

JO DAVIESS COUNTY BOARD MEETING

Jo Daviess County Courthouse
330 N. Bench St., Galena
County Board Room, 3rd Floor
Tuesday, October 13, 2020 @ 7:00 p.m.

Meeting is Accessible via Audio Call-in

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

INVOCATION AND THOUGHT FOR THE DAY

3rd Floor Evacuation Policy

1. The Chairman at all public meetings held in the third floor County Board room shall instruct the public how to exit in case of emergency.
2. Exit down hall in either direction.
3. After 4:00 p.m. the door at the end of the hall opposite the elevator is locked.
 - a) **To open pull Fire Alarm.**
4. A sign shall be placed at the locked door, instructing how to open the door by pulling the fire alarm.
5. On the second floor you may exit using the doors on the Meeker Street side, **or** continue to the first floor to exit building.
6. Do not use elevator in case of fire.

I. CONSENT AGENDA

A. MINUTES APPROVAL

1. County Board meeting minutes from the September 8, 2020 County Board Meeting
2. County Board meeting minutes from the September 30, 2020 County Board Budget Workshop
3. County Board meeting minutes from the October 8, 2020 County Board Budget Workshop

B. APPOINTMENTS/RESIGNATIONS

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATION

1. Domestic Violence Awareness Month Proclamation

E. REPORTS & CORRESPONDENCE

F. CLAIMS

1. Claims approval in the amount of \$128,005.38 as follows:
 - i. \$13,131.21 (Regular Claims \$0.00 + Claims associated w/LIT's \$13,131.21)
 - ii. \$0.00 (GGMI Hotel/Motel Tax Reimbursement)
 - iii. \$0.00 (COVID-19 Claims to be paid from Contingency Fund)

- iv. **\$0.00** (Crowd Control Claims to be paid from Contingency Fund)
 - v. **\$114,874.17** (Special Service Area Commissions)
 - Warren Area Ambulance Service, Inc. - SSA #1 - \$19,143.82
 - Elizabeth Community Ambulance Service – SSA #2 & #4 - \$12,371.96
 - Elizabeth Community Ambulance Service - SSA #5 - \$5,592.90
 - Galena Area Emergency Medical Service – SSA #6 - \$77,765.49
2. Emergency Telephone Systems Board Fund claims in the amount of **\$4,139.87**

G. LINE ITEM TRANSFERS

- 1. Line Item Transfers (with associated claims) in the amount of **\$15,358.94** as follows:
 - i. **\$2,500.00** 001-41122-711 Utilities. to 001-41122-501 Training
 - ii. **\$3,500.00** 001-41122-719 Other Service Charges to 001-41122-702 Professional Service
 - iii. **\$3,528.00** 001-41127-451 Mileage (\$228.00), 001-41127-501 Education & Training (\$2,350.00) and 001-41127-502 Travel (\$950.00). to 001-41127-702 Professional Service
 - iv. **\$1,300.00** 001-45163-403 Salaries P/T. to 001-45163-703 Postage
 - v. **\$1,681.00** 002-43141-901 Contingency. to 002-43141-441 Uniform Allowance
 - vi. **\$2,849.94** 046-44162-905 Misc. to 046-44162-810 Equipment

END OF CONSENT AGENDA

1. CITIZENS' COMMENTS

It is the policy of the County Board to not allow public comment on those agenda items coming to the board from a public hearing where sworn testimony was taken. Those wishing to comment on these items should attend and speak at the public hearings.

PLEASE NOTE CHANGE: To promote health and safety, we encourage the public to follow the Gubernatorial 'shelter in place' Executive Order. Therefore, in addition to standard (in-person) public comments at Jo Daviess County Board and Committee meetings, we will accept public comment via call-in during the time reserved for public comments or via email. Individuals or groups wishing to comment can email statements to the County Administrator's Office at countyadministrator@jodaviess.org by Tuesday, October 13, 2020 at 5:00 pm.

Statements received by the deadline will be read aloud as part of the record, pursuant to the time parameters in Jo Daviess County Board Rules (three minutes per individual). The entirety of the statement will be placed in the official minutes, even if the statement reads longer than the time limit allows.

We take very seriously the recommendations from the Centers for Disease Control and Prevention (CDC) to socially distance and the Governor's Executive Order 2020-10, wherein no more than ten people can convene in one place. **We encourage you to submit your public comment via email.** Public comment and emailed comments will proceed in the order in which they are received.

