

COMMITTEE REPORT

COMMITTEE: Executive Committee
CHAIRPERSON: Brandon Behlke, Chairman
DATE/TIME: July 2, 2019 @ 6:36 pm
PRESENT:

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

A quorum was established.

Other Board Members: Don Zillig

Others: John Hay, Steve Keeffer and Dan Reimer

1. Minutes Approval

- a) Minutes of the June 4, 2019 Executive Committee meeting – Steve Allendorf made a motion to approve the June 4, 2019 Executive Committee meeting minutes as presented. Seconded by Don Hill and motion carried.

2. Citizens' Comments – None.

3. Unfinished Business

- a) Discussion and possible action on Committee assignments from 2019 County Board Retreat – The committee looked at their strategic goals and plans. They had nothing to update at this time.
- b) Update on the Bautsch Gray and Marsden Mine Sites on Blackjack Road – There is nothing new to report at this time.
- c) Update on Jo Daviess County FOIA requests – The committee reviewed the updated FOIA request report.
- d) Update and report from Jo Daviess County Special Service Area Commissions – Scott Toot reported that the four Special Service Area (SSA) Commissions held meets earlier this evening and Steve Allendorf was elected chairman of each commission. The elected vice-chairperson for each commission was the homestead property owner. Each of the SSA Commissions reviewed and approved a draft contract which will be presented to each of the respective service providers. The Commissions voted to award contracts to Warren Ambulance for SSA #1, Elizabeth Ambulance for SSA #2 & #4, and also SSA #5, and Galena Ambulance Service for SSA #6.
- e) Update on Maximus Space Needs Assessment – Dan Reimer reported that County Treasurer, Melisa Hammer presented an office space plan at a recent Department Head meeting. Rather than spend money, which is in the budget, on office and security improvements for the Treasurer's office, Hammer would like to convert the break room adjacent to the Treasurer's Office into office space. The postage machine would be moved across the hall and the paper shredder would also have to be moved. Brandon Behlke discussed that Grant County in Wisconsin completed a space needs study for County government with the assistance of the local University of Wisconsin Extension office. Behlke would like to see if the U of I Extension could provide similar services.
- f) Update on Destination Marketing Management Agreement – Scott Toot reported no meetings have been held recently, but he would like schedule a meeting with representatives from

GGMI in the near future. Toot is optimistic that an agreement can be reached and brought to the County Board for approval.

4. New Business

- a) Discussion and possible action on the Cannabis Regulation and Tax Act – Brandon Behlke reported that the Cannabis Regulation and Tax Act was discussed at the Development & Planning Committee meeting last month and there was a lot of discussion with a lot of questions and unknowns. Several sections of the Act will have an effect on local government. The Act takes effect immediately for regulatory and licensing, but the sale and possession of cannabis will not become legal until January 1, 2020. The Act sets tax rates on both wholesale transactions by cultivators and retail sales by dispensaries. It also authorizes counties and municipalities to impose local taxes on retail sales. Primary licensing is reserved for the state, while local governments granted limited authority to regulate cannabis businesses through zoning. Behlke is hoping that some of our State organizations will have more information and guidance available in the near future.
- b) Discussion and possible action on recommendation to remove the County Engineer position from the Jo Daviess County Position Classification/Compensation Plan (recommended by the Public Works Committee, meeting of May 21, 2019) – Jo Daviess County Highway Engineer, Steve Keeffer discussed that he was reappointed, earlier this year, to a six year term as County Engineer. IDOT must also approve the appointment. Keeffer explained that his County Engineer position is currently included in the Daviess County Position Classification and Compensation System Plan for non-represented/non-elected employees. The County pays the salary of the County Engineer from the Motor Fuel Tax Fund. The State of Illinois has a County Engineer's Salary Program which is designed to aid counties in paying a reasonable professional salary for their county engineers. The state will provide state funds to pay up to one-half of a county engineer's salary in exchange for an equal amount of a county's federal Surface Transportation Program (STP) allotment. To participate and be eligible for the Program a county must agree to pay at least 95% of the recommended salary for the County Engineer. On May 21, 2019 the Public Works Committee recommended that the method used to pay the County Engineers salary be revised during the FY2020 budget process and that a request be sent to the Executive Committee to remove the County Engineer position from the Jo Daviess County Position Classification and Compensation Plan. Dan Reimer discussed that a resolution will be drafted to go to the County Board for approval. **John Lang made a motion to approve a Resolution to remove the County Engineer position from the Jo Daviess County Position Classification/Compensation Plan. Seconded by LaDon Trost and motion carried.**

