

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
NOVEMBER 9, 2004**

CALL TO ORDER: Chairperson of the Jo Daviess County Board, Merri Berlage, called the meeting to order at 7 p.m. on Tuesday, November 9, 2004 at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.

ROLL CALL was answered as follows: Present-Merri Berlage, Joanne Bielenda, Jody Carroll, William Cooper, Vincent Hasken, Dane Jackson, Ron Mapes, Tim Petitgout, Yerda Potter, Domer Schubert, Marvin Schultz, Lynn Sisler, Terry Stoffregen, Sally Toepfer and Jack Zillig. Present: 15. Absent-John Creighton and Margie Montelius. Absent: 2.

THE PLEDGE OF ALLEGIANCE was led by Chairperson Berlage.

THE INVOCATION and thought for the day were given by Joanne Bielenda.

AGENDA ITEM I – RECOGNITION OF OUTGOING COUNTY BOARD MEMBERS

Chairperson Merri Berlage presented plaques to outgoing board members in appreciation of their years of service on the Jo Daviess County Board. Lynn Sisler served the County for 12 years and Sally Toepfer served on the board for four years.

AGENDA ITEM II – CONSENT AGENDA

The consent agenda was approved as attached following a motion made by Dane Jackson, seconded by Terry Stoffregen.

The motion carried by roll call vote: Ayes-Merri Berlage, Joanne Bielenda, Jody Carroll, William Cooper, Vincent Hasken, Dane Jackson, Ron Mapes, Tim Petitgout, Yerda Potter, Domer Schubert, Marvin Schultz, Lynn Sisler, Terry Stoffregen, Sally Toepfer and Jack Zillig. Ayes: 15. Nays: 0. Absent-John Creighton and Margie Montelius. Absent: 2.

AGENDA ITEM III – UNFINISHED BUSINESS

There was no unfinished business brought before the board.

AGENDA ITEM IV – NEW BUSINESS AND COMMITTEE REPORTS

Dave Dornbush from Blackhawk Hills RC&D addressed the board in regards to Winnebago County's request to join the RC&D. He presented the board with the pros and cons of having Winnebago County as a member. As a member of Blackhawk Hills RC&D, Jo Daviess County will decide next month if they wish to support the request of Winnebago County to expand the council.

FINANCE, TAX AND BUDGET:

A committee motion to transfer the following monies within the CVB 027 Tourism Promotion fund was made by Yerda Potter. The sum of \$5,000.00 will be transferred from Contingency Expense (027-45161-901-12) and the sum of \$3,521.00 will be transferred from Contingency Expense (027-45161-901-10) to Postage (027-45161-703-10) for the purpose of paying postage. The sum of \$750.00 will be transferred from Education & Training (027-45161-501-14) and the sum of \$500.00 will be transferred from Travel Expenses (027-45161-502-14) to Uniform Allowance (027-45161-441-14) for the purpose of purchasing uniforms for Visitor Information Center staff. The sum of \$3,000.00 will be transferred from Salaries – Full Time (027-45161-401-12) to Salaries – Part-Time & Temporary (027-45161-403-12) for the purpose of paying contracted labor for Meetings and Group Tour program work completed.

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The motion carried by voice vote.

Donna Berlage, Chief County Assessment Officer, reviewed the new laws regarding tax assessment exemptions and explained how the 7% solution worked for assessments.

Ron Mapes made a motion not to accept the 7% solution for Jo Daviess County. Vince Hasken seconded the motion.

The motion not to accept the 7% solution carried by voice vote with a nay vote recorded for Bill Cooper.

INFORMATION AND COMMUNICATIONS TECHNOLOGY:

There was no business brought before the board by this committee.

COUNTY DEVELOPMENT AND PLANNING:

A resolution and an ordinance for the expansion of the Stephenson County Enterprise Zone were approved following a committee motion made by Vince Hasken.

The motion carried by voice vote.

A letter of intent for the CVB to engage Tandem Design and Strategic Marketing (TDSM) for the fiscal year 2005 was approved following a committee motion made by Vince Hasken. This letter of intent is necessary for TDSM to begin working on the media schedule for 2005.

The motion carried by voice vote.

A resolution establishing fees for Wind Energy Conversion systems was approved following a committee motion made by Vince Hasken.

The motion carried by voice vote.

The County will appoint two alternate members to the Zoning Board of Appeals and compensate them for mileage to attend meetings following approval of a committee motion made by Vince Hasken.

The motion carried by voice vote.

