

## COMMITTEE REPORT

**COMMITTEE:** Joint Meeting-Executive/Finance, Tax, & Budget Committees  
**CHAIRPERSON:** Steve Allendorf, Chairperson/John Schultz, Chairperson  
**DATE/TIME:** May 12 @ 5:30 pm

**PRESENT-EXECUTIVE:**

<input checked="" type="checkbox"/> Steve Allendorf, Chair	<input type="checkbox"/> Bill Bingham	<input checked="" type="checkbox"/> LaDon Trost
<input checked="" type="checkbox"/> Scott Toot, Vice-Chair	<input checked="" type="checkbox"/> Don Hill	<input checked="" type="checkbox"/> Lucas Bourquin
<input type="checkbox"/> Diane Gallagher (Arrived 5:38pm)	<input checked="" type="checkbox"/> John Lang	<input checked="" type="checkbox"/> John Schultz

**PRESENT-FINANCE:**

<input checked="" type="checkbox"/> Steve Allendorf	<input checked="" type="checkbox"/> John Schultz, Chair	<input checked="" type="checkbox"/> Staci Duerr
<input type="checkbox"/> Diane Gallagher	<input type="checkbox"/> Vacant	<input checked="" type="checkbox"/> Ron Smith
<input checked="" type="checkbox"/> Scott Toot	<input checked="" type="checkbox"/> John Lang	

A quorum was established for each committee.

Other Board Members: Robert O'Connor and Don Zillig.

Others: Angela Kaiser, Dan Reimer, John Hay, Kevin Turner, Eric Tison.

**1. Minutes Approval**

- a) Minutes of the March 3, 2020 and March 10, 2020 Executive Committee meetings – John Lang made a motion to approve the March 3, 2020 and March 10, 2020 Executive Committee meeting minutes as presented. Seconded by Steve Allendorf and motion carried.
- b) Minutes of the April 13, 2020 Joint Executive/Finance Tax & Budgets Committee meeting – Staci Duerr made a motion to approve the April 13, 2020 Joint Executive/Finance Tax & Budgets Committee meeting minutes as presented. Seconded by Ron Smith and motion carried.

**2. Citizens' Comments** – None.

**3. Unfinished Business** – None.

**4. New Business**

- a) FINANCE: Discussion and possible action to approve the purchase of two Sheriff squad vehicles – Sheriff Kevin Turner requested this item be postponed until further information could be compiled.
- b) EXECUTIVE: Chairperson Steve Allendorf recognized John Lang and requested he, as a member of the Grant Administration Oversight Committee (GAOC), speak to Executive Agenda Items 5(a) and 5(b) – John Lang gave a synopsis of the GAOC recent meetings and findings. There have been several issues throughout the past year between the County and the Operator that have concerned the committee, such as a lack of communication, difficulty in accessing information resulting in missed deadlines, etc., however it appears these issues are slowly being resolved. Due to the recent pandemic, scheduled face to face meetings were cancelled and the time frame for applying for the grant has grown short. While the committee is optimistic things are heading in the right direction, they feel a probationary period is appropriate at this time. They feel this will ensure everyone works together as dictated by the current Operator agreement, but protects the County if there continue to be problems. In regard to the FY21 Budget, there is a shortfall in revenue that has created a deficit budget. There are

prospective revenue streams the Operator is exploring, but he wants the board to be aware that this could potentially result in a financial liability to the County, estimated to be in excess of \$87,000.00. Don Hill believes the Transit System is vital to Jo Daviess County and regardless of financial uncertainty, the County must apply for the grants and continue to offer the service.

- c) EXECUTIVE: Consideration of a recommendation that the County apply for, and accept, both the State FY21 Federal Section 5311 Transit Grant and the State FY21 Downstate Operating Assistance Grant with The Workshop as The Operator under a Probationary Period to end on March 1, 2021 – Chairperson Steve Allendorf chose to address Executive Item 5(b) first. **John Lang made a motion to move forward to the County Board a recommendation to apply for, and accept, both the State FY21 Federal Section 5311 Transit Grant and the State FY21 Downstate Operating Assistance Grant with The Workshop as The Operator under a Probationary Period to end on March 1, 2021. Seconded by John Schultz and motion carried.**
  
- d) EXECUTIVE: Discussion and possible action to approve the Jo Daviess County Transit’s Operator’s (The Workshop) State FY2021 Budget for operating the Jo Daviess County Transit System for FY21 – **Don Hill made a motion to move forward to the County Board a recommendation to approve the Jo Daviess County Transit’s Operator’s (The Workshop) State FY2021 Budget for operating the Jo Daviess County Transit System for FY21. Seconded by John Lang and motion carried.**
  
