

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
NOVEMBER 7, 2016**

1. CALL TO ORDER: Chairperson of the Jo Daviess County Board, Ron Smith, called the meeting to order at 7:00 p.m. on Monday, November 7, 2016 at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.

2. ROLL CALL was answered as follows: Present-Brandon Behlke, Maryanne Bennett, Merri Berlage, Randy Jobgen, John Lang, Steve McIntyre, John O'Boyle, Brad Petersburg, Ron Smith, Terry Stoffregen, Martin Werner, RJ Winkelhake and Don Zillig. Present: 13. Absent-William Bingham, Richard Dittmar, Robert Heuerman and Dan Hughes. Absent: 4.

3. THE PLEDGE OF ALLEGIANCE was led by Chairperson Ron Smith.

4. THE INVOCATION and thought for the day were given by Merri Berlage.

5. MINUTES APPROVAL

County Board Budget Workshop minutes from the October 5, 2016 meeting, County Board meeting minutes from the October 11, 2016 meeting, County Board Budget Workshop minutes from the October 13, 2016 meeting, Special County Board meeting minutes from the October 25, 2016 meeting were approved following a motion made by Brandon Behlke and seconded by Randy Jobgen.

The motion carried by voice vote.

6. REPORTS AND CORRESPONDENCE

The board received a thank you note from the William Keeffer family.

7. CITIZENS' COMMENTS

There were no citizens' comments at this time.

8. UNFINISHED BUSINESS

There was no unfinished business to bring before the board at this time.

9. NEW BUSINESS AND COMMITTEE REPORTS

APPOINTMENTS:

Kathleen Speaker was appointed to the Jo Daviess County Merit Commission for the remainder of a three-year term ending February 28, 2019 following approval of a motion made by Randy Jobgen and seconded by John O'Boyle.

The motion carried by voice vote.

Dr. Matt Gullone was appointed to the Jo Daviess County Board of Health for the remainder of a three-year term ending April 30, 2017 following approval of a motion made by Brandon Behlke and seconded by Randy Jobgen.

The motion carried by voice vote.

Dr. Calvin Schafer, DVM was appointed to serve as the Jo Daviess County Animal Control Administrator for a one year term beginning on December 1, 2016 and ending on November 30, 2017 following approval of a motion made by Merri Berlage and seconded by Brandon Behlke.

The motion carried by voice vote.

CONTRACTS, AGREEMENTS & PETITIONS:

There were no contracts, agreements or petitions requiring approval.

ORDINANCES, RESOLUTIONS, & PROCLAMATIONS:

There were no ordinances, resolutions or proclamations requiring approval.

FINANCE, TAX AND BUDGET:

Regular county claims and utility claims in the amount of \$883,957.81, Emergency Telephone Systems Board Fund claims in the amount of \$3,943.94 and Sheriff's Forfeiture Fund claims in the amount of \$491.64 were approved following a motion made by RJ Winkelhake and seconded by Randy Jobgen.

The motion carried by roll call vote: Ayes-Brandon Behlke, Maryanne Bennett, Merri Berlage, Randy Jobgen, John Lang, Steve McIntyre, John O'Boyle, Brad Petersburg, Ron Smith, Terry Stoffregen, Martin Werner, RJ Winkelhake and Don Zillig. Ayes: 13. Nays: 0. Absent-William Bingham, Richard Dittmar, Robert Heuerman and Dan Hughes. Absent: 4.

A motion to approve the following FY2016 line item transfer requests in the amount of \$1,400.00 was made by RJ Winkelhake and seconded by Randy Jobgen.

- a) Transfer of \$800.00 from 001-40109-501 Education & Training to 001-40109-604 Computer Supplies.
- b) Transfer of \$600.00 from 001-40109-502 Travel to 001-40109-604 Computer Supplies.

The motion carried by voice vote.

A motion to approve the following FY2016 line item transfer requests and associated claims in the amount of \$15,759.13 was made by RJ Winkelhake and seconded by Randy Jobgen.

