

COMMITTEE REPORT

COMMITTEE: Executive Committee
CHAIRPERSON: Merri Berlage
DATE/TIME: June 30, 2014 @ 7:00 pm
PRESENT:

<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> Randy Jobgen	<input type="checkbox"/> Jody Covert
<input checked="" type="checkbox"/> Steve Rutz	<input checked="" type="checkbox"/> Ron Smith	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Margie Montelius	<input type="checkbox"/> Gerald Bennett	

Other Board Members:

Others: Dan Reimer, Katherine Walker, Len Zintke, Hal Gilpin and Joe Kratcha.

1. Minutes Approval – **Randy Jobgen made a motion to approve the May 5, 2014 committee meeting minutes and the June 3, 2014 committee meeting minutes. Seconded by Margie Montelius and motion passed.**
2. Citizens' Comments
3. Unfinished Business

- a) Update from US EPA – Bausch Gray site on Blackjack Road - Len Zintke, US EPA On-site Scene Coordinator, gave a slide presentation and overview of the work that has been completed at the Bausch Gray site on Blackjack Road. In June of this year additional stabilization activities were completed around retention Ponds 1 & 2. At Pond 2, debris and accumulated tailings were cleaned out around the standpipes. At Pond 1 some topsoil was placed and seeding and mulching was done to get more grass growing around the perimeter of the pond. Erosion of the tailings is greatly reduced where grass is growing. Grass was mowed on the Blackjack Road berm, and Berms 2 & 5. Zintke reported that since the project began 3 years ago approximately \$5 million in work has been completed at the site so far. The future remediation plan is to grade the complete site and bring in top soil so grass can be planted to stabilize the ground. Zintke reported that some monitoring wells will be installed to study the ground water.
- b) Update on Jo Daviess County FOIA request – The committee reviewed an updated FOIA request spreadsheet.
- c) Jo Daviess County Strategic Plan – FY2014 Executive Committee Goals – Nothing new to report at this time.
- d) Jo Daviess County Emergency Management Coordinator position
- e) Update from CVB Board (Hal Gilpin) regarding possible merger between the Galena/Jo Daviess County CVB and Visit Galena- Hal Gilpin reported that a meeting was held with VisitGalena on Monday, June 23, 2014. Gilpin discussed that the CVB Board has not made any decisions at this time on the Visitors Center. Gilpin explained that the CVB visitors guide is the official publication for Jo Daviess County and is recognized by the Illinois Bureau of Tourism.

4. New Business

- a) Discussion and possible action to amend the Jo Daviess County Performance Management Performance Evaluation Employee Merit Pay Policy as recommended by the Personnel Review Committee - Dan Reimer reviewed the Jo Daviess County

- b) Discussion and possible action to amend the New Position Classification Reclassification Review Policy as recommended by the Personnel Review Committee-
The committee reviewed proposed amendments to the New Position Classification Reclassification Review Policy as recommended by the Personnel Review Committee. **RJ Winkelhake made a motion to amend the New Position Classification Reclassification Review Policy as recommended by the Personnel Review Committee. Seconded by Margie Montelius and motion passed.**
- c) Discussion and possible action regarding a request by CVB Executive Director Katherine Walker to hire a full time Social Media Specialist. This request was approved by the CVB Board (per FY2014 hiring freeze policy, positions may be filled only with County Board approval) – Katherine Walker CVB Executive Director discussed the Social Media Specialist and associated position description. Walker reported that the CVB Board has recommended that the new Social Media Specialist position be filled this year. To make room in the FY2014 budget for this new position the vacant Information Services Coordinator position will not filled at this time. **RJ Winkelhake made a motion to approve a request by CVB Executive Director Katherine Walker to hire a full time Social Media Specialist. Seconded by Ron Smith and motion passed.**
- d) Discussion and possible action to approve updated position descriptions for the GIS/IT Coordinator position and Information Technology Systems Administrator position -
The committee reviewed updated position descriptions for the GIS/IT Coordinator position and Information Technology Systems Administrator position. Both positions were recently reclassified by Carlson Dettmann Consulting. **RJ Winkelhake made a motion to approve the updated position descriptions for the GIS/IT Coordinator position and Information Technology Systems Administrator position. Seconded by Margie Montelius and motion passed.**

5. Citizens' Comments

- 6. Closed Session- **Steve Rutz made a motion to go into closed session at 8:18 pm to discuss the topics of appointment of Emergency Management Agency Coordinator, discussion of 24/7 IT support and Assistant States Attorney job classification. Seconded by Randy Jobgen and motion passed.**
- 7. Possible action as a result of closed session. **RJ Winkelhake made a motion to reconvene into open session at 10:02 pm. Seconded by Steve Rutz and motion passed. RJ Winkelhake made a motion to appoint Charles Pederson as Jo Daviess County Emergency Management Agency Coordinator. Seconded by Randy Jobgen and motion passed. RJ Winkelhake made a motion to recommend Assistant States Attorney be moved to pay grade 18 step 5 of the Pay Grade Structure Schedule and the States Attorney to find the revenue in current budget. Seconded by Randy Jobgen and motion passed with a nay vote by Merri Berlage.**

Merri Berlage stated the next meeting of the Executive Committee is scheduled for August 4, 2014.

Meeting adjourned at 10:09 p.m. following a motion made by Margie Montelius and seconded by Randy Jobgen, motion carried.