

**JO DAVIESS COUNTY BOARD RETREAT
MEETING MINUTES
MAY 15, 2019**

AGENDA ITEM I - CALL TO ORDER: Jo Daviess County Chairperson Scott Toot called the meeting to order at 5:30 p.m. Wednesday, May 15, 2019, at the Elizabeth Community Building in Elizabeth, Illinois. Chairperson Toot introduced and welcomed Alan Wenzel as the County Board Retreat Facilitator.

AGENDA ITEM II - ROLL CALL was answered as follows: Present - Steve Allendorf, Brandon Behlke, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, John Schultz, Ron Smith, Scott Toot, LaDon Trost, and Don Zillig. Present: 17. Absent: 0.

Also in attendance were State's Attorney John Hay, Circuit Clerk Kathy Phillips, Treasurer Melisa Hammer, Sheriff Kevin Turner, EMA Director Charles Pedersen, County Engineer Steve Keeffer, Probation Director Jamie Watson, GIS/IT Coordinator Joe Kratcha, Chief County Assessment Officer Donna Berlage, Public Health Interim Administrator Sandra Schleicher, Planning and Development Administrator Eric Tison, 708 Mental Health Board President Elaine Townsend, County Administrator Dan Reimer, County Administrator Office Manager Mary Althof, and Clerk/Recorder Angela Kaiser.

AGENDA ITEM III - THE PLEDGE OF ALLEGIANCE was led by Chairperson Toot.

AGENDA ITEM IV – CITIZENS' COMMENTS:

There were no citizens' comments at this time.

AGENDA ITEM V – INTRODUCTIONS

Alan Wenzel, the facilitator of the County Board Retreat, asked those in attendance to introduce themselves, state their positions within the structure of the County, their place of residence, and their length of service. He then reviewed the agenda and retreat objectives.

AGENDA ITEM VI – State's Attorney John Hay reviewed procedures and rules on Open Meetings Act, Freedom of Information Act, and County Board Rules of Order.

AGENDA ITEM VII – FINANCIAL OVERVIEW OF JO DAVIESS COUNTY

County Administrator Dan Reimer gave a financial report on where the County stands as of the FY2018 audit and the present FY2019 budget.

AGENDA ITEM VIII – REVIEW 2017 COUNTY BOARD STRATEGIC GOALS

County Board Committee members reviewed the projects and goals their committees were assigned following the FY2017 County Board Retreat and whether they are completed or ongoing items.

Reports were given on Board of Health, ETSB Board, 708 Mental Health, and EMS Ad-Hoc Committees.

AGENDA ITEM IX – BREAK

There was a ten minute break at this time in the meeting.

AGENDA ITEM X – DISCUSSIONS ON COUNTY PRIORITIES, PROJECTS AND GOALS

Facilitator Alan Wenzel stated that the next order of business would be to develop a list of County goals and projects, prioritize them and assign them to committees.

Jo Daviess County Board Retreat Minutes

May 15, 2019

Page 2 of 4

The following is a list of prioritized goals and projects that was developed, the committees that will be responsible for each one, and the votes for each project.

Executive Committee

1. Investigate a new courthouse (25)
2. Investigate County Board redistricting – reduce the size of the Board (21)
3. Construct a new County employee pay system (16)
4. Increase involvement with GGMI/focus on significant long term county financial stability instead of early proportionately insignificant fees (14)
5. Implement GGMI Agreement to pay county expenses (13)
6. Create and implement County cannabis control ordinance (12)
7. Investigate creating a resolution to rescind PTELL (10)
8. Develop a plan for attracting qualified, experienced candidates for vacant County positions (10)
9. Review Maximus space study (5)
10. Conduct market analysis review of employee compensation plans (4)
11. Complete County restructuring and reapportionment plan (3)
12. Implement County Foundation (1)
13. Decrease number of Board committees and outside committees

Information and Communication Technology

1. Obtain redundant I-Fiber network service for the County (27)
2. Install voice recognition system for recording meetings (21)
3. Complete hiring of third IT person (15)
4. Supply County Board members with laptops dedicated to Board business (13)
5. Provide instruction to Board members on accessing F.T.P.

