

## **COMMITTEE EMERGENCY MEETING MINUTES**

**COMMITTEE:** Grants Administration Oversight Committee.

**CHAIRPERSON:** Rich Machala

**DATE/TIME:** April 29, 2020 – 1:00 p.m.

**Chairperson Machala called the meeting to order at 1:03 p.m.**

**ROLLCALL:** John Lang, Dan Reimer, Melisa Hammer, Angie Kaiser, Rich Machala

**ALSO PRESENT:** Scott Toot – County Board Chairperson; John Hay – State Attorney;  
Mark Einsweiler; Lynn Berning; Kathy Gable

**ABSENT:** Trina Orr.

**1) Citizen's Comments:**

There were no citizen comments.

**2) Old Business:**

**a.) Review and discussion of Jo Daviess County and the Workshop compliance report.  
(Compliance Report attached as Exhibit A.)**

Hammer asked if everyone had received the Compliance Report Summary that was included in the meeting packet and if anyone had any questions concerning the Summary. Everyone noted that they had received the Summary. Gable, speaking from the audience, asked if she could get a copy of the report. Hammer said that she would email a copy to her. Hearing no other questions, Hammer stated that we will need to make a decision to make a recommendation to the Board, on whether or not to accept the budget submitted by The Workshop. Exhibit B.).

Lang asked why The Workshop submitted a deficit budget and who is going to eat the deficit. Einsweiler responded stating that; yes, we did produce a deficit budget. With Covid 19, we don't, based on this fiscal year, know what transportation will look like. We did put a good faith effort toward revenue and expenses. Unless we generate money outside of the grants, it will be a deficit budget. Lang responded stating; the question is, if there is a deficit, who absorbs the deficit? Einsweiler replied; that's going to have to be a discussion between the Workshop and the County.

Reimer commented that; historically, per the Grants, if there is a deficit, it is up to the County to cover it. We will definitely want to talk about that.

The Committee discussed various options and asked John Hay – States Attorney for his opinion. Hay recommended that the Committee approve or not approve the budget. Lang made a motion to move the budget forward to the Combined Executive & Finance Committee. Hearing no further comments, Machala called for a Vote:

Lang (Yes), Reimer (Yes), Hammer (Yes), Kaiser (Yes), Machala (No). Motion passed 4 to 1.

**b.) Review, discussion, and possible action concerning the grant management between the  
GAOC/County and The Workshop in regards to FY'21 Transit Grants 5311 DOAP.**

Machala read four (4) options to the GAOC to consider and possibly discuss before moving on a recommendation to the County Board:

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1. Recommend NOT to apply for and/or accept the 2021 Transit Grants
2. Recommend TO apply for and accept Grants as in prior years.
3. Recommend to apply for and accept Grants with the County as the Operator.
4. Recommend to apply for and accept Grants with The Workshop as Probationary Operator.

**Hammer made a motion** to apply for and accept the Grants with the Workshop as the Operator under a probationary period of a minimum of 3 months up to a maximum of 10 months. **Lang seconded the motion.** After a period of comments and discussion, Reimer suggested that the span between the minimum and maximum limits was too long. Hay recommended considering March 1, 2021 as the maximum probationary period. If necessary, this would allow for a termination notice to be given 120 days before the end of the 2021 fiscal year as required in the current Transit Agreement between the County and The Workshop. Hammer informed the Committee that she had contacted IDOT prior the meeting and was told that an Operator can be terminated and replaced anytime during a fiscal year without endangering receiving the funds previously approved for that fiscal year. However, there is a process that must be followed.

**Lang moved seconded by Machala** to amend the open motion to state as follows:

Delete “under a probationary period of a minimum of 3 months up to a maximum of 10 months” and insert “under a probationary period to end March 1, 2021. Hearing no further comments, Machala called for a vote. The motion to amend passed 5 Yes to 0 No.

Machala called for a vote on the Amended motion made by Hammer and seconded by Lang, to apply for and accept the Grants with the Workshop as the Operator under a probationary period to end March 1, 2021.

**c.) Review, discussion, and possible action to amend the Public Transportation Agreement between Jo Daviess County and The Workshop.**

**Lang moved, seconded by Reimer** to delegate authority to Machala, Hammer, and Orr to hold negotiations with The Workshop about amending the Public Transportation Agreement between Jo Daviess County and The Workshop. Lang (Yes), Reimer (Yes), Hammer (Yes), Kaiser (Yes), Machala (Yes). The Motion passed.

*There being no further comments, Machala called for a vote.*

*Lang (Yes), Reimer (Yes), Hammer (Yes), Kaiser (Yes), Machala (Yes). The Motion passed.*

**3) Committee Member Concerns/Comments:**

Several members of the Committee expressed their hope that things can be worked out between the County and The Workshop. All members agreed that The Workshop has done an excellent job of operating the Transit System in the past, and they would like to see The Workshop continue to be the Operator of the program.

**4) Citizen's Comments:**

Berning commented that; we also have displeasure on our side of the table. I'm afraid that you guys have heard one side of the story. There's five other voices that need to be heard in regards to some of the missing items, late reports and things like that. How do I go about starting the conversation about our side of the story?

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Machala recommended that Berning put something in writing and I will listen for sure. Hammer stated that she agreed that Berning should put something in writing and send it to the Grants Administration Oversight Committee. Reimer agreed with Berning putting something in writing so we can all sit down and take a look at it.

Berning ended with saying that; we appreciate the opportunity to tell our side of the story, We would never want to put the County in jeopardy.

**5) Set next regular meeting;**

After a brief discussion the Committee agreed to not set a date for the next Regular Meeting and instructed Machala to schedule a meeting as needed.

**6) Adjourn:**

There being no further business, Lana moved the meeting be adjourned. Second by Reimer.  
The motion passed 5 Yeas, 0 Nays. The meeting adjourned at 2:20 p.m.

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