

# COMMITTEE REPORT

**COMMITTEE:** Executive  
**CHAIRPERSON:** Marvin Schultz  
**DATE/TIME:** August 1, 2005. 7:00 p.m.

**PRESENT:**

Berlage  
 Carroll  
 Hasken

Jackson  
 Mapes  
 Potter

Schultz

**Other Board Members:** Beth Baranski

**Others:** Troy Brown

## MINUTES

### 1. Minutes Approval

Ron Mapes made a motion to approve the minutes of July 5, 2005. Dane Jackson seconded and the motion passed.

### 2. Citizens' Comments - none

### 3. Old Business

- a) Discussion of possible revisions to the employee handbook. The revisions are close to being completed and will be distributed. Please review them and bring your questions and comments to the next meeting.
- b) Board training/education.
- c) Board goals and planning. The committee discussed that the goals need to be updated.
- d) Discussion of employee health insurance. Ron Mapes stated that the intent is to find the best plan for the employees for the best price. The County Administrator reported that the RFP process is to get the bids posted and to see what is available. Overall premiums can be reviewed, but neither he nor Angie Kaiser is qualified to evaluate the RFPs that will be received. He reported that the last meeting of the staff ad hoc committee did not go well and the staff was confused as to the purpose of the meeting and the committee. Merri Berlage will check with the United Counties Council of Illinois (UCCI) to see if they can offer some guidance. The current health insurance contract expires at the end of November. Vince Hasken made a motion to have the revised health insurance RFP reviewed at a special meeting of the Executive Committee at 6:00 p.m. on August 9. Ron Mapes seconded and the motion passed. The committee also suggested that a memo be sent to all the departments updating them on this project.

### 4. New Business

- a) Inter-committee comments and discussion.

- i. Jody Carroll reported that the Public Works Committee has been discussing the Scales Mound intersection. County Engineer Steve Keeffer presented the committee with a list of projects.
- ii. Yerda Potter reported that the Finance Committee discussed the cost of direct deposit software, estimated at \$3500, and decided it should be included in the FY06 budget. They also discussed the possibility of holding a fraud detection workshop with representatives from Lindgren, Callihan and Van Osdol. They also recommended approval of a holiday advertising campaign for the CVB. The joint committee meetings for initial review of the budgets will be held the week of August 29. The DUI Fund has been closed and will be revisited during the FY2006 budget process.
- iii. Marvin Schultz reported that the Social and Environmental Committee is going to have Judy Eikstadt come to the next committee meeting to talk about the Small Rental Properties Program.
- iv. Vince Hasken reported that the Information & Communications Technology Committee is recommending changing the internet contract to include five IP addresses instead of two IP addresses. There is discussion about the new email server and an email policy is needed. The committee continues to discuss a microphone system and will come to the full Board with the best information.
- v. Merri Berlage reported that the County would like to obtain the riverboat license that was formerly here, or receive compensation from the State.
- vi. Troy Brown reported that there are some questions and concerns from this committee about the salary and wage study. He reported that the audit has been received and noted that it is a different format than in previous years due to the new reporting requirements. The budget process is continuing on schedule. He has been speaking with various department heads. Agency letters requesting budget proposals have been sent out. He is also working with the auditor to determine the estimated fund balance for the end of FY05/beginning of FY06.
- vii. Dane Jackson reported that the Law & Courts Committee continues to discuss a maintenance man and is working on a job description. Sheriff Allendorf confirmed to the committee that there are no cars available for them to purchase right now. The committee has talked about sending a letter to IDOT requesting a directional sign on Highway 20 for the courthouse. Hasken questioned the need for a maintenance person. Durrant has recently corrected a problem with sprinklers that had been covered up by a courthouse project. The committee has had extensive discussions about the roof and the need for an emergency repair before winter. The committee is encouraged to investigate heat tapes for the gutter system. Bids for this project will likely be required.

viii. Ron Mapes reported that Development & Planning is recommending that the County Board consider the “campus” approach for a new Visitors Center that is the subject of the Scenic Byways sub-committee. They would like a site between Elizabeth and Galena. The committee received a report on economic development by Pat Leitzen-Fye. The CVB is requesting some line item transfers in order to pursue an ad campaign. John Creighton gave the committee a presentation on his proposed wind farm. The Zoning Ordinance Review Committee has held a discussion questioning the direction of the committee and the scope of the project they are working on. Carroll stated that he feels that there will be a lot of discussion once a draft is finally presented and it might be easier to make changes to the comprehensive plan once this zoning ordinance is completed. The committee discussed the original mission for the review committee.

- b) Board room seating. The committee discussed the chairs in the County Board Room and if there were more audience chairs at one time. Some members also question if there is a limit for the capacity of the room.

## **5. Board Member Concerns**

## **6. Citizens' Comments**

## **7. Executive Session**

- a) Hasken made a motion to enter into executive session at 8:50 p.m. for the purpose of reviewing closed session minutes (section 2(c)21), discussion of personnel (section 2(c)1), collective bargaining (section 2(c)2) and litigation (section 2(c)11). Carroll seconded and the motion passed.
- b) Hasken made a motion to return to open session at 10:40 p.m. Carroll seconded and the motion passed.
- c) Potter made a motion to open the following closed session minutes: Development & Planning February 28, 2005; Finance, Tax & Budgets December 30, 2004; and Finance, Tax & Budgets February 24, 2005 and keep the other closed session minutes sealed at this time. Jackson seconded and the motion passed.

Meeting adjourned at 10:42 p.m. following a motion by Carroll and seconded by Mapes.