

COMMITTEE REPORT

COMMITTEE: Executive Committee
CHAIRPERSON: Steve Allendorf, Chairperson
DATE/TIME: March 3, 2020 @ 6:31 pm
PRESENT:

<input checked="" type="checkbox"/> Diane Gallagher	<input type="checkbox"/> Bill Bingham	<input checked="" type="checkbox"/> LaDon Trost
<input checked="" type="checkbox"/> Scott Toot	<input checked="" type="checkbox"/> Don Hill	<input type="checkbox"/> Lucas Bourquin
<input checked="" type="checkbox"/> Steve Allendorf	<input type="checkbox"/> John Lang	<input checked="" type="checkbox"/> John Schultz

A quorum was established.

Other Board Members: Don Zillig.

Others: Dan Reimer, Angela Kaiser, John Hay, Melisa Hammer, Rose Noble, Kathy Farlow, and Krista Ginger.

1. Minutes Approval

- a) Minutes of the February 4, 2020 Executive Committee meeting – **LaDon Trost made a motion to approve the February 4, 2020 Executive Committee meeting minutes as presented. Seconded by Diane Gallagher and motion carried.**

2. Citizens' Comments – None.

3. Unfinished Business

- a) FY2019/FY2020 Strategic Goals and Plans – Strategic goals and plans will be reviewed quarterly. The next review will be April 7, 2020.
- b) Update on the Bautsch Gray and Marsden Mine Sites on Blackjack Road – Nothing to report at this time.
- c) Update on Jo Daviess County FOIA requests – The committee reviewed the updated FOIA request report.
- d) Update of Jo Daviess County Special Service Area Commissions – Nothing to report at this time.
- e) Update on the Cannabis Regulation and Tax Act – As the Cannabis, Drug, and Alcohol Use & Abuse Policy has been adopted, the committee recommends this item be removed from Unfinished Business.
- f) Update on the Galena Preservation Action Organization – Krista Ginger updated the committee on the Trail Walk held on Saturday, February 29, 2020. Approximately twenty people attended and were familiarized with the proposed plan and geographic layout.

4. New Business

- a) Discussion and possible action regarding an Ordinance to Establish the Salary of the Jo Daviess County Coroner – Members discussed the position of Coroner and asked questions regarding the responsibilities and current budget of the office. Steve Allendorf explained the Coroner is always on call and is notified if there is a death with unusual circumstances. The Coroner is in charge of the body and will transport for autopsies. Members felt the salary increases in the past did not properly reflect other elected official increases, so discussed a higher percentage of increase. **Don Hill made a motion to move forward to the County Board a recommendation to adopt an Ordinance to Establish the Salary of the Jo**

Daviess County Coroner that includes a 3% increase per year, setting the FY2021 salary at \$19,675, FY2022 salary at \$20,265, FY2023 salary at \$20,873, and FY2024 salary at \$21,499. Seconded by John Schultz and motion carried.

- b) Discussion and possible action on Destination Marketing Management Agreement – John Hay updated the board on the proposed agreement. The board had approved a proposed agreement in October, 2019 that spans ten years, automatically renewing each year with a written termination notice period of six months prior to renewal that is available to both parties. After speaking with the attorney for GGMI, they would like to counter-propose that the written termination notice period of six months prior to renewal be changed to eight months and the agreement start date changed from December 1, 2019 to July 1, 2020. John sees no issue with these proposed amendments. **Don Hill made a motion to forward to the County Board a recommendation to approve the Destination Marketing Management Agreement as presented. Seconded by John Schultz and motion carried.**
- c) Discussion, recommendation and possible action to review closed session minutes – John Hay suggested to the committee to have his office review all of the closed session minutes prior to a meeting so I am prepared to give a recommendation for all of them. He thinks this can streamline the process not only right now, but also in the future, because it will be easier for him when he has notes he can reference about minutes he has previously reviewed. He assured members that the closed minutes will be available to anyone that wants to personally review them at that time. **Scott Toot made a motion to forward to the County Board a recommendation to allow the States Attorney’s office to semi-annually review closed session minutes and give the board his recommendations on whether or not they should be opened. Seconded by LaDon Trost and motion carried.**

5. Staff Reports

- a) County Clerk: Angela Kaiser informed the committee the new ApWorkflow, BudgetWorkflow, and Excel Connector GL financial modules were installed last week. Employees were immediately working in the AP module and with some tweaking, things seem to be going well. Early voting is underway and they are noticing an uptick in traffic in the last week. The county’s final multiplier was received and tax extension will be underway as soon as the election is over.
- b) County Administrator: Dan Reimer informed the committee the audit fieldwork went well and we should have a report at the April meeting. He distributed the FY2019 financial statements and noted the ending fund balances were very good. He discussed current trends in building permits, recording, and tax revenue.

6. Summary of Committee Activities

- a) 2020 Census: Diane Gallagher reported that the committee continues to meet with community members. The \$25,000 grant agreement was signed, so those funds will be available for the census count efforts.
- b) Special Service Area Commissions: Steve Allendorf informed the committee that he has set a meeting on March 13, 2020 with members of the Elizabeth Ambulance service to discuss the tax rates for SSA #2&4 and SSA #5 and the options available to raise additional funds. He also spoke of the concern the Warren Ambulance Service has with providing coverage for the Stockton area when their service is unable to answer calls. Warren Ambulance provides the service for SSA #1, but when they are called out to cover Stockton, they are concerned about leaving their area possibly unprotected.

7. Citizens Comments – None.

8. Board Member Concerns

- a) Scott Toot is meeting with John Hay to draft a facility use agreement with Jo Daviess County Housing Authority (McCoy Manor) prior to pouring the cement sidewalk between the Sheriff's parking lot and their property. The JDC Soil & Water Conservation District, in conjunction with the Association of Illinois Soil & Water Conservation Districts is asking the county to support an additional \$4 million in funding in the state's FY2021 operating budget. The board is also being asked for a letter of support for an updated feasibility study for passenger rail service between Rockford and Dubuque, IA. These two items will be discussed at a special Executive committee meeting, to be held on March 10, 2020 at 6:45 p.m. He also let the committee know that he is going to speak to Joe Kratcha about mounting an additional monitor in the County Board room.

The meeting adjourned at 7:56 p.m. following a motion made by John Schultz. Seconded by Don Hill and motion carried.

The next meeting of the Executive Committee is scheduled for Tuesday, March 10, 2020 at 6:45 p.m.