

## COMMITTEE REPORT

**COMMITTEE:** Executive Committee  
**CHAIRPERSON:** Merri Berlage  
**DATE/TIME:** March 2, 2015 @ 7:00 pm  
**PRESENT:**

<input checked="" type="checkbox"/> Merri Berlage	<input type="checkbox"/> Gerald Bennett	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Ron Smith	<input type="checkbox"/> Randy Jobgen	<input checked="" type="checkbox"/> Don Zillig
<input checked="" type="checkbox"/> Brandon Behlke	<input checked="" type="checkbox"/> Steve Rutz	

A quorum was established.

Other Board Members:

Others: Dan Reimer, Joe Kratcha

### 1. Minutes Approval

- a) RJ Winkelhake made a motion to approve the minutes from the February 2, 2015 Executive Committee meeting. Seconded by Steve Rutz and motion passed.

### 2. Citizens' Comments – Hal Gilpin commented that the CVB's website galena.org has a new feature called *Communities*. When you click on the tab it will come down and shows all the various communities in the county. As you click into it, you will see a brief history and the businesses that we support. Ron Smith introduced Katie Devereaux who is a new reporter with the Galena Gazette.

### 3. Unfinished Business

- a) FY2014/FY2015 Strategic Goals & Plans
- b) Update on US EPA Site Stabilization Work at the Bautsch Gray Site on Blackjack Road
- c) Update on Jo Daviess County FOIA requests – Dan Reimer handed out the updated FOIA report for the committee to review.
- d) Update from Hal Gilpin on One Voice Action Plan with CVB and Visit Galena – Hal Gilpin reported that the CVB Ad Hoc Committee approved a proposal for marketing services which was sent to the State's Attorneys office for review. The proposal will be presented to the City of Galena providing it is approved by the CVB Board and County Board. Gilpin discussed the CVB's response to the One Voice Action Plan and what the CVB board would like to see in the plan.
- e) Discussion and possible action regarding procedures for closed session recordings and meeting minutes – The State's Attorney is reviewing procedures. Steve Rutz commented that he would like to see a written set of guidelines for going in and out of closed session.
- f) Discussion and possible action regarding 2015 Jo Daviess County Board Planning Retreat - Merri Berlage is working on possible dates and locations for the County Board Planning Retreat for sometime in April.
- g) Discussion and possible action regarding Title 1 – Administration, Chapter 5 of the Jo Daviess County Code County Board Organization and Operation Meetings; Rules of Order and Procedure – Merri Berlage discussed the County Board Organization and Operation Meetings; Rules of Order and Procedure. At the last meeting each

committee member was asked to review the procedures and make notes. The committee reviewed the Rules of Order and Procedure and discussed recommendations for possible revisions. Merri Berlage will prepare a rough draft for the committee to review at the April 6, 2015 committee meeting.

#### 4. New Business

- a) Discussion and possible action regarding a request from the Jo Daviess County Housing Authority for the County to approve and sign a Certification of Categorical Exclusion for Capital Fund Grant (IL06P082501-15) in the amount of \$103,371.00 from the Department of Housing and Urban Development (HUD). – **Brandon Behlke made a motion to approve a request from the Jo Daviess County Housing Authority for the County to approve and sign a Certification of Categorical Exclusion for Capital Fund Grant (IL06P082501-15) in the amount of \$103,371.00 from the Department of Housing and Urban Development (HUD). Seconded by Gerald Bennett and motion passed.**

5. Summary of Committee Activities – Brandon Behlke reported that the Social & Environmental Committee will be meeting in March. Don Zillig reported that the Legislative Committee discussed the West Coast Labor issue which has now been settled. The committee also discussed legislation that was proposed by Representative Stewart including prevailing wage, the economic development But For Clause, and sunset clauses for referendum questions. RJ Winkelhake reported that the Law & Courts Committee discussed the 9-1-1 dispatch consolidation feasibility study and a Courthouse paid parking lot program. The committee recommended approval of a contract with Montgomery-Timmerman for Alternate 2 in the amount of \$28,200.00 for the Jo Daviess County Parking Lot Railing project and discussed the Courthouse masonry and window replacement. Sharon Wand, JDC Circuit Clerk discussed the debt collection process. The committee approved the yearly contract for the Sheriff's Department with the Mississippi River Project Blanding Landing Recreation Area, jail inmate insurance and family counseling for inmates. They also discussed a request from the Emergency Telephone System Board to amend the Jo Daviess Board Ordinance Title 3 to include a new section that reflects the state law. The next Law & Courts Committee meeting will be March 17<sup>th</sup>, instead of March 16<sup>th</sup>. Ron Smith commented on the contractor's pre-construction meeting held at the Jo Daviess County Transit Building. Each sub-contractor was present and the project timeline was discussed. Ground work will start in March and the project should be complete by the end of July. UCCI just sent out information on the Legislative Seminar that is coming up. Dan Reimer commented on the FY2014 audit, the fieldwork portion has been completed, the County is still working on several follow up items, and the audit process has gone well. The County is not required to have a single audit for federal awards this year, as the total amount of federal grant awards is below the threshold of \$500,000. The final draft audit reports should be ready for the April Finance, Tax & Budgets Committee meeting. Reimer attended the Illinois City/County Management Association (ILCMA) Winter Conference last week in Bloomington and handed out a report to the committee. Steve Hamilton, from Tricor Insurance will be here tomorrow and Thursday for the employee health insurance informational meetings.

#### 6. Citizens Comments

7. Board Member Concerns – Steve Rutz asked whether East Dubuque has officially been approved by the state to be in the Enterprise Zone. Merri Berlage reported that there is still some paperwork to be completed and then there will be a public hearing.
8. Closed Session – **Brandon Behlke made a motion to enter into closed session at 8:22 p.m. for the purpose of 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: 24/7 on call compensation for IT support. Seconded by RJ Winkelhake and motion passed. At 9:23 p.m. Brandon Behlke made a motion to reconvene to open session. Seconded by RJ Winkelhake and motion passed.**
9. Possible action as a result of closed session – There was no action as a result of closed session.

Merri Berlage stated the next meeting of the Executive Committee is scheduled for Monday, April 6, 2015 at 7:00 p.m.

Meeting adjourned at 9:24 p.m. following a motion made by Brandon Behlke. Seconded by RJ Winkelhake and motion passed.