

COMMITTEE REPORT

COMMITTEE: Executive
CHAIRPERSON: Yerda Potter
DATE/TIME: April 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	

Other County Board members: Marvin Schultz

Others: Troy Brown, County Administrator; John Mazor, CVB Executive Director;
Nancy Miller, GIS; Angie Kaiser, County Clerk's office

MINUTES

Terry Stoffregen made a motion to approve the minutes of March 1 and March 4, 2004.
John Creighton seconded and the motion passed.

OLD BUSINESS

1. For clarification on item 3b of the March 1, 2004 minutes there was a general discussion on the road striping that was not approved.

NEW BUSINESS

2. Rollover of employee sick time.
Angie Kaiser addressed the need for our personnel handbook to include policy regarding the use of sick time as it relates to internal hiring, resignations and IMRF.

OLD BUSINESS

3. Prevailing Wage
Lynn Sisler made a motion to drop the prevailing wage discussion. Jody Carroll seconded and the motion passed.
4. IDNR grant resolution
A resolution for the used of the IDNR Community Planning Allowance grant was presented for informational purposes. The Finance Committee is recommending to the Board that the funds be used for HVAC system upgrades in the courthouse. The committee discussed moving the multi-year project forward at a faster pace. The County Administrator's office will contact Durrant to see what is possible.

NEW BUSINESS

5. Inter-committee comments and discussions
 - a) Information & Communications. Lynn reported that the committee is working on the communications "dead area" that is in the county.
 - b) Development & Planning. Vince Hasken reported that the LRA Enterprise Zone was supposed to happen today. The Foreign Trade Zone

is also moving ahead. The committee is forwarding a resolution to the Board opposing the Governor's budget cuts for tourism funding.

- c) Finance Committee. John reported that the committee has made a recommendation to spend the IDNR grant money. They have had discussions on accrual and cash basis accounting. John, Merri and Troy met with the auditor to discuss the special budget meeting. The auditor wants to have the audit completed before presenting anything to the Board. The committee received some year-end reports indicating that the FY2003 actual numbers were within 98.8% of budget.
- d) Health, Environment & Law. Terry reported that the State is falling behind in making payments to Jo Daviess Transit. Rich told the committee that he is hoping to pay back the \$1500 loan in 2004. A request for transit service for 1 person was denied by the committee because it would take most of the yearly budget for the whole program. The Special Service District expansion is being discussed. A LECP report will be presented to the Board for approval. Jeff from Durrant worked with Troy Brown and they accepted a bid for \$9500 to fix the roof over the mechanical room while the other project is in process. The value of the SRPP program with NICAA was also discussed in the committee and the committee wants to make sure Jo Daviess County participates next year.
- e) Public Works. Jody reported that the MFT has let bids and they will be forwarded to the Board for approval. Nothing has been happening with the Derinda property. Guilford has a 50/50 project. Discussed changing the fee for overnight dog visitors to \$25.00
- f) Space study. Troy reported that the States Attorney will be sending a letter to Maximus about the contract.
- g) Yerda Potter made some comments and suggestions about the budget process. She would like to see greater sharing of information during the process. She indicated her desire to look at the revenue side early in the process. It was pointed out that roughly 85% of the budget is for payroll purposes.
- h) The committee discussed office space in the courthouse and the possibility of relocating the Economic Development Coordinator out of the County Administrator's office.
- i) CVB positions. The committee reviewed the various changes to position descriptions in the CVB. Discussed changing the Director of Communications/Public Relations to Director of Communications/Internet Marketing. Jody made a motion to approve the position and description of Director of Communications/Internet Marketing to replace Director of Communications/Public Relations. Lynn seconded and the motion passed. Discussed the salary range for the position and the need to advertise the position for two weeks.

6. Executive Session

- a)** Merri made a motion to enter into Executive Session. Lynn seconded and the motion passed.
- b)** Lynn made a motion to leave Executive Session. Merri seconded and the motion passed.

Meeting adjourned at 10:00 p.m.