Chairperson Merri Berlage updated the board on the resolution that is to be prepared pursuant to the County Board meeting with the CVB Advisory Board on October 21, 2004. She informed board members that a resolution could not be approved without having by-laws in place. She also stated that the issue of the resolution and bylaws would have to wait until the new State's Attorney takes office in December.

PUBLIC WORKS:

A petition for aid was received from Guilford Township for replacement of a culvert on Rawlins Road at an estimated cost of \$80,000. The township will pay for 100% of the preliminary engineering and 50% of the construction, construction engineering and right-of-way. The county will pay for 50% of construction, construction engineering and right-of-way out of line item 011-43145-890 following approval of a committee motion made by Jody Carroll.

The motion carried by voice vote.

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HEALTH, ENVIRONMENT AND LAW:

The Specific Excess Loss/Medical Expense Insurance Policy through IMG for 2005 at a cost of \$7,146.70 to be paid from line item 001-41122-722 was approved following a committee motion made by Terry Stoffregen.

The motion carried by roll call vote: Ayes-Merri Berlage, Joanne Bielenda, Jody Carroll, William Cooper, Vincent Hasken, Dane Jackson, Ron Mapes, Tim Petitgout, Yerda Potter, Domer Schubert, Marvin Schultz, Lynn Sisler, Terry Stoffregen, Sally Toepfer and Jack Zillig. Ayes: 15. Nays: 0. Absent-John Creighton and Margie Montelius. Absent: 2.

A resolution transferring \$3,836.86 from 001-41121-820 to 048-46172-820 for Sheriff's Office vehicles was approved following a committee motion made by Terry Stoffregen.

The motion carried by voice vote.

PLANNING COMMISSION:

The Planning Commission's recommendation to approve a 1-lot subdivision located East of North Menominee Road between Eldon Budden's 3rd and 4th Additions, Eldon Budden, owner was approved following a motion made by Dane Jackson, seconded by Ron Mapes.

The motion carried by voice vote.

The Zoning Board of Appeal's recommendation to approve rezoning property at 18349 Route 20 West, East Dubuque, from I Planned Industrial to CP Planned Commercial for Vincent Koehler was approved following a motion made by Vince Hasken, seconded by Bill Cooper.

The motion carried by roll call vote: Ayes-Merri Berlage, Joanne Bielenda, Jody Carroll, William Cooper, Vincent Hasken, Dane Jackson, Ron Mapes, Tim Petitgout, Yerda Potter, Domer Schubert, Marvin Schultz, Lynn Sisler, Terry Stoffregen, Sally Toepfer and Jack Zillig. Ayes: 15. Nays: 0. Absent-John Creighton and Margie Montelius. Absent: 2.

The Planning Commission's recommendation to issue a Special Use Permit to Brian Construction Company, Christopher Baker, owner to allow a single-family home located at 21 Beldon School Lane, Galena Territory to be used for transient rental was approved, subject to the conditions set forth by the Planning Commission, following a motion made by Tim Petitgout, seconded by Ron Mapes.

The motion carried by roll call vote: Ayes-Merri Berlage, Joanne Bielenda, Jody Carroll, William Cooper, Vincent Hasken, Dane Jackson, Ron Mapes, Tim Petitgout, Yerda Potter, Domer Schubert, Marvin Schultz, Lynn Sisler, Terry Stoffregen, Sally Toepfer and Jack Zillig. Ayes: 15. Nays: 0. Absent-John Creighton and Margie Montelius. Absent: 2.

An amendment to the Zoning Ordinance to address Wind Energy Conversion Systems and amending Special Use Time Duration was approved following a motion made by Vince Hasken, seconded by Joanne Bielenda.

The motion carried by roll call vote: Ayes-Merri Berlage, Joanne Bielenda, Jody Carroll, William Cooper, Vincent Hasken, Dane Jackson, Ron Mapes, Tim Petitgout, Yerda Potter, Domer Schubert, Marvin Schultz, Lynn Sisler, Terry Stoffregen, Sally Toepfer and Jack Zillig. Ayes: 15. Nays: 0. Absent-John Creighton and Margie Montelius. Absent: 2.

EXECUTIVE:

Revisions to the position description of the Building and Zoning Secretary, Zoning Officer and Code Administration Officer as presented with no salary grade level changes were approved following a committee motion made by Yerda Potter.

The motion carried by voice vote.

Revisions to the position description of the County Administrator Office Manager as presented with no salary grade level changes were approved following a committee motion made by Yerda Potter.

The motion carried by voice vote.

