

**JO DAVIESS COUNTY BOARD RETREAT
MEETING MINUTES
JUNE 23, 2015**

AGENDA ITEM I - CALL TO ORDER: Chairperson of the Jo Daviess County Board, Ron Smith, called the meeting to order at 5:40 p.m. on Wednesday, June 23, 2015, at the Elizabeth Community Building in Elizabeth, Illinois. Chairman Smith introduced and welcomed Alan Wenzel as the County Board Retreat Facilitator.

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

Also in attendance were State's Attorney John Hay, Circuit Clerk Sharon Wand, Treasurer Melisa Hammer, GIS/IT Coordinator Joe Kratcha, Chief County Assessment Officer Donna Berlage, Public Health Administrator Elizabeth Kane, Convention and Visitors Bureau Executive Director Katherine Walker, President of the CVB Board of Directors Hal Gilpin, County Administrator Dan Reimer, County Administrator Office Manager Mary Althof and County Clerk/Recorder Jean Dimke.

AGENDA ITEM III - THE PLEDGE OF ALLEGIANCE was led by Chairperson Smith.

AGENDA ITEM IV – CITIZENS' COMMENTS:

There were no citizens' comments at this time.

AGENDA ITEM V – INTRODUCTIONS

Alan Wenzel, the facilitator of the County Board retreat, asked those in attendance to introduce themselves, state their positions within the structure of the County, their place of residence and their number of years of service.

Alan then reviewed the objectives, format and timeframe of the meeting.

AGENDA ITEM VI – State's Attorney John Hay reviewed procedures on committee routines, closed session procedures, rules on Open Meetings Act, Freedom of Information Act and County Board Rules of Order.

AGENDA ITEM VII – FINANCIAL OVERVIEW OF JO DAVIESS COUNTY

County Administrator Dan Reimer gave a financial report on where the County stands as of FY2014 audit, the present FY2015 budget and the progress of the FY2016 budget.

AGENDA ITEM VIII – REVIEW 2013 COUNTY BOARD STRATEGIC GOALS

County Board Committee members reviewed the projects and goals their committees were assigned following the FY2013 County Board Retreat.

AGENDA ITEM IX – BREAK

There was a 10 minutes break at this time in the meeting.

X – DISCUSSIONS ON COUNTY PRIORITIES, PROJECTS AND GOALS

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Facilitator Alan Wenzel stated that the next order of business would be to develop a list of County goals and projects, prioritize them and assign them to committees.

The following is a list of priorities that was developed and the committees that will be responsible for each priority.

Law and Courts

- Complete analysis of Courthouse security (30)
- Replace and update all Technology in the Mobile Command Center (23)
- HVAC Project for Courthouse (12)
- Consolidate Dispatch (911) with other counties (10)
- Design/create courthouse signage, inside and out (7)
- Obtain body cameras and software for Sheriff's Department (7)
- Continue 5-year exterior maintenance plan (5)
- Develop plan for interior Courthouse maintenance (3)
- Establish an emergency operations center (3)
- New floors and showers for jail (3)
- Fix Meeker Street winter run-off (2)
- Establish preservation foundation for courthouse (1)
- Complete implementation of NG911 (1)
- Research and implement media presentation for courtroom
- Review Courthouse parking options
- Communicate various courtroom issues with judges

Public Works

- Continue to repair roads and bridges "Bring them back" (23)
- Move Animal Control to another department (15)
- Develop a focused plan for repairing flood prone areas (6)
- Upgrade Blackjack Road (5)
- Develop maintenance program for all County Highway facilities
- Design replacement bridges and culverts for longevity and any salt effects

Social and Environmental

- Find funding for WIC and Case Management (14)
- Complete Public Transit Building (8)
- Investigate 3rd party billing and electronic health records (3)

Development and Planning

- Attract new businesses (26)
- Explore ways to effectively promote agriculture as stated in Comprehensive Plan (4)
- Propose hiring Economic Development Manager (3)
- Review Subdivision Ordinance (1)

Finance, Tax and Budget

- Develop balanced budget (25)
- More streamlining of the budget process (12)
- Complete and implement Fixed Asset Management Policy

Investigate the combination of Township Assessment Districts

Executive

Implement Procedure for all committee minutes (15)

Review County Board structure (8)

Create H.R. position/department

Streamline Office functions

Information and Technology

Continue to implement new phone system for county buildings (28)

Pursue redundancy of iFIBER to Galena (15)

Increase data storage (10)

Legislative

Investigate a Hotel/Motel tax fee for County use (16)

Continue meeting with state legislators (14)

Raise MFT for roads (7)

Pursue legislative efforts to give prevailing wage relief to smaller government entities (7)

Propose legislation for record storage retention issues

Convention and Visitors Bureau

Finalize decision on CVB/One Voice plan (25)

Create an attraction at the overlook (14)

Improve promotion of countywide tourism (6)

Fund new festivals and events (4)

Continue sustainable Hotel/Motel tax

All Committees

Research solar energy options for county (12)

Reduce energy usage (5)

Investigate security in all county buildings (2)

Investigate and improve communications among all government entities

Parking lot and other miscellaneous topics

Create revenue enhancements

Sunset clauses on revenue referendum questions

Corporate sponsors for roads

XI – DISCUSSION ON OTHER TOPICS.

There were no other topics that needed discussion.

AGENDA ITEM XII – DISCUSSION ON NEXT STEP OF GOALS AND PRIORITIES:

Alan Wenzel summarized and recapped the process of prioritizing the future goals and projects for Jo Daviess County.

AGENDA ITEM XIII – BOARD MEMBER CONCERNS:

There were no concerns at this time.

AGENDA ITEM XIV – CITIZENS’ COMMENTS

President of the CVB Board of Directors Hal Gilpin thanked the board for the invitation to the workshop.

Ron Smith and the board thanked Alan Wenzel on a great job of facilitating the workshop.

Ron Smith thanked Merri Berlage for preparing and serving the delicious food that was enjoyed by all in attendance.

AGENDA ITEM XV - ADJOURNMENT

The meeting adjourned following a motion made by Steve McIntyre and seconded by Don Zillig. The motion to adjourn carried by voice vote.

Chairperson Smith adjourned the meeting at 8:30 p.m. until 7:00 p.m. Tuesday, July 14, 2015 at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.