- a) Transfer of \$3,931.98 from 001-40107-603 Operating Supplies to 001-40107-702 Professional Services to pay an associated claim to Election Systems & Software in the amount of \$11,049.07.
- b) Transfer of \$695.84 from 001-41122-711 Utilities to 001-41122-602 Janitorial Supplies to pay an associated claim to Weber Paper Co. in the amount of \$695.84.
- c) Transfer of \$3,000.00 from 002-43141-901 Contingency to 002-43141-601 Maintenance Supplies to pay an associated claim to Tandem Tire in the amount of \$204.40, an associated claim to Hoskins Building Center in the amount of \$576.00, an associated claim to Conmat in the amount of \$376.79 and an associated claim to Conmat in the amount of \$1,399.74.
- d) Transfer of \$1,000.00 from 002-43141-901 Contingency to 002-43141-603 Operating Supplies to pay an associated claim to G & K Services in the amount of \$250.86, an associated claim to Hoskins Building Center in the amount of \$20.07, an associated claim to Gasser True Value in the amount of \$8.49, an associated claim to Gasser True Value in the amount of \$87.43, an associated claim to Stockton Auto Supply in the amount of \$39.99, an associated claim to Dubuque Hose & Hydraulic in the amount of \$54.90 and an associated claim to Menards in the amount of \$29.67.
- e) Transfer of \$500.00 from 003-44151-703 Postage to 003-44151-712 Garbage Disposal to pay an associated claim to Stericycle, Inc. in the amount of \$607.32.
- f) Transfer of \$500.00 from 027-45161-703 Postage to 027-45161-451 Mileage to pay an associated claim to Katherine Walker in the amount of \$358.56.

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The motion carried by roll call vote: Ayes-Brandon Behlke, Maryanne Bennett, Merri Berlage, Randy Jobgen, John Lang, Steve McIntyre, John O'Boyle, Brad Petersburg, Ron Smith, Terry Stoffregen, Martin Werner, RJ Winkelhake and Don Zillig. Ayes: 13. Nays: 0. Absent-William Bingham, Richard Dittmar, Robert Heurman and Dan Hughes. Absent: 4.

The total claims approved in November, 2016 is \$899,716.94.

A professional audit services contract was awarded to Wipfli LLP at an all-inclusive maximum price for fiscal years ending November 30, 2016 (\$51,000), November 30, 2017 (\$53,350), November 30, 2018 (\$54,300), with a County option of two (2) additional years for fiscal years ending November 30, 2019 (\$55,050) and November 30, 2020 (\$56,200) following approval of a committee motion made by RJ Winkelhake.

The motion carried by voice vote.

DEVELOPMENT AND PLANNING:

The completed *Jo Daviess County Water Resource Management Plan* was supported following approval of a motion made by Merri Berlage and seconded by RJ Winkelhake.

The motion carried by voice vote.

PUBLIC WORKS:

An agreement for maintenance of roads at Jo-Carroll Depot at a proposed cost of \$2,250 to be paid from line item 002-43141-701 was approved following a motion made by Randy Jobgen and seconded by Merri Berlage.

The motion carried by voice vote.

The annual MFT County Maintenance Resolution allowing the expenditure of up to \$430,000 for maintenance material in FY2017 to be paid from line item 006-43142-701 was approved following a motion made by Randy Jobgen and seconded by Merri Berlage.

The motion carried by voice vote.

LAW ENFORCEMENT AND COURTS:

Squad maintenance bids for FY2017 were awarded to the following vendors:

- Barker Performance Automotive in Warren for oil changes-\$16.00, synthetic-\$22.00 and labor rate-\$40.00
- Galena Chrysler in Galena for oil changes-\$33.00 for cars, oil changes-\$36.00 for trucks and SUVs, synthetic-\$68.00 for cars, synthetic-\$88.00 for trucks and SUVs and labor rate-\$70.00
- Palmer Automotive in Elizabeth for oil changes-\$21.95, synthetic-\$32.95 and labor rate-\$49.00
- Leibold's Auto Center in Galena for oil changes-\$16.00, synthetic-\$32.00 and labor rate-\$50.00

following approval of a committee motion made by RJ Winkelhake.

The motion carried by voice vote.

Agenda items G.2 and G.3 under Law Enforcement and Courts were pulled from the agenda at this time.

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A Public Defender agreement with Thomas A. Nack beginning December 1, 2016 and ending November 30, 2017 for an amount of \$61,621 was approved following a committee motion made by RJ Winkelhake.

The motion carried by voice vote.

