

COMMITTEE REPORT

COMMITTEE: Executive Committee
CHAIRPERSON: Merri Berlage
DATE/TIME: November 3, 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: Brandon Behlke, Bill Bingham and Terry Stoffregen

Others: Linda Delvaux, John Hay, Steve Keeffer and Dan Reimer

1. Minutes Approval – Randy Jobgen made a motion to approve the minutes from the October 6, 2014 committee meeting. Seconded by Margie Montelius. Motion passed.
2. Citizens' Comments
3. Unfinished Business

- a) Discussion and possible action on an Ordinance increasing the rate of the County's school facility sales tax from 0.5% to 1.0% - **Steve Rutz made a motion to approve an Ordinance to be approved by the full County Board increasing the rate of the County's school facility sales tax from 0.5% to 1.0%. Seconded by Randy Jobgen.** Rutz read a statement that it is the fiscal responsibility of the board to increase the school facility sales tax 0.5%. Ron Smith reviewed the background, history and state statute changes. Barbara Miller, Galena School Board member, shared some facts concerning the sales tax. Sharon Olds, Superintendent of Galena Schools, shared an Annual Change in County Sales Tax Revenue Collection chart. Greg Herbst, Superintendent of East Dubuque Schools, shared a School Facilities Tax – Calendar Year 2013 chart. Mike Dittmar, Mayor of Elizabeth, does not know if the 5 year referendum is relevant anymore. He feels the 0.5% tax is fair and does not want to see the County Board raise the tax to 1.0%. Ed Wheelwright, Elizabeth, feels there are other options to improve our schools facilities. Mike Campbell, Galena School Board, asked the committee to deliver a recommendation to the County Board to approve the tax increase. Merri Berlage asked why the schools are coming to the County instead of going forward with another referendum. Ben Anderson, East Dubuque School Board, stated it was the law. They have the ability to get to that 1.0% without going county-wide referendum. He helped design the legislation that changed the facility tax law so that the County couldn't change that. All facilities taxes that have been passed since that time have been at 1.0%. Our citizens voted for a 1.0% sales tax; they didn't vote for a 0.5% sales tax. Frances Fennel, Superintendent of Warren Schools, stated the tax helps him with capital needs so more funds are available for staffing requirements. RJ Winkelhake asked for verification of the wording of the referendum. John Hay stated the maximum it can be is 1.0% and it has to be in .25% increments. As indicated there is no sunset clause here. The County Board at any time in the future can come back and increase it as well as decrease it or discontinue the tax if no school has debt obligated with the school tax. If there is a new referendum, then that new referendum, if passed, is basically law and becomes that tax rate that is set. **After discussion of the motion, voice vote was taken with five ayes and one nay by M. Berlage. Motion passed.**

RJ Winkelhake made a motion to move New Business items 4.e. and 4.f. up to discuss at this time. Seconded by Ron Smith. Motion passed.

- b) Update on US EPA Site Stabilization Work at the Bautsch Gray Site on Blackjack Road – Nothing new to report.
- c) Update on Jo Daviess County FOIA request – Dan Reimer commented that FOIA requests were discussed at the Department Heads meeting. The committee reviewed an updated list of Jo Daviess County FOIA requests.
- d) Jo Daviess County Strategic Plan – FY2014 Executive Committee Goals – Nothing new to report at this time.

4. New Business

- a) Discussion and possible action regarding Jo Daviess County Business Associate Agreements – Dan Reimer reported legislation changes require the County to update its business associate agreements. It has to do with HIPAA. **Randy Jobgen made a motion to move forward to the County Board the Jo Daviess County Business Association Agreements that include Preferred Health Choices, TASC and TRICOR. Seconded by Steve Rutz. Motion passed.**
- b) Discussion and possible action regarding the Jo Daviess County Investment Policy – It was stated that this agenda item did not get on the Finance Committee agenda so that is why it is here. Carol Soat wanted to be sure this was taken care of before she left office. Soat recommended that this policy be reviewed every three years. That language needs to be added as well as a signature for the County Board Chairman. **Randy Jobgen made a motion to accept the Jo Daviess County Investment Policy with addition to be reviewed every three years by the Finance, Tax & Budgets Committee. Seconded by Steve Rutz. Motion passed.**
- c) Discussion and possible action regarding an office rental agreement between the Jo Daviess County Health Department and Jo Daviess County Emergency Management - The committee discussed that the Jo Daviess County Board of Health reviewed the draft agreement at the last meeting and determined to move forward to the County Board. **Randy Jobgen made a motion to approve an office rental agreement between the Jo Daviess County Health Department and Jo Daviess County Emergency Management for rent of office at \$150 per month. Seconded by RJ Winkelhake and motion passed.**
- d) Discussion and possible action regarding an Addendum to the Professional Service Agreement with Carlson Dettmann Consulting, LLC to update Jo Daviess County position descriptions associated with a new position or reclassification of an existing position covered under the JDC classification and compensation study. Reimer reviewed the procedure for a new position or reclassification agreed upon with Carlson Dettmann Consulting, LLC. **RJ Winkelhake made a motion to approve an addendum to the Professional Service Agreement with Carlson Dettmann Consulting, LLC to update Jo Daviess position descriptions associated with a new position or reclassification of an existing position covered under the Jo Daviess County Classification and compensation plan. Seconded by Randy Jobgen and motion passed.**

- e) Discussion and possible action regarding a resolution to approve classification requests and updated position descriptions for a Building & Zoning Secretary (Full-time) and Animal Control Officer (Full-time) – Randy Jobgen made a motion to move forward to the County Board a resolution to amend the Jo Daviess County Pay Grade Structure Schedule to include the positions of full-time Building & Zoning Secretary and full-time Animal Control Officer and to approve associated position descriptions. Seconded by RJ Winkelhake. Randy Jobgen amended the motion to include eliminating one full-time Animal Control Secretary and one part-time Building & Zoning Secretary. Seconded by Margie Montelius. Motion passed. Randy Jobgen made a motion to move forward to the County Board a resolution to amend the Jo Daviess County Pay Grade Structure Schedule to include the positions of full-time Building & Zoning Secretary and full-time Animal Control Officer, eliminating one full-time Animal Control Secretary and one part-time Building and Zoning Secretary, and to approve associated positions descriptions. Seconded by RJ Winkelhake. Motion passed.
- f) Discussion and possible action regarding procedures for opening closed session meeting minutes – States Attorney Hay – The statute indicates closed session meeting minutes should be reviewed semi-annually. Twice a year the board should review the minutes of all closed meetings. States Attorney Hay made a recommendation to set a special meeting and he or Dan Gilbert will help go through the closed session minutes. It was the consensus of the committee to hold a special committee meeting on Thursday, November 13, 2014 at 1:15 p.m. in the County Board Room.

5. Closed Session

6. Possible action as a result of closed session.

Merri Berlage stated the next meeting of the Executive Committee is scheduled TBD after organizational meeting on December 1, 2014.

Meeting adjourned at 9:12 p.m. following a motion made by Steve Rutz and seconded by Margie Montelius, motion carried.