

COMMITTEE REPORT

COMMITTEE: Social & Environmental
CHAIRPERSON: Marvin Schultz
DATE/TIME: October 18, 2006. 7:00 p.m.

PRESENT:

Baranski
 Berlage
 Montelius

Potter
 Schubert
 Schultz

Zillig

Other Board Members:

Others: Heather Miller, Rich Machala, Leslie Mastroianni

MINUTES

Chairperson Marvin Schultz called the meeting to order at 7:00 p.m.

1. Minutes

Jack Zillig made a motion to approve the minutes of the September 20, 2006 committee meeting. Margie Montelius seconded and the motion passed.

2. Citizens' Comments – none

3. Old Business

- a) Small Rental Properties Program. Leslie Mastroianni from NICAA explained that the program is funded from HUD through IHDA (Illinois Housing Development Authority). Only units of government can use this program, primarily because the properties have to be monitored for five years. Funds are used for life, health safety, roof, plumbing, lead hazards, etc. to meet HUD standards. Landlords can receive up to 75% of the rehab costs and must match the 25%. Properties must be eleven units or less, and rents must be affordable for low-income residents. We need to check to see if this is considered a Federal or State grant as far as audits go. Audit costs to the County are about \$1,500. The grant breaks down into hard costs (i.e. money to the contractors) and soft costs (i.e. lead tests, inspections), project delivery costs of 10-15% of the grant and administrative costs of \$10,000. Admin covers marketing, Leslie's salary, 5-year compliance review of the properties, office space, supplies and equipment. Rich Machala, NICAA President, said that NICAA loses approximately \$1,000 to \$2,000 on this program each year. He will check with the County Administrator to determine what the actual audit figure will be and then bring the issue to the NICAA Board to see if they will be willing to cover some of the audit cost. Leslie will check with Stephenson County to see how they handle the audit cost. Leslie is looking for contractors; generally smaller companies with two to three people who have insurance and credit as it's a reimbursement program. A lead license is required. About \$500,000 is put into Jo Daviess County annually through the NICAA programs. Marv Schultz asked the County Treasurer about the amount of work required by her office and it is so small that no fee is required.
- b) Department and committee goals will be held until the new Board is established.

- c) Space study. Some of the items that were observed when the committee was touring the buildings confirmed findings from the Maximus study. Parking is a problem – work with Transit, share parking with nearby entities. Buildings are too crowded and not compatible with the work that is done. Ideas were expressed about building a new facility. The committee discussed if there is a possibility of using space in HCC, perhaps for the Building & Zoning Office. An idea was presented of working with the City of Galena on obtaining the current City Hall site if the City builds a new building. The committee reviewed the office drawings provided by All-Systems. In the State’s Attorney’s Office, the secretary area is the highest priority and quotes were also provided for the Victim Witness Coordinator’s Office as well as the two attorneys’ offices. The total for all of the State’s Attorney’s Office is approximately \$17,000. The total for the Administrator’s Office is just under \$10,000 as proposed. According to the County’s purchasing ordinance if the amount is over \$10,000, then the project must be put out for bids. There was discussion about security for the offices. There was a long discussion about making improvements to an old building and the possibility of building a new facility. Yerda Potter made a motion to complete the projects for the County Administrator’s Office and the State’s Attorney’s Office and put the remaining \$10,000 in the Courthouse budget for another project. The motion died for lack of a second. The committee discussed the needs of other offices. Beth Baranski made a motion to accept the concept of refurbishing offices, to prioritize the various department improvements, and spend budgeted funds according to priorities. Montelius seconded and the motion passed with Yerda Potter voting no.

4. Staff Reports

- a) Jo Daviess County Transit. Rich Machala asked the committee if the fuel surcharge should be eliminated in December. New fuel bids should be available for next year in December.
- b) Health Department. Heather Miller reported that thirty-seven of one hundred ninety restaurants in the County are smoke free. She also reported the flu clinics will be scheduled once the flu vaccines arrive.

5. New Business – none

6. Citizens’ Comments

Machala reported that NICAA administers a low-income heating and air conditioning program. There is a person in the county every day that can enroll people in the program and \$361,222 has been obligated for the program. He also stated that a Jo Daviess County Board representative is needed for the NICA Board.

7. Board Member Concerns

Meeting adjourned at 8:25 p.m. following a motion by Zillig and seconded by Potter.