AGENDA ITEM V – OTHER COMMITTEES AND BOARDS

Board members appointed to other special committees updated the board with actions involving those committees.

AGENDA ITEM VI– BOARD MEMBER CONCERNS

Marvin Schultz asked if a date had been set for the meeting with the City of Galena. County Administrator Troy Brown said he recently talked with the Galena City Administrator and they are trying to confirm a date in December or January.

AGENDA ITEM VII – CITIZENS’ COMMENTS

Dave Jansen of Galena asked why the County decided to add two alternate members to the Zoning Board of Appeals. Vince Hasken said it was so that an alternate could fill-in if not enough board members are available for a meeting and if a vacancy occurs on the board, an alternate could be moved in to fill the vacancy.

Dave Anderson from Galena asked if the CVB bylaws could be worked on before the resolution was prepared. Chairperson Berlage told him that the State’s Attorney advised her that they needed to be prepared at the same time.

Steve McIntyre from Apple Canyon Lake expressed his concern with public input for committee meetings not being heard until the end of the meeting. He said he felt the public should be heard before the committee makes a decision on issues.

AGENDA ITEM VIII – EXECUTIVE SESSION

The board did not enter into Executive Session.

AGENDA ITEM IX – BUDGET WORKSHOP

County Administrator Troy Brown thanked everyone who participated in the budget process. He explained how this year’s budget process was revenue driven and informed board members where the development of the budget was at this time.

Vince Hasken made a motion to take \$22,000 from the line item for Sheriff’s vehicles and put it into the salary line item for a 1% increase for the general fund employee wages. Lynn Sisler seconded the motion.

The motion was denied by a show of hands. Ayes: 5. Nays: 10.

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A motion was made by Ron Mapes to go with the auditor's recommendations to carry a \$1.2 million reserve fund balance instead of the previously approved \$1.3 million fund balance, which would then free-up \$100,000. Jody Carroll seconded the motion.

The motion carried by voice vote.

Bill Cooper made a motion to take \$5,654 from the general fund levy and allocate it to the 708 Mental Health levy. Joanne Bielenda seconded the motion.

The motion failed by a show of hands. Ayes: 5 Nays: 10.

A motion to increase salary line items in the proposed budget by 1% for all County and non-union employees was made by Ron Mapes. Jody Carroll seconded the motion.

The motion carried by voice vote.

Marvin Schultz made a motion to fund \$1,500 for Animal Control computer equipment, \$1,053 for Courthouse Security for latches on hallway doors, \$15,000 for courthouse parking lot lighting, \$4,000 for Courthouse/Public Safety Building signage, \$2,792 for Public Defender professional services for possible need for outside counsel, \$1,326 for Public Defender full-time salaries, \$873 for Public Defender part-time salaries, \$287 for Public Defender social security, Medicare and IMRF benefits, \$3,000 for investigative services for Public Defender, \$1,000 for Public Defender up-keep of computers, \$1,500 for Office supplies for Public Defender, \$1,000 for travel expenses for Public Defender, \$1,000 for mileage for Public Defender, \$3,341 for replacement of fire alarm system in Public Safety Building and \$3,750 for replacement of jail dishwasher. The remaining \$40,807.03 of the \$100,000 realized by decreasing the reserved fund balance will be put in the Contingency Fund. Tim Petitgout seconded the motion.

The motion carried by voice vote.

AGENDA ITEM X – ADJOURNMENT

The meeting adjourned following a motion made Bill Cooper, seconded by Lynn Sisler.

The motion to adjourn carried by voice vote.

Chairperson Berlage adjourned the meeting at 9:20 p.m. until 7 p.m. November 16, 2004 at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.

Jean Dimke, Jo Daviess County Clerk

**JO DAVIESS COUNTY BOARD
CONSENT AGENDA APPROVED
NOVEMBER 9, 2004**

MINUTES APPROVAL

1. Regular County Board meeting minutes of October 12, 2004
2. Special County Board meeting minutes with the CVB Advisory Board of October 21, 2004

APPOINTMENTS

1. Appointment of Jody Carroll, Steve Keeffer, Vince Hasken, Yerda Potter and Merri Berlage to the Public Works union negotiating committee
2. Appointment of Melissa Sargent to the Board of Health through October 1, 2006 to complete the term of Bonnie Dorman

ORDINANCES, RESOLUTIONS AND PROCLAMATIONS

1. Resolution adopting the National Incident Management System

RAFFLE APPLICATIONS

1. Hanover Fire Department-November 9 through December 18, 2004

CLAIMS

1. Claims approval in the amount of \$947,305.32