

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
DECEMBER 14, 2021**

CALL TO ORDER: Jo Daviess County Chairperson Don Hill called the meeting to order at 7:00 p.m. on Tuesday, December 14, 2021 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

ROLL CALL was answered as follows: Present – William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, John Schultz, LaDon Trost, and Don Zillig. Present: 11. Present electronically – Dianne Allendorf, Hendrica Regez, and Darcy Wild. Present electronically: 3. Absent- Staci Duerr and Steve McIntyre. Absent: 2. Vacant: 1.

THE PLEDGE OF ALLEGIANCE was led by Chairperson Hill.

Steve McIntyre entered the meeting electronically at this time.

THE INVOCATION and thought for the day were given by William Bingham.

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, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

AGENDA ITEM II - CITIZENS' COMMENTS

Colleen Farrell, President of the 708 Mental Health Board addressed the article that is featured in the current Galena Gazette regarding the duties and responsibilities of the 708 board. She assures the County Board that they are doing everything they are supposed to do as allowed by state statute. They work closely with the Grant Administrator to ensure providers are properly paid for contracted services. She asks that any County Board member that has questions or concerns please reach out to her at any time.

Mike Dittmar, Elizabeth expressed his displeasure at what he perceives as a lack of transparency in the process of the County Board Reapportionment Plan. He urges board members to vote against the proposed plan and hold a public hearing for citizen input.

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 a resolution to amend and extend the Jo Daviess County Emergency Disaster Declaration due to COVID-19 in Jo Daviess County with an amended ending date of January 12, 2022 was made by William Bingham and seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Darcy Wild, and Don Zillig. Ayes: 11. Nays - Robert Heuerman, Steve McIntyre, John Schultz, and LaDon Trost. Nays: 4. Absent – Staci Duerr. Absent: 1. Vacant: 1.

PLANNING COMMISSION/ZONING BOARD OF APPEALS:

A motion to approve a special use request 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) was made by Don Zillig and seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 14. Nays - Hendrica Regez Nays: 1. Absent – Staci Duerr. Absent: 1. Vacant: 1.

A motion to approve a special use request 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) was made by Don Zillig and seconded by Robert O'Connor.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

LEGISLATIVE:

The committee had no business to bring before the board.

EXECUTIVE:

A committee recommendation to approve the reapportionment plan with the County Board district boundary changes as presented was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Diane Gallagher, Robert Heuerman, Don Hill, John Lang, Hendrica Regez, John Schultz, LaDon Trost, and Don Zillig. Ayes: 10. Nays - John Korth and Steve McIntyre. Nays: 2. Abstain - Janet Checker, Robert O'Connor, and Darcy Wild. Abstentions: 3. Absent – Staci Duerr. Absent: 1. Vacant: 1.

A committee motion to approve a Resolution Establishing Compensation for County Board members with the amounts discussed and approved was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

A committee motion to approve a resolution to change 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 to combine Warren I and Warren II into one precinct was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Lang, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 12. Nays - John Korth and Steve McIntyre. Nays: 2. Abstain - Robert O'Connor. Abstentions: 1. Absent – Staci Duerr. Absent: 1. Vacant: 1.

A committee 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 was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez,

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John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

A committee motion to approve a Resolution Authorizing Execution and Amendment of the Federal Section 5311 Grant Agreement was seconded by John Lang.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

Items D6, D7, and D8 will be addressed after closed session.

FINANCE, TAX, & BUDGETS:

A committee motion 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 was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

A committee motion 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 was seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

The fund balance for the Contingency Fund (016) on October 31, 2021 was \$316,317.22.

INFORMATION & COMMUNICATIONS TECHNOLOGY:

A committee motion to approve an intergovernmental agreement with the Apple Canyon Lake Property Owners Association on cost sharing for the 2021 Digital Orthophotography Project was seconded by John Korth.

The motion carried by voice vote.

SPECIAL SERVICE AREA COMMISSIONS:

Chairperson Hill regrettably informs the board of the recent passing of former commission member Robert Hutchinson. The board extends its condolences to his family.

DEVELOPMENT & PLANNING:

The committee 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) was seconded by Diane Gallagher.

