

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
JANUARY 14, 2025**

CALL TO ORDER: Jo Daviess County Chairperson LaDon Trost called the meeting to order at 7:00 p.m. on Tuesday, January 14, 2025 in the Jo Daviess County Board Room, Jo Daviess County Administrative Offices in Galena, Illinois.

ROLL CALL was answered as follows: Present – Dianne Allendorf, Jacob Ambrosia, Peggy Bastian, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, and Don Zillig. Present: 17. Absent: 0.

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 as corrected was made by Diane Gallagher and seconded by John Schultz.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Peggy Bastian, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, and Don Zillig. Ayes: 17. Nays: 0.

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

Galena Country Tourism FY24 Quarterly Report presented by Terry Mattson.

DEVELOPMENT & PLANNING:

A committee motion to approve a Revolving Loan Fund application from S&K Packaging in East Dubuque and to award a loan of \$25,000.00 was seconded by Diane Gallagher.

The motion carried by voice vote.

A committee motion to approve a Resolution to Establish a First-Time Homebuyer Assistance Loan Program was seconded by Diane Gallagher.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Peggy Bastian, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Schultz, LaDon Trost, and Don Zillig. Ayes: 15. Nays – John Grizzoffi and John Lang. Nays: 2.

LEGISLATIVE:

A motion to amend the FY25 Legislative Committee meeting schedule as presented was made by John Lang and seconded by John Schultz.

The motion carried by voice vote.

SOCIAL & ENVIRONMENTAL:

The committee had no business to bring before the board.

EXECUTIVE:

A committee motion to approve a Resolution to Assign Employee Payroll and Benefit Administration Responsibilities to the Administrator's Office was seconded by John Creighton.

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

A committee motion to approve a Resolution to Authorize FY2025 Loans to the Transit Fund (071) from the Contingency Fund (016) with a maximum loan amount of \$30,000 was seconded by John Creighton.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Peggy Bastian, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, and Don Zillig. Ayes: 17. Nays: 0.

A committee motion to accept a lease termination letter from the Louis Timp Trust for the property located at 9816 US Highway 20 W, Galena, Illinois was seconded by John Creighton.

The motion carried by voice vote.

A committee motion to approve a commercial lease agreement between Jo Daviess County and Louie's Trenching Service, Inc., for the property located at 9816 US Highway 20 W, Galena, Illinois, effective January 1, 2025 through December 31, 2025 was seconded by John Creighton.

The motion carried by voice vote.

A committee motion to amend the County Board Per Diem/Mileage Allowance to \$75 per meeting and to match the yearly IRS standard mileage rate on January 1st of each year, rounding down to a whole cent, when necessary was seconded by John Creighton.

The motion carried by voice vote.

A motion to amend the FY25 Executive Committee meeting schedule as presented was made by John Creighton and seconded by John Schultz.

The motion carried by voice vote.

INFORMATION & COMMUNICATIONS TECHNOLOGY:

The committee had no business to bring before the board.

PUBLIC WORKS:

A committee motion to approve a bid from M&M Construction for the Willow Road Bridge Replacement Project in the amount of \$509,934.94 to be paid from line item 008-43143-830 was seconded by John Grizzoffi.

The motion carried by voice vote.

A committee motion to approve a bid from M&M Construction for the Fiedler Road Bridge Repair Project in the amount of \$12,963.60 to be paid from line item 011-43145-890 was seconded by John Grizzoffi.

The motion carried by voice vote.

A committee motion to approve a 2025 County MFT General Maintenance Resolution in the amount of \$800,000.00 was seconded by John Grizzoffi.

The motion carried by roll call vote. Ayes – Dianne Allendorf, Jacob Ambrosia, Peggy Bastian, Daisha Boehm, John Creighton, Michael Dittmar, Steve Endress, Diane Gallagher, Lynn Gallagher, John Grizzoffi, Joseph Heitkamp, Robert Heuerman, Michael Holt, John Lang, John Schultz, LaDon Trost, and Don Zillig. Ayes: 17. Nays: 0.

