

# COMMITTEE REPORT

**COMMITTEE:** Executive  
**CHAIRPERSON:** Yerda Potter  
**DATE/TIME:** March 1, 2004. 7:00 p.m.

## **PRESENT:**

<input checked="" type="checkbox"/> Berlage	<input checked="" type="checkbox"/> Hasken	<input checked="" type="checkbox"/> Stoffregen
<input checked="" type="checkbox"/> Carroll	<input checked="" type="checkbox"/> Potter	
<input checked="" type="checkbox"/> Creighton	<input checked="" type="checkbox"/> Sisler	

Others: Troy Brown, County Administrator  
John Mazor, CVB Executive Director

## **MINUTES**

Lynn Sisler made a motion to approve the minutes of February 2, 2004. John Creighton seconded and the motion passed. The committee was shown a minutes summary sheet that should be filled out at each committee meeting. When using the recorder committee members should each sign in by saying their name, speak loudly, and make sure all motions and seconds are heard.

## **OLD BUSINESS**

### **1. Prevailing Wage**

Merri Berlage suggested that the County Board talk to UCCI (United Counties Council of Illinois) and ask what can be done for a prevailing wage survey. Discussed the prevailing wage rates.

### **2. IDNR Grant**

Some ideas for the IDNR grant are:

- a. Bridge project
- b. Stagecoach Trail project
- c. HVAC system in courthouse
- d. Salt shed
- e. Land acquisition

Discussed the leak in the courthouse and possible need for roof repairs. The committee needs to call IDNR and ask if purchase of land is an appropriate use of this money.

Lynn made a motion to develop a resolution to request the community planning grant from IDNR for \$84,500 for approval of one or more of the following projects: HVAC system in courthouse, acquisition of land and construction of a salt storage building. John seconded and the motion passed.

## **NEW BUSINESS**

### **3. Committee reports**

- a. Lynn reported for Information & Communications Technology Committee that the server has been moved to a more secure location. They are looking into a deal with the phone company on rates. Bill Cooper is looking at dead areas for cell phone reception and radio problems. There is a new employee in the GIS department, Nancy Miller. Discussed the lack of job description

- presented to the Executive Committee and the fact that the opening was not advertised. John made a motion to inform Joe Kratcha that the permanent part-time position needs to be put on hold until such time that the Executive Committee has been able to review documentation and has time to assess the position and need of the position due to budget constraints in conjunction with the County Board Chair and County Administrator. Vince Hasken seconded and the motion passed with Lynn and Terry Stoffregen voting no.
- b. Jody Carroll reported for Public Works that some county roads will be undergoing painting.
  - c. Terry reported for Health, Environment & Law that they are going to get an update on the loan to Jo Daviess County Transit. They have approved renewal of the Blanding Landing contract at \$29.56 per hour. Sharon Wand has requested permission to install a public pay phone in the courthouse for \$50/month and the committee recommends trying it for a year. The Public Defender contracts issue has been finally resolved. Darrell Roberts is asking to expand Special Service Areas 1 and 2. The request needs to be checked by legal to see how to do this, how it was set and who has the power to change the boundaries.
  - d. Vince reported for Development & Planning that the Enterprise Foreign Trade Zone Board has been established. Don Crawford is the chair, Ed Ols is Vice Chair and Betty Steinert is the zoning administrator. 1% of the funds will cover the costs of the zoning administrator. The Zoning intergovernmental agreement between the County and City of Galena is still in the hands of the lawyers to review.
  - e. John reported for the Finance Committee on an overview of budget issues and a review of the last 5 years. Troy Brown was asked to explain the accrual system. The Executive Committee discussed scheduling a public workshop to examine the questions posed by board members in the press.
4. Appointment of Acting Supervisor of Assessments
    - a. Vince made a motion to appoint Donna Berlage as Acting Supervisor of Assessments. Lynn seconded and the motion passed.
  5. Probationary period for new-hire employees
    - a. John Mazor brought up two personnel issues. One is the need to modify a job description with minor changes. He would like to fill that position quickly with a temporary part-time person. The other question is about instituting a 90-day probationary period for new-hire employees. During that time the starting salary would be less and after the 90-days the employee would be raised to a salary in the range of that grade level. John and Troy will talk about these issues.
    - b. John also reported that the State of Illinois may cut 50% of the tourism funding from the 2005 budget.
  6. Some discussion was held on the Public Safety Sales Tax.

Meeting adjourned at 9:35 p.m.