The motion failed by roll call vote. Ayes – Robert Heuerman, Hendrica Regez, and Darcy Wild. Ayes: 3. Nays - Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, John Schultz, LaDon Trost, and Don Zillig. Nays: 12. Absent – Staci Duerr. Absent: 1. Vacant: 1.

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PUBLIC WORKS:

A committee motion 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 was seconded by LaDon Trost.

The motion carried by voice vote.

A committee motion 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 was seconded by LaDon Trost.

The motion carried by voice vote.

LAW ENFORCEMENT & COURTS:

The committee had no business to bring before the board at this time.

SOCIAL & ENVIRONMENTAL:

A committee motion to approve a letter of support of Passenger Rail in Jo Daviess County was seconded by Don Hill.

The motion carried by voice vote with nay votes recorded for Robert Heuerman, John Korth, John Lang, John Schultz, LaDon Trost, and Don Zillig.

AGENDA ITEM V – OTHER COMMITTEES AND BOARDS

John Schultz, Jo Carroll Foreign Trade Zone reports of a three year operator contract that was recently signed. The Foreign Trade Zone provides storage for businesses that receive goods from overseas until such time as the goods are needed. When storage is utilized with the Zone, which operates from the Jo-Carroll Depot, the business can postpone paying import duty until the goods are actually used.

AGENDA ITEM VI – BOARD MEMBER CONCERNS

Robert O'Connor reminds board members that members of the 708 Mental Health Board are volunteers, not paid employees.

Hendrica Regez asked that the board consider further research into what a 708 Mental Health Board can and cannot do.

Diane Gallagher invited board members to attend the January 25, 2022 Development and Planning Committee meeting, as they will have a speaker. The meeting starts at 5:30 p.m.

John Lang thanked Diane Williams and Joe Kratcha for the work they did in preparing the maps and legal descriptions for the reapportionment plan.

AGENDA ITEM VII – CITIZENS' COMMENTS

Melisa Hammer, County Treasurer addressed the vote result for the resolution extending the disaster declaration. She reminds board members that the declaration is required in order for continued eligibility of federal funding.

AGENDA ITEM VIII – CLOSED SESSION

A motion to enter closed session at 8:26 p.m. was made by John Lang and seconded by William Bingham 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

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validity.” Topic of Discussion – Chief County Assessment Officer, GIS/IT Systems Manager, Highway Staff Engineer/Advance Step Hire.

The motion carried by voice vote.

The board reconvened at 8:56 p.m. following a motion by Steve McIntire and seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O’Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Ayes: 15. Nays: 0. Absent – Staci Duerr. Absent: 1. Vacant: 1.

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

EXECUTIVE:

A committee recommendation to approve increasing the Chief County Assessment Officer salary to \$63,914 effective December 1, 2021 was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve hiring a IT Systems Manager at a Grade 14, Step 3, which is a salary of \$58,087 was seconded by John Lang.

The motion carried by voice vote.

A committee motion to approve an advance step hire of a Highway Staff Engineer at a Grade 12, with a salary of \$62,000 was seconded by John Lang.

The motion carried by voice vote.

AGENDA ITEM X - ADJOURNMENT

A motion to adjourn was made by John Korth and seconded by Janet Checker.

The motion carried by voice vote.

Chairperson Hill adjourned the meeting at 8:59 p.m. until 7:00 p.m. Tuesday, January 11, 2022 at the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

JO DAVIESS COUNTY BOARD
CONSENT AGENDA
DECEMBER 14, 2021

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 County Board Special Meeting and Budget Hearing.