- e) EXECUTIVE: Discussion and possible action to approve an amendment to the Destination Marketing Management Agreement – There was a minor edit to section 5A in the agreement originally approved on March 10, 2020. **Don Hill made a motion to move forward to the County Board a recommendation to approve an amendment to the Destination Marketing Management Agreement. Seconded by John Schultz and motion carried**
  
- f) EXECUTIVE: Review, discussion and possible action on the Jo Daviess County Employee Absence During a Catastrophic Public Health Emergency Policy (P2020-4) – The current policy was reviewed, which initiated discussion on various aspects of employee absence during the pandemic and how they are paid during this time. Concerns were raised regarding vacation accrual and usage for both union and non-union employees now, and after the disaster proclamation expires. This, in turn raised questions the committee felt were not related to this particular policy. Lucas Bourquin has concerns regarding union vacation approval after the disaster proclamation ends and the County potentially being short-staffed during those periods, because he does not feel employees should be denied their vacation. Scott Toot noted that union contracts supersede County policy. The committee ultimately decided against making changes to the Employee Absence During a Catastrophic Public Health Emergency Policy (P2020-4) and will not forward a recommendation to the County Board at this time.
  
- g) EXECUTIVE: Discussion and possible action regarding a request by Sheriff Turner to hire a Deputy to fill a future vacant position – The recently implemented Category 2 hiring freeze policy requires any new or vacant positions to be filled only with approval of the County Board. Due to the upcoming retirement of a lieutenant and the Sheriff’s intention to fill command positions by promoting from within, there will be an open Deputy Sheriff position. Steve Allendorf asked if the new lieutenant will be ineligible for overtime. Sheriff Turner replied they are looking into that. He then asked if this could be postponed until the County is in a better financial position. Sheriff Turner is looking into grant options, but he currently spends the majority of his day in meetings related to the COVID-19 crisis and his Chief Deputy has had additional duties added as well, so he is reluctant to be without a lieutenant at this time. Don Hill asked questions regarding the promotions and salaries, mainly whether or not the exempt lieutenant position will be eligible for overtime. Lucas Bourquin asked if the

current lieutenant and the new Deputy Sheriff hire would be on the payroll at the same time and is it possible the lieutenant promotion could be postponed until the new Deputy has completed training. Scott Toot spoke in favor of the hire and the resulting promotions, because it is paramount we maintain public safety, especially during these trying times. As a strong advocate for law enforcement, Steve Allendorf says he understands the need, but continues to be very concerned about the unknown financial impact personnel decisions will have on the County. Lucas Bourquin believes law enforcement should be supported, regardless of financial impact. John Lang and Don Hill want to be sure the newly promoted lieutenant is not eligible for overtime. **John Schultz made a motion to move forward to the County Board a recommendation to approve a request by Sheriff Turner to hire a Deputy Sheriff to fill a future vacant position. Seconded by LaDon Trost and motion carried by roll call vote. Ayes: 8. Nays: 0.**

- h) EXECUTIVE: Discussion and possible action to allow the Jo Daviess County Ad-Hoc Economic Development Committee to begin scheduling virtual ZOOM meetings, effective May 18, 2020 – **John Lang made a motion to move forward to the County Board a recommendation to allow the Jo Daviess County Ad-Hoc Economic Development Committee to begin scheduling virtual ZOOM meetings, effective May 18, 2020. Seconded by Scott Toot and motion carried.**
- i) EXECUTIVE: Update on Jo Daviess County Small Business Stabilization Grant Program - Eric Tison informed the committee there are 26 applicants with grant funding requests just over \$107,000.00. A meeting will be set for next week to review and award grants. Scott Toot hopes to open the application period up for a second round of awards after the first award period is finished with revised requirements to possibly include businesses operating out of their homes. LaDon Trost is in favor of a second round of awards, as well.

**5. Closed Session** – None.

**6. Possible action as a result of closed session** – None.

#### **7. Staff Reports**

- a) County Administrator: Dan Reimer talked about the potential financial impact on the County as a result of the COVID-19 pandemic. FY19 ended on a high note, as the projected deficit ended up as a small surplus. For FY20, we surely will be facing a loss of revenue and increased expenses due to the pandemic. Preliminary General Fund estimates look to be approximately a loss of \$700,000 in revenue and an increase of \$240,000.00 in expenses.

**8. Summary of Committee Activities** – None.

**9. Citizens Comments** – None.

#### **10. Board Member Concerns**

- a) Steve Allendorf would like to resume committee meetings.
- b) LaDon Trost asks that all committee members identify themselves before speaking.

The meeting adjourned at 6:45 p.m. following a motion made by John Schultz. Seconded by John Lang and motion carried.

The next meeting of the Executive Committee is scheduled for Tuesday, June 2, 2020 at 6:30 p.m.