claims)** in the amount of **\$800.00** as follows:

- \$ 800.00** \$800.00 from 002-43141-901 Contingency to 002-43141-441 Uniform Allowance

H. OVER BUDGET REQUESTS

1. Over Budget Requests (with associated claims) in the amount of **\$128,236.44** as follows:

- Claim from GGMI in the amount of \$128,236.44 to be paid from line item 027-45161-918 GGMI Hotel/Motel Tax Contract, over budget by \$23,085.68.

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 on a Resolution to Amend and Extend the Jo Daviess County Emergency Disaster Declaration Due to COVID-19 in Jo Daviess County.

B. Planning Commission/Zoning Board of Appeals

1. Consideration of a recommendation to approve a special use permit to allow for a non-agricultural residence on a lot less than forty acres located on a portion of the subject property (address TBD on W Sand Hill Road, Galena) (Recommended by the Planning Commission/Zoning Board of Appeals, meeting of November 17, 2021).
2. Consideration of a recommendation to approve a special use permit to allow for a non-agricultural residence on a lot less than forty acres located on a portion (9.64 acres) of the subject property (address TBD on N Main Street, East Dubuque; across from 7039) (Recommended by the Planning Commission/Zoning Board of Appeals, meeting of November 17, 2021).

C. Legislative

D. Executive

1. Consideration of a recommendation to approve the reapportionment plan with the County Board district boundary changes as presented (Recommended by the Executive Committee, meeting of December 7, 2021).
2. Consideration of a recommendation to approve a Resolution Establishing Compensation for County Board members with the amounts discussed and approved (Recommended by the Executive Committee, meeting of December 7, 2021).
3. Consideration of a recommendation to approve changes to the precinct boundary lines of Dunleith I, Dunleith II, Dunleith III, Stockton I, Stockton II, West Galena I, West Galena II and West Galena III and the combination of Warren I and Warren II into one precinct (Recommended by the Executive Committee, meeting of December 7, 2021).
4. Consideration of a recommendation to approve a Resolution to Approve the Reclassification of the Administrative Assistant Position – Administration, Amend the Jo Daviess County Pay Grade Structure, and Approve the Updated Position Description (Recommended by the Executive Committee, meeting of December 7, 2021).
5. Consideration of a recommendation to approve a Resolution Authorizing Execution and Amendment of the Federal Section 5311 Grant Agreement (Recommended by the Executive Committee, meeting of December 7, 2021).
6. Consideration of a recommendation to approve increasing the Chief County Assessment Officer salary to \$63,914 (Recommended by the Executive Committee, meeting of December 7, 2021).
7. Consideration of a recommendation to approve hiring a GIS/IT Systems Manager at a Grade 14, Step 3, which is a salary of \$58,087 (Recommended by the Executive Committee, meeting of December 7, 2021).

8. Consideration of a recommendation to approve an advance step hire of a Highway Staff Engineer at a Grade 12, with a salary of \$62,000 (Recommended by the Executive Committee, meeting of December 7, 2021).

E. Finance, Tax & Budgets

1. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-003-123-00 in Thompson Township to Apple Canyon Lake Property Owners Association (Recommended by the Finance, Tax & Budgets Committee, meeting of November 16, 2021).
2. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of County's interest in parcel 18-008-020-00 in Thompson Township to Apple Canyon Lake Property Owners Association (Recommended by the Finance, Tax & Budgets Committee, meeting of November 16, 2021).
3. The fund balance for the Contingency Fund (016) on 10/31/2021 is **\$316,317.22**

F. Information & Communications Technology

1. Consideration of a recommendation to approve an intergovernmental agreement with the Apple Canyon Lake Property Owners Association on cost sharing for the 2021 Digital Orthophotography Project (Recommended by the Information and Communications Technology Committee, meeting of November 30, 2021)

G. Jo Daviess County Special Service Area Commissions

H. Development & Planning

1. Consideration of a recommendation to direct staff to prepare a text amendment to the zoning ordinance to eliminate the grade requirement in the Guest Accommodations section (8—5B-46) (Recommended by the Development & Planning Committee, meeting of November 23, 2021)

I. Public Works

1. Consideration of a recommendation to approve a bid from Virtue Motors, Darlington, WI, at a cost of \$39,150 for a gas powered Ford F550 1 ton truck chassis to be paid from line item 059-46174-820 (Recommended by the Public Works Committee, meeting of November 22, 2021).
2. Consideration of a recommendation to approve an agreement to provide snow removal and ice control services of roads at Jo-Carroll Depot to be paid from line item 002-43141-701 (Recommended by the Public Works Committee, meeting of November 22, 2021).

J. Law Enforcement & Courts

K. Social & Environmental

1. Consideration of a recommendation to approve a letter of support of Passenger Rail in Jo Daviess County (Recommended by the Social & Environmental Committee, meeting of November 18, 2021)

OTHER COMMITTEES & BOARDS

I. BOARD MEMBER CONCERNS

II. 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.

III. 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 – Chief County Assessment Officer, GIS/IT IT Systems Manager, Highway Staff Engineer/Advance Step Hire

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 11, 2022 @ 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

Meeting ID: 986 3632 5254

Password: 229369

Call-in information is also available on the JDC website at **www.jodaviess.org**