If you choose to provide comment in person, requests must be received by the County Administrator's Office at countyadministrator@jodaviess.org at least one hour prior to any scheduled public meeting. Due to COVID-19, current policy allows only persons with urgent or essential business to enter the Courthouse. Any person who requests to enter the Courthouse may be subject to a screening process, including but not limited to answering medical questions and having their temperatures taken before being allowed to enter. Information on how to access Jo Daviess County Committee or County Board meetings will be displayed on each meeting agenda.

1-5-22: Visitors

A. Addressing the Board: Except during the time allotted for public comment, no person, other than a member of the board, shall address that body, except with the consent of the presiding officer.

B. Identification: Each person addressing the board shall give his/her name and address in an audible tone of voice for the record and shall limit his/her remarks to no more than three (3) minutes. All remarks shall be addressed to the board as a body and not to any one member. No person, other than the board and person having the floor shall be permitted to enter into any discussion, either directly or through a member of the board, with the permission of the presiding officer. No question shall be asked a board member except through the presiding officer. (Ord., 10-14-2008)

2. UNFINISHED BUSINESS

3. NEW BUSINESS & COMMITTEE REPORTS

A. Appointment of Darcy Wild to the Jo Daviess County Board District 14 – Hanover & part Rice

B. GGMI Quarterly Report/Presentation – Rose Noble, President/CEO – Galena Country Tourism

C. Business Employment Skills Team, Inc. Presentation – Carrie Folken

D. Discussion and possible action on a Resolution to Amend and Extend the Jo Daviess County Emergency Disaster Declaration Due to COVID-19 in Jo Daviess County.

E. Development & Planning

F. Public Works

1. Consideration of a recommendation to approve a Dunleith Township MFT asphalt paving bid (The Public Works Committee will be holding a special meeting on October 13, 2020 at 6:30 p.m. for a possible recommendation).
2. Consideration of a recommendation to approve a Guilford Township MFT asphalt paving bid (The Public Works Committee will be holding a special meeting on October 13, 2020 at 6:30 p.m. for a possible recommendation).

G. Law Enforcement & Courts

H. Social & Environmental

1. Consideration of a recommendation to approve a Resolution to Support the Development of a Jo Daviess County Climate Change Action Plan (Recommended by the Social & Environmental Committee, meeting of September 17, 2020).

I. Planning Commission/Zoning Board of Appeals

1. Consideration of a recommendation to approve a special use permit for an existing construction business (Wienan Excavating) in the AG District, commonly located at 6441 N. High Ridge Road (Recommended by the Planning Commission/Zoning Board of Appeals, meeting of September 23, 2020).

J. Legislative

K. Finance, Tax & Budgets

1. Consideration of a recommendation to approve the purchase of a new Bosch audio system in the County Board Room with computer interface for Zoom from Lifeline Audio Video Technologies, Platteville, WI at a cost of \$11,793.00 (Recommended by the Finance, Tax & Budgets Committee, meeting of September 21, 2020).
2. Consideration of a recommendation to approve the renewal of FY2021 Property & Casualty Insurance and Workers Compensation Insurance with Illinois Counties Risk Management Trust (ICRMT) total annual premium \$364,166 less a premium credit of \$27,662, total amount due \$336,504 (Recommended by the Finance, Tax & Budgets Committee, meeting of September 24, 2020).
3. Consideration of a recommendation to purchase seventeen (17) Dell Latitude 5510 Laptop computers & hotspots for the Jo Daviess County Board at a cost of \$27,879.49 (Recommended by the Joint Executive Committee and Finance, Tax & Budgets Committee, meeting of October 6, 2020).
4. Consideration of a recommendation to approve the purchase of Microsoft Office software for seventeen (17) Dell Latitude 5510 Laptop computers for the Jo Daviess County Board at a cost of \$4,250.00 (Recommended by the Joint Executive Committee and Finance, Tax & Budgets Committee, meeting of October 6, 2020).
5. Discussion and possible action to approve an Audit Engagement Letter with Wipfli, LLP for the Transit Section 5311 Annual Financial Report and Schedule of Operating Revenues and Income and Operating Expenses under Downstate Operating Assistance Grant as presented in conformity with Illinois Department of Transportation Division of Public and Intermodal Transportation for the year ended June 30, 2020 at a cost of \$1,700.00 (Recommended by the Finance, Tax & Budgets Committee, meeting of October 6, 2020).
6. Consideration of a recommendation to approve an Audit Engagement Letter with Wipfli, LLP for professional services associated with the Jo Daviess County Circuit Clerk audit for the year ended November 30, 2020 at a cost of \$5,700.00 (Recommended by the Finance, Tax & Budgets Committee, meeting of October 6, 2020).
7. Consideration of a recommendation to approve an Audit Engagement Letter with Wipfli, LLP for professional services associated with the Jo Daviess County Circuit Clerk audit for the year ended November 30, 2020 at a cost of \$44,000.00 (Recommended by the Finance, Tax & Budgets Committee, meeting of October 6, 2020).
8. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of the County's interest in parcel 18-010-007-00 Thompson Township to Apple Canyon Lake Property Owners Association (Recommended by the Finance, Tax & Budgets Committee, meeting of October 6, 2020).
9. Consideration of a Resolution to execute a deed of conveyance of the County's interest in parcel 18-010-020-00 Thompson Township to Apple Canyon Lake Property Owners Association (Recommended by the Finance, Tax & Budgets Committee, meeting of October 6, 2020).
10. Consideration of a Resolution to execute a deed of conveyance of the County's interest in parcel 18-013-046-00 Thompson Township to Apple Canyon Lake Property Owners Association (Recommended by the Finance, Tax & Budgets Committee, meeting of October 6, 2020).
11. Consideration of a recommendation to approve a Resolution to execute a deed of conveyance of the County's interest in parcel 05-302-430-00 Dunleith Township to

