

# COMMITTEE REPORT

**COMMITTEE:** Executive Committee  
**CHAIRPERSON:** Merri Berlage  
**DATE/TIME:** June 1, 2015 @ 7:05 pm  
**PRESENT:**

<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> Gerald Bennett	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Ron Smith	<input checked="" 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: Steve Keeffer, Richard Montgomery, Dan Reimer, Melisa Hammer

## 1. Minutes Approval

- a) Randy Jobgen made a motion to approve the minutes from the May 4, 2015 Executive Committee meeting and the May 11, 2015 Special Executive Committee meeting. Seconded by Brandon Behlke and motion passed.

## 2. Citizens' Comments

No citizens present. It was the consensus to move agenda items 6 a, b, c up followed by 6 d and 5 i. The following minutes are in order of items as they appeared on the agenda.

## 3. Unfinished Business

- a) FY2014/FY2015 Strategic Goals & Plans – No updates. Further discussion at the upcoming retreat.
- b) Update on US EPA Site Stabilization Work at the Bautsch Gray Site on Blackjack Road. - No updates.
- c) Update on Jo Daviess County FOIA requests – The committee reviewed the updated FOIA report that was included in the packet.
- d) Discussion and possible action regarding procedures for closed session recordings and meeting minutes
- e) 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 that she is still reviewing the Ordinance on County Board organization and meetings and rules of order and procedure and would like to have the review completed in time for the July Executive Committee meeting.
- f) Discussion and possible action to change the County Board Retreat to June 23, 2015 – Berlage discussed that the date for the County Board Retreat had to be changed from June 24, 2015 to June 23, 2015 because the facilitator has a prior commitment on June 23<sup>rd</sup> however he is available on June 24<sup>th</sup>.
- g) Discussion and possible action on food for the County Board Retreat – Merri Berlage will prepare food for the retreat. Ron Smith provided the Committee with a draft agenda and the committee assignments list from the 2013 County Board. The

committee discussed adding County Board procedures and responsibilities to the agenda.

- h) Discussion and possible action regarding Employee Handbook Section 7.03 Section C.2 Sick Leave be reviewed to expand the immediate family definition to include parents. After committee discussion and consultation with John Hay, State's Attorney the committee decided to use the language from the funeral leave section under the sick leave section. **RJ Winkelhake made a motion to amend the employee handbook, Section 7.03 Section C.2 to replace the definition of immediate family with the definition of immediate family under Funeral Leave, Section 7.04, and add domestic partner. Motion seconded by Randy Jobgen.** Language to be reviewed with State's Attorney and the matter will be forwarded to the County Board. Motion passed.
- i) Update on labor market comparisons for 2015 Labor Market analysis - Barb Petkovsek, Consultant from Carlson Dettmann joined the meeting via telephone. A memo and survey have gone out to the identified list of counties to gather labor market information. A report from Petkovsek is anticipated for the July Committee meeting.

#### 4. New Business

- a) Update on Jo Daviess County Electrical Aggregation Program/Review agreement with First Energy Solutions – Richard Montgomery, Rock River Energy Services – Richard Montgomery provided a summary of the background and history of the Jo Daviess County Electrical Aggregation Program. Montgomery reviewed the current status of the Jo Daviess County Aggregation Program. The current County contract price is 7.3 cents/kWh with First Energy Solutions. The contract has a price match clause in it which allows the supplier to either match the ComEd price if it should go lower, or let the community go back out to bid to find a better rate. First Energy has stated they will not match the price. The market is in a much lower spot now than a year ago, so rates should come in under the new ComEd summer rate of 7.033 cents/kWh. In order to secure a lower rate Jo Daviess County will need to go out to bid again. The First Energy contract states, if the ComEd price falls below the Jo Daviess County rate, First Energy can chose to match the price, if they choose not to the County can go back out to bid.
- b) Discussion and possible action on approval of Municipal Authority Aggregation Data Request Form. If the County decides to go out to bids, Rock River Energy Services will have to request updated usage from ComEd. In order to do that Rock River Energy will need a new Municipal Authority Aggregation Data Request Form (MAADR) form signed and returned. **Brandon Behlke made a motion to approve the Municipal Authority Aggregation Data Request Form. Motion seconded by Don Zillig. Motion passed. The Data Request Form was signed by Ron Smith.**
- c) Discussion and possible action requesting Rock River Energy to prepare an RFP and go out for bids for electric supply proposals municipal aggregation for Jo Daviess County – **Randy Jobgen made a motion to request Rock River Energy to prepare an RFP and seek bids for electric supply proposals municipal aggregation for Jo Daviess County. Steve Rutz seconded the motion. Motion passed.**

- d) Discussion and possible action to approve the hiring of a part-time carpenter position for the Highway Department – Steve Keeffer updated the committee on the status of the part-time carpenter position. This position was not included in the FY2015 budget plan; another position which is in the budget has not yet been hired. Keeffer asked the committee to approve the hiring of a part-time carpenter. **Randy Jobgen made a motion to approve the request to hire a part-time carpenter for the Highway Department. Motion seconded by RJ Winkelhake. Motion passed. Request to be forwarded to the County Board for approval.**

5. Summary of Committee Activities

6. Citizens Comments

7. Board Member Concerns –

- a) Randy Jogben reported that the Animal Control Officer has resigned and suggested that the County explore the possibility of moving animal control to another department.
- b) Steve Rutz discussed his concern with leadership in the Freeport/Stephenson County enterprise zone. With some recent retirements in other area enterprise zones this is an ideal time to review future enterprise zone leadership. Rutz suggested we contact other counties to seek their agreement to have the Blackhawk Hills Regional Council take on a leadership role in the enterprise zone. Merri Berlage reported that she has discussed the leadership position in the Freeport/Stephenson County enterprise zone with Gary Quinn. The matter will be on the next e-zone agenda.

8. Closed Session – **Randy Jobgen made a motion to go to closed session for the “Discussion of minutes of meetings lawfully closed under this act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06”, under Section 2(c)21. RJ Winkelhake seconded the motion. Motion passed 6-1.**

Entered Closed Session – June 1, 2015 8:22.

9. Possible action as a result of closed session

**Motion made by RJ Winkelhake to return to open session at 8:36 p.m., seconded by Steve Rutz. Motion passed.**

Roll Call: Present: Don Zillig, RJ Winkelhake, Steve Rutz, Randy Jobgen, Brandon Behlke, Ron Smith. Merri Berlage.

**Motion made by Brandon Behlke to open closed session minutes January 13, 2015 County Board meeting and from the November 18, 2014 County Board meeting. The motion was seconded by Randy Jobgen. Motion passed.**

**Motion made by RJ Winkelhake that the remaining closed session minutes remain closed. Don Zillig seconded this motion. Motion passed.**

**Meeting adjourned at 8:40 p.m. following a motion made by Randy Jobgen. The motion was seconded by Don Zillig. Motion passed.**

The next meeting of the Executive Committee is scheduled for Monday, July 6, 2015, at 7:00 p.m.