Brandon Behlke stated that we will not go into closed session tonight because some of the items related to personnel are not ready, they will be deferred to next month's agenda.

5. Closed Session

1. Personnel section 2(c)1
"The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity." Topic of discussion: Chief Deputy Treasurer position, Deputy Treasurer position, Planning & Development Secretary position, Administration Office Manager position, Highway Maintenance Worker III position, Highway Engineer position.
2. Collective bargaining section 2(c)2

“Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.”

3. Litigation section 2(c)11

“Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.” Topic of discussion: Case No. 2019-MR-18, 2017-L-5

4. Purchase/lease property section 2(c)5

“The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.”
Section 2.06.”

6. Possible action as a result of closed session.

7. Staff Reports

- a) County Clerk/Recorder: Angela Kaiser was unable to attend.
- b) County Administrator: Dan Reimer discussed the FY2020 Jo Daviess County budget process. The Finance, Tax, & Budgets Committee met on June 27th to review Round 1 revenue estimates, establish the initial distribution of the FY2019 property tax levy (payable FY2020), determine the initial allocation of County (1%) sales tax, and set guidelines for establishing FY2020 General Fund and Special Fund expense budgets and agency funding amounts. The Committee reviewed several options for the initial distribution of the 2019 property tax levy (payable 2020). For purposes of developing Round 1 revenue estimates and preparing target expense budget guidelines, tax levy distribution option #4. This option sets the levy amount for 9 of the 10 funds at a level equal to the 2019 certified PTELL levy amount for each fund. The levy amount for the IMRF Fund was increased \$50,000 to meet the minimum requirements of the reserve fund balance policy for this fund. Final tax levy allocation decisions will be made during the budget workshops in late September and early October. The Committee approved the allocation of FY2020 County (1%) sales tax receipts as follows: Highway Fund (25%) and the General Fund (75%). The Finance, Tax & Budgets Committee has scheduled four (4) days - for joint Committee budget review sessions - August 20, 22, 27, and September 4.

8. Summary of Committee Activities – John Lang, Legislative Committee chairman, reported that there will be a special Legislative Committee meeting on July 9 at 6:00 p.m. before the County Board meeting. Some of the committee members would like to identify some important issues that they can discuss with others at the UCCI conference which will be held at Eagle Ridge in a couple weeks. Don Hill, Social & Environmental Committee chairman, reported that there will be a Special Social & Environmental Committee meeting on July 8 at 5:30 p.m. for the purpose of recommending an Ordinance and Resolution to the County Board regarding the FY2020 Federal Section 5311 Transportation grant. Grant applications are due July 10th. Brandon Behlke, Development & Planning Committee chairman, reported on the Port of East Dubuque Project and the letter of support that will be on the County Board agenda. The Board of Health did not have a quorum for their June meeting. Ad-Hoc Economic Development Committee is working on preparing a survey which will be geared toward the millennials. They are hoping to receive assistance from the U of I Extension Office.

9. Citizens Comments – None.

10. Board Member Concerns – Steve Allendorf would like to look into the process for revising the number of county board members. Dan Reimer discussed that every 10 years there is a process called reapportionment. Statute allows certain changes to be made at this time. After the 2020 census the County Board will have an opportunity to look at redistricting based on population. John Lang commented on the Frentress Lake, East Dubuque water tower.

The meeting adjourned at 7:36 p.m. following a motion made by Steve Allendorf. Seconded by LaDon Trost and motion carried.

The next meeting of the Executive Committee is scheduled for Tuesday, August 6, 2019 at 6:30 p.m.