B. APPOINTMENTS/RESIGNATIONS

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATIONS

E. REPORTS & CORRESPONDENCE

F. CLAIMS

1. Claims approval in the amount of \$1,205,999.45 as follows:
 - i. \$923,854.21 (\$902,790.02 Regular Claims + Claims associated w/LIT's \$21,064.19)
 - ii. \$128,236.44 (GGMI Hotel/Motel Tax Reimbursement – Over budget request)
 - 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:
 - i. \$4,110.46 \$4,110.46 from 001-40103-403 Salaries-Part-time to 001-40103-401 Salaries-Full-time
 - ii. \$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:
 - i. \$600.00 \$600.00 from 001-41121-703 Postage to 001-41121-502 Travel Expenses
 - ii. \$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
 - iii. \$6,000.00 \$6,000.00 from 001-41122-401 Salaries-Full-time to 001-41122-719 Other Service Charges
 - iv. \$7,274.60 \$7,274.00 from 001-41123-704 Telephone to 001-41123-604 Computer Supplies
 - v. \$860.20 \$860.20 from 001-41125-601 Maintenance Supplies to 001-41125-701 Maintenance Service
 - vi. \$574.02 \$574.02 from 001-45163-704 Telephone to 001-45163-451 Mileage
 - vii. \$500.00 \$500.00 from 001-41121-603 Operating Supplies to 001-41121-611 Fuel
 - viii. \$6,000.00 \$6,000.00 from 001-41122-405 Overtime to 001-41122-711 Utilities

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- ix. \$1,596.00 \$1,596.00 from 001-41127-451 Mileage to 001-41127-702 Professional Service
 - x. \$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:
- i. \$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:
 - i. 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

**CLOSED SESSION
JO DAVIESS COUNTY BOARD MEETING
DECEMBER 14, 2021**

The board entered closed session at 8:27 p.m. to discuss:

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 Systems Manager, Highway Staff Engineer/Advance Step Hire.

Present were members Dianne Allendorf, William Bingham, Janet Checker, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Steve McIntyre, Robert O'Connor, Hendrica Regez, John Schultz, LaDon Trost, Darcy Wild, and Don Zillig. Present: 15. County Administrator Scott Toot, State's Attorney Chris Allendorf, and County Clerk Angela Kaiser were also present.

Scott Toot started the discussion by explaining the reasoning for the C.C.A.O. Laura Edmonds' request to have her salary increased. She has compiled a list of assessors in the state, with the number of parcels they have and their current salary, to present in support of her request. Laura has been employed by the County since 2008, first as a Chief Deputy and then appointed C.C.A.O. in 2019. The position's salary is significantly lower than what the market would suggest is fair and she is asking for the board's consideration in raising it to a level that is more competitive. A mitigating factor in her request is that early in 2021, another department head in the same grade level of 12 was hired at an advance step salary of \$59,900. This person was hired with no experience and has created an unfair discrepancy within the department heads in this grade level. Scott is recommending an 8% increase in salary for Laura, which would bring it to \$63,914 annually.

Angela Kaiser asked the members to state an effective date when making their motion in open session. The members collectively agree a start date of December 1, 2021 makes the most sense.

Joe Kratcha entered closed session at 8:36 p.m.

Joe is asking the committee to approve the hiring of current IT Technician Zach Schieltz as the GIS/IT Systems Manager at a Grade 14, Step 3, which would be a salary of \$58,087. He confirmed that his FY2022 budget will not be negatively impacted by this promotion.

Joe Kratcha left closed session and Steve Keeffer entered closed session at 8:42 p.m.

Steve is asking the committee to approve the advance step hire of a staff engineer at Grade 12 with a salary of \$62,000. He believes this is what the market reflects for recent engineering graduates and hopes to groom him to eventually be ready to be Steve's replacement at the time of his retirement. The cost of hiring a staff engineer was approved during the FY2022 budget process, therefore there will be no changes required.

Steve Keeffer left closed session at 8:46 p.m.

Chris Allendorf took this time to update the board of numerous class action suits that have been brought against opioid companies, pharmaceutical companies and their distributors, that many of the 50 state Attorney Generals have signed on to. Illinois is one of these states and they have reached a settlement agreement with the major companies for several hundred million dollars, with the potential of \$230,000 coming to Jo Daviess County. The deadline to participate in this lawsuit is January 2, 2022, so Chris spoke to Don Hill and Scott Toot and has went ahead and registered the county for this. There will be restrictions on how the funds can be used, but it appears the restrictions will be very loose and broadly interpreted. He will keep the board updated on the progress in this ongoing settlement.

The board left closed session at 8:55 p.m.

Opened 10.03.23