

## COMMITTEE REPORT

**COMMITTEE:** Health, Environment & Law  
**CHAIRPERSON:** Terry Stoffregen, Chairperson  
**DATE/TIME:** Monday, July 19, 2004. 6:00 p.m.

**PRESENT:**

<input type="checkbox"/> Berlage	<input checked="" type="checkbox"/> Petitgout	<input checked="" type="checkbox"/> Stoffregen
<input checked="" type="checkbox"/> Jackson	<input checked="" type="checkbox"/> Potter	<input checked="" type="checkbox"/> Toepfer
<input checked="" type="checkbox"/> Montelius	<input checked="" type="checkbox"/> Sisler	<input type="checkbox"/> Zillig

Other Board Members: Marvin Schultz, John Creighton

Others: Troy Brown, Diane Williams, Sharon Wand, Bill Miller, Tim Stephenson, Le Ann Brandenburg, Steve Allendorf, Brian Melton, Rich Machala

### MINUTES

**1. Minutes**

Margie Montelius made a motion to approve the minutes of June 21, 2004.  
Lynn Sisler seconded and the motion passed.

**2. Staff and agency reports**

- a) Sheriff's Office. The Sheriff reported that Durrant will be in on Wednesday to conduct the survey that was approved at the last County Board meeting. He also reported that a preliminary budget will be prepared by the end of the week. The budget submission will be based on law enforcement needs and therefore will not be within the target given to them by the Finance Committee. Once the budget is received in the County Administrator's office, it will be forwarded to the committee members.
- b) Jo Daviess Transit. Rich Machala reported that he is submitting a request for the final funding installment approved in the FY2004 budget. He reviewed his budget setup and confirmed his target funding amounts with the committee and the County Administrator. (Attached.) Sisler made a motion to send the funding requests forward to the Finance Committee with this committee's approval. Montelius seconded and the motion passed.
- c) Public Defender reports were included in the meeting packet. No reports have been received from Bob Bush. Terry Stoffregen stated that he will ask Mr. Bush again to turn in the reports. The consensus of the committee was that they would also like to see a cumulative number of hours on the report, as well as the number of current cases and the number of cases that have been closed.

**3. Unfinished Business**

- a) Special Service Area Expansion. This matter will be re-addressed at the next committee meeting once 60 days have passed from the date of the Public Hearing held on June 15, 2004 in Elizabeth.

#### 4. New Business

- a) Durrant change order for HVAC project. Jeff Klopfenstein was not present to explain the need for the change order. The committee reviewed the correspondence from Durrant (attached) and had some questions regarding the fabrication of ductwork and if all the labor was included in the price quoted. The consensus of the committee was that the County Administrator will obtain the answers from Durrant and handle the change order administratively.
- b) Budget review
  - i. Circuit Clerk. Sharon Wand reported that she met with the County Administrator and they reviewed her first-round expense estimates. She prepared her budget with some difficulty to meet the target amount she was given. Dane Jackson made a motion to approve the Circuit Clerk's budgets and forward them to the Finance Committee. Tim Petitgout seconded and the motion passed.
  - ii. Coroner. Bill Miller reviewed his budget with the committee. (Attached.) The Coroner clarified for the committee that "on-call pay for deputies" is for Deputy Coroners. Sisler made a motion to approve the Coroner's budget and forward it to the Finance Committee. Petitgout seconded and the motion passed.
  - iii. Probation. Tim Stephenson reviewed his budget with the committee. (Attached.) Jackson made a motion to approve the Probation budgets and forward them to the Finance Committee. Petitgout seconded and the motion passed.
  - iv. Courts. LeAnn Brandenburg presented the Courts budget that includes salaries and expenses primarily for the Public Defenders. Questions from the committee generally referred to working hours and wages/salaries for the Public Defenders. Montelius made a motion to approve the Courts budget and forward it to the Finance Committee. Petitgout seconded and the motion passed.

#### 5. Citizen's Comments

- a) Marvin Schultz would like to see some building maintenance issues addressed at the next meeting; including the wood damage above the main entrance, shrubs and other decorative stuff added around the building.

There being no further business the meeting adjourned at 7:00 p.m.