Francisco T. Alonso, Teodora Ronquillo (Recommended by the Finance, Tax & Budgets Committee, meeting of October 6, 2020).

12. The fund balance for the Contingency Fund (016) on 08/31/20 is \$270,152.96

L. Information & Communications Technology

M. Executive

1. Consideration of a recommendation to approve the 2021 Jo Daviess County Holiday Schedule as presented (Recommended by the Executive Committee, meeting of October 6, 2020).
2. Consideration of a recommendation to amend the 2020 Jo Daviess County Holiday Schedule to add November 3rd Election Day (Recommended by the Executive Committee, meeting of October 6, 2020).
3. Consideration of a recommendation to approve a Resolution to Approve the Classification of the Grants Administrator Position (The Executive Committee will be holding a special meeting on October 13, 2020 at 5:30 p.m. for a possible recommendation).
4. Consideration of a recommendation to approve a Resolution to Approve the Classification of the Program Compliance Oversight Monitor (PCOM) Position (The Executive Committee will be holding a special meeting on October 13, 2020 at 5:30 p.m. for a possible recommendation).
5. Consideration of a recommendation to approve a Resolution to Approve the Classification of the Facilities Manager Position (The Executive Committee will be holding a special meeting on October 13, 2020 for a possible recommendation).
6. Consideration of a recommendation to approve an Ordinance to Quarantine or Isolate to Prevent the Probable Spread of COVID-19 in Jo Daviess County (The Executive Committee will be holding a special meeting on October 13, 2020 for a possible recommendation).

N. Jo Daviess County Special Service Area Commissions

OTHER COMMITTEES & BOARDS

A. 2020 US Census Complete Count Committee

I. BOARD MEMBER CONCERNS

II. CITIZENS' COMMENTS

It is the policy of the County Board to not allow public comment on those agenda items coming to the board from a public hearing where sworn testimony was taken. Those wishing to comment on these items should attend and speak at the public hearings.

III. CLOSED SESSION

A. 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."

B. 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."

C. 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."

D. Pursuant to 5 ILCS Litigation Section 120/2(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. #2020-TX-2 and Case No. #2017-L-5

4. POSSIBLE ACTION AS A RESULT OF CLOSED SESSION ITEMS

5. ADJOURN TO Tuesday, November 10, 2020 @ 7:00 pm

Due to Governor Pritzker’s “stay at home” order, this meeting will be held virtually. The public may attend in person; however we encourage you to attend via Zoom audio as follows:

<https://zoom.us/j/98636325254?pwd=ZlBMdFpmTlZBNW05UjNvZVczYythdz09>

Call in number: 1(312)626-6799 US

Meeting ID: 986 3632 5254

Password: 229369

Call-in information is also available on the JDC website at www.jodaviess.org