Legislative

1. Promote more passing lanes on Highway 20 (24)
2. Implement 1% service tax (20)
3. Establish Home Rule for County (15)
4. Restore funding from the distributive Fund (5)
5. Investigate hiring a part-time or full-time lobbyist (1)
6. Find options for other municipalities to supply law enforcement assistance for the County

Finance, Tax and Budget

1. Fund exterior courthouse repairs immediately (42)
2. Fund county-wide space need studies for all County facilities (19)
3. Research expense saving measures (employee incentives, i.e.) (9)
4. Investigate and implement additional revenue sources for the County (9)
5. Revise practice of splitting 1% sales tax with Highway – all tax going to the General Fund (6)
6. Increase Contingency fund to \$500,000 by 2022 (4)
7. Establish objective rubric/criteria decisions (3)

Development and Planning

1. Revise Zoning Ordinance to better promote business growth (56)
2. Develop plan to encourage hemp and cannabis cultivation (15)
3. Create Economic Development Plan for the County (13)
4. Update County Comprehensive Plan (9)
5. Seek Federal grants to find/recruit industries appropriate for the area (8)
6. Develop a comprehensive JDC marketing plan to promote the County (3)

Jo Daviess County Board Retreat Minutes

May 15, 2019

Page 3 of 4

7. Continue to review and rollout of residential building codes (1)
8. Update Guest Accommodation Ordinance (1)

Law and Courts

1. Continue to work for EMS solutions (31)
2. Replace EMA vehicle (16)
3. Continue Courthouse security improvements (15)
4. Explore options for separate drug testing facilities for Probation (14)
5. Replace radio system with 800 MGHZ (11)
6. Complete courthouse maintenance (soffit, fascia, flooring) (9)
7. Develop a comprehensive ten year plan for Courthouse maintenance (9)
8. Finish EOC Training Center (8)
9. Create Courthouse parking (7)

Social and Environmental

1. Get Health Department “back online” with director and board (27)
2. Increase ability to address/serve mental health needs within the County (26)
3. Expand Health Department services (15)
4. Research opportunities/methods for increasing the County’s population (11)
5. Research a County “Climate Action Plan” (6)
6. Maintain a positive public image of living/working within the County (3)
7. Bring back cat and dog registration (1)

Public Works

1. Complete replacement of structurally deficient county bridges (5-6) (35)
2. Continue to work on Blackjack Road, especially the shoulders (13)
3. Develop a plan and solutions for flood prone areas (9)
4. Redo more than 1-2 miles of County roads each year (7)
5. Investigate purchase of pavement striper (3)
6. Continue investigating ways to work with township road commissioners (3)

All Committees

1. Implement mandatory yearly maintenance schedules for all County-occupied buildings (25)
2. Conduct a thorough evaluation of future labor needs (15)
3. Research the possibility of consolidation of services with other counties/local agencies (11)
4. Identify and implement cost saving measures through sustainability practices (such as going paperless for all departments as much as possible) (8)
5. Make county residents more aware of County/Department services (4)
6. Investigate local, in-state options for services and equipment (2)

AGENDA ITEM XI – DISCUSSION ON OTHER TOPICS.

There were no other topics that needed discussion.

AGENDA ITEM XII – DISCUSSION ON NEXT STEP OF GOALS AND PRIORITIES:

Alan Wenzel summarized and recapped the process of prioritizing the future goals and projects for Jo Daviess County.

Jo Daviess County Board Retreat Minutes

May 15, 2019

Page 4 of 4

AGENDA ITEM XIII – BOARD MEMBER CONCERNS:

There were no concerns at this time.

AGENDA ITEM XIV – CITIZENS' COMMENTS

The board thanked Alan Wenzel on a great job of facilitating the workshop.

The board also thanked Elaine Townsend for her service with the 708 Mental Health Board and congratulated her on her retirement in June.

AGENDA ITEM XV - ADJOURNMENT

The meeting adjourned following a motion made by Brandon Behlke and seconded by Robert Heuerman.

The motion to adjourn carried by voice vote.

Chairperson Toot adjourned the meeting at 8:35 p.m. until 7:00 p.m. Tuesday, June 11, 2018 at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.