A Public Defender agreement with Adam J. North beginning December 1, 2016 and ending November 30, 2017 for an amount of \$40,583 was approved following a committee motion made by RJ Winkelhake.

The motion carried by voice vote.

A registered nurse service agreement between the Jo Daviess County Sheriff's Office and Heather M. Ward R.N. for FY 2017 at a rate of \$22.61 per hour with an additional amount of \$1,000 paid on December 1, 2016 and June 1, 2017 was approved following a committee motion made by RJ Winkelhake.

The motion carried by voice vote.

A contract to Dillon's for inmate food service at the Jo Daviess County Jail for FY2017 at \$8.00 per meal without a beverage was approved following a committee motion made by RJ Winkelhake.

The motion carried by voice vote.

Change Order #2 to the Johnson Controls, Inc. contract for the Courthouse HVAC Improvement Project to extend the completion date thirty (30) days from October 24, 2016 to November 25, 2016 was approved following a committee motion made by RJ Winkelhake.

The motion carried by voice vote.

A claim in the amount of \$18,605.00 to West Bend Mutual Insurance for final payment on the Jo Daviess County Courthouse Masonry Restoration and Window Replacement Project was approved following a committee motion made by RJ Winkelhake.

The motion carried by roll call vote: Ayes-Brandon Behlke, Maryanne Bennett, Merri Berlage, Randy Jobgen, John Lang, Steve McIntyre, John O'Boyle, Brad Petersburg, Ron Smith, Terry Stoffregen, Martin Werner, RJ Winkelhake and Don Zillig. Ayes: 13. Nays: 0. Absent-William Bingham, Richard Dittmar, Robert Heurman and Dan Hughes. Absent: 4.

This brings the total claims paid for November, 2016 to \$918,321.94.

SOCIAL AND ENVIRONMENTAL:

A resolution authorizing execution and amendment of Downstate Operating Assistance Grant Agreement Section 5311 was approved following a committee motion made by Brandon Behlke.

The motion carried by voice vote.

An Animal Control Administrator Services Agreement between the Board of Health and Dr. Calvin Schafer, DVM was approved following a committee motion made by Brandon Behlke.

The motion carried by voice vote.

PLANNING COMMISSION/ZONING BOARD OF APPEALS:

This committee had no business to bring before the board.

EXECUTIVE:

Agenda item J.1. was addressed at a previous meeting and needed no action.

A resolution to revise the position title of the Building & Zoning Administrator to Planning & Development Administrator was approved following a committee motion made by Merri Berlage.

The motion carried by voice vote.

A revision to the Jo Daviess County Employee Handbook to comply with the Employee Sick Leave Act (Public Act 099-0841, Effective January 1, 2017) was approved following a committee motion made by Merri Berlage.

The motion carried by voice vote with a nay vote recorded for Steve McIntyre.

A request for reimbursement of expenses incurred by a Destination Marketing Agency (DMO) Board Member on behalf of the new DMO was postponed until the November 15, 2016 meeting following approval of a motion made by Merri Berlage and seconded by John Lang.

The motion carried by voice vote with nay votes recorded for Brandon Behlke, Randy Jobgen, Steve McIntyre, John O'Boyle, and Brad Petersburg.

LEGISLATIVE:

This committee had no business to bring before the board.

INFORMATION AND COMMUNICATIONS TECHNOLOGY:

This committee had no business to bring before the board.

CVB BOARD OF DIRECTORS:

A recommendation to approve a one year contract extension with McDaniel's Marketing beginning December 1, 2016 was approved following a motion made by Merri Berlage and seconded by John Lang.

The motion carried by voice vote.

10. OTHER COMMITTEES AND BOARDS:

Board members appointed to other special committees updated the board with actions involving those committees.

11. BOARD MEMBER CONCERNS

There were no board member concerns.

12. CITIZENS' COMMENTS

There were no citizens' comments at this time.

13. CLOSED SESSION

The board had no reason for entering closed session at this time.

14. POSSIBLE ACTION AS A RESULT OF CLOSED SESSION

No action was needed since the board did not enter closed session.

ADJOURNMENT

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The meeting adjourned following a motion made by Merri Berlage and seconded by John O'Boyle.

The motion to adjourn carried by voice vote.

Chairperson Smith adjourned the meeting at 8:34 p.m. until 7:00 p.m. Tuesday, November 15, 2016 at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.