LAW ENFORCEMENT & COURTS:

The committee had no business to bring before the board.

FINANCE, TAX, & BUDGETS:

The fund balance for the Contingency Fund (016) on November 30, 2024 is \$758,554.51.

A committee motion to accept the FY2024 Illinois Downstate Operating Assistance Program (DOAP) Financial Report was seconded by John Schultz.

The motion carried by voice vote.

A committee motion to approve a policy to standardize tax parcel combination requests was seconded by John Schultz.

The motion carried by voice vote.

PLANNING COMMISSION/ZONING BOARD OF APPEALS:

The committee had no business to bring before the board.

AGENDA ITEM V – OTHER COMMITTEES AND BOARDS

County Administrator Angela Kaiser gave an update on the Courthouse renovation. She informed the board that based on the reports received from Conlon and Shive-Hattery, she estimates we are running over budget by \$5,000.00 at this time, but that is a rough estimate and still early in the project. Kaiser states changes in construction still fall within the budgeted contingency amount and the financial projection is good.

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 – CITIZENS' COMMENTS

There were no citizens' comments at this time.

AGENDA ITEM IX – BOARD MEMBER CONCERNS

There were no board member concerns at this time.

AGENDA ITEM X - ADJOURNMENT

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

The motion carried by voice vote.

Jo Daviess County Board Meeting Minutes

January 14, 2025

Page 4 of 5

Chairperson Trost adjourned the meeting at 8:58 p.m. until 7:00 p.m. Tuesday, February 11, 2025 at the Jo Daviess County Board Room, Jo Daviess County Administrative Offices in Galena, Illinois.

A handwritten signature in black ink, reading "Dana Timmerman". The signature is written in a cursive style with a large initial "D".

Dana Timmerman, County Clerk

**JO DAVIESS COUNTY BOARD
CONSENT AGENDA
JANUARY 14, 2025**

A. MINUTES APPROVAL

1. County Board meeting minutes from the December 10, 2024 County Board Meeting

B. APPOINTMENTS/RESIGNATIONS

1. Reappointment of Peter Huschitt to serve as a member of Planning Commission/Zoning Board of Appeals for the remainder of a five year term ending on August 31, 2026
2. Reappointment of Don Hill to serve as a member of Planning Commission/Zoning Board of Appeals for the remainder of a five year term ending on August 31, 2027
3. Reappointment of Ronald Mapes to serve as a member of Planning Commission/Zoning Board of Appeals for the remainder of a five year term ending on August 31, 2028
4. Reappointment of Monica Hoppman to serve as an alternate member of Planning Commission/Zoning Board of Appeals for the remainder of a five year term ending on August 31, 2029

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATIONS

E. REPORTS & CORRESPONDENCE

1. December 2024 County Clerk/Recorder Financial Report
2. December 2024 Pending State's Attorney Cases

F. CLAIMS

1. Claims approval in the amount of \$1,876,593.36 as follows:
 - i. \$77,646.43 (Regular Claims)
 - ii. \$102,636.89 (Claims associated w/ LIT's)
 - iii. \$738,474.72 (Claims associated with IFT's)
 - iv. \$92,397.70 (GGMI Hotel/Motel Tax Reimbursement) (Over Budget)
 - v. \$857,782.08 (Over Budget Claims)
 - vi. \$5,391.16 (Emergency Purchase) (Interfund Loan from 016 Contingency to 071 Transit)
 - vii. \$2,264.38 (Contingency) (Unanticipated Expenses for 6 Commercial Dr., Hanover)

G. LINE ITEM TRANSFERS

1. FY2024 Line Item Transfers Over \$500.00
 - i. \$900.00 from 001-40101-711 Utilities to 001-40101-810 Equipment
 - ii. \$30,585.79 from 088-46182-805 Buildings to 088-46182-702 Professional Service
2. FY2025 Line Item Transfers Over \$500.00
 - i. \$1,388,855.00 from 088-4618-805 Buildings to 088-46182-702 Professional Service
 - ii. \$780.00 from 070-47202-606 Minor Equipment to 070-47202-704 Telephone