

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
AUGUST 11, 2020**

CALL TO ORDER: Jo Daviess County Chairperson Scott Toot called the meeting to order at 7:00 p.m. on Tuesday, August 11, 2020 in the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

ROLL CALL was answered as follows: Present – William Bingham, Diane Gallagher, Robert Heuerman, John Korth, John Lang, Robert O’Connor, and Scott Toot. Present: 7. Present electronically - Steve Allendorf, Lucas Bourquin, Staci Duerr, Don Hill, Hendrica Regez, Ron Smith, Andrew Townsend, LaDon Trost, and Don Zillig. Present electronically: 9. Absent – John Schultz. Absent: 1.

THE PLEDGE OF ALLEGIANCE was led by Chairperson Toot.

THE INVOCATION and thought for the day were given by William Bingham.

AGENDA ITEM I – CONSENT AGENDA

A motion to approve the consent agenda was made by Don Hill and seconded by John Lang.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O’Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost, and Don Zillig. Ayes: 15. Nays: 0. Abstain - Lucas Bourquin. Abstentions: 1. Absent – John Schultz. Absent: 1.

AGENDA ITEM II - CITIZENS’ COMMENTS

There were no citizens’ comments at this time.

AGENDA ITEM III – UNFINISHED BUSINESS

There was no unfinished business brought before the board at this time.

AGENDA ITEM IV – NEW BUSINESS & COMMITTEE REPORTS

A motion to approve a *Resolution to Amend and Extend the Jo Daviess County Emergency Disaster Declaration Due to COVID-19 in Jo Daviess County* with an amended ending date of September 15, 2020 was made by Ron Smith and seconded by Diane Gallagher

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O’Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

EXECUTIVE:

A committee motion to amend R2019-55, A Resolution to Consolidate Election Polling Locations to include a section four that is identical to section three with Derinda Township in place of Berreman Township was made by Scott Toot.

Elected officials from Derinda Township were invited to speak. Their plan is to work on bringing the Derinda Town Hall up to acceptable ADA accessibility requirements. If the building is surveyed and found to meet the required guidelines, they would like the County to consider moving the Derinda precinct poll location back to their town hall. They do not plan to have modifications completed in time to be considered for the November 2020 General Election.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O’Connor, Hendrica Regez,

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Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A committee motion to make the Program Compliance Oversight Monitor (PCOM) position a full time position was made by Scott Toot.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A committee motion to make the Grants Administrator position a full time position was made by Scott Toot.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A committee motion to approve a request from John Hay, State's Attorney, to hire an Assistant State's Attorney to fill a position that was approved for FY2020 by the County Board during last year's budget meetings was made by Scott Toot.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A committee motion to approve a Resolution to Amend and Clarify Resolution R2020-17 was made by Scott Toot.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A motion to postpone action on a recommendation to review and develop procedures to follow for County facilities when a known positive COVID-19 test has been determined was made by LaDon Trost and seconded by William Bingham.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A committee motion to extend the "Use it or Lose it" vacation leave policy to June 1, 2021, at which time it will be reviewed by the Personnel Review Committee, and upon a separation from the County, an employee will only be paid up to the allowable maximum carryover amount for their accrued vacation time was made by Scott Toot.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost, and Don Zillig. Ayes: 15. Nays: 0. Abstain - Lucas Bourquin. Abstentions: 1. Absent – John Schultz. Absent: 1.

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SPECIAL SERVICE AREA COMMISSIONS:

The commissions had no business to bring before the board.

DEVELOPMENT & PLANNING:

The committee had no business to bring before the board.

PUBLIC WORKS:

A committee motion to approve the Warren Township culvert replacement Cost Share Project in the amount of \$15,000.00 to be paid from line item 011-43145-890 was made by LaDon Trost.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A committee motion to approve the Menominee Township culvert replacement Cost Share Project in the amount of \$100,000.00 to be paid from line item 011-43145-890 was made by LaDon Trost.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

LAW ENFORCEMENT & COURTS:

The committee had no business to bring before the board.

SOCIAL & ENVIRONMENTAL:

The committee had no business to bring before the board.

PLANNING COMMISSION/ZONING BOARD OF APPEALS:

A motion to approve an ordinance approving a Special Use Permit for a non-agricultural residence on a lot less than 40 acres, commonly located at an address TBD on Dwyer Lane, Galena was made by Ron Smith and seconded by Steve Allendorf.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 14. Nays - Robert O'Connor and Hendrica Regez. Nays: 2. Absent – John Schultz. Absent: 1.

A motion to approve an ordinance approving a Special Use Permit for a non-agricultural residence on a lot less than 40 acres, commonly located at an address TBD at the corner of W Furlong Road and Dwyer Lane, Galena was made by Ron Smith and seconded by William Bingham.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 14. Nays - Robert O'Connor and Hendrica Regez. Nays: 2. Absent – John Schultz. Absent: 1

LEGISLATIVE:

The committee had no business to bring before the board.

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FINANCE, TAX, & BUDGETS:

A committee motion to approve a resolution to pay for additional FY2020 reimbursable election costs and election equipment due to COVID-19 from the Contingency Fund (016) and reimburse the Contingency Fund (016) in FY2021 from the General Fund (001) was made by Scott Toot.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heurman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

A committee motion to approve a Resolution to pay a Mandatory Accelerated Payment to IMRF in the amount of \$112,621.51, \$71,421.51 from the IMRF Fund (013) and \$41,200.00 from the Contingency Fund (016) was made by Scott Toot.

The motion carried by roll call vote. Ayes - William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heurman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 15. Nays - Steve Allendorf. Nays: 1. Absent – John Schultz. Absent: 1.

A motion to approve \$112,621.51 in the following claims associated with the Mandatory Accelerated Payment to IMRF was made by Scott Toot and seconded by Robert O'Connor:

- \$71,421.51 from IMRF Fund 013-48117-431 Retirement Contribution
- \$41,200.00 from Contingency Fund 016-49197-431 Retirement Contribution

The motion carried by roll call vote. Ayes - William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heurman, Don Hill, John Korth, John Lang, Robert O'Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 15. Nays - Steve Allendorf. Nays: 1. Absent – John Schultz. Absent: 1.

The adjusted claim total for August, 2020 is \$1,107,804.35.

The fund balance for the Contingency Fund on June 30, 2020 is \$323,423.56.

INFORMATION & COMMUNICATIONS TECHNOLOGY:

The committee had no business to bring before the board.

AGENDA ITEM V – OTHER COMMITTEES AND BOARDS

Diane Gallagher, 2020 US Census Complete Count Committee, updated the board with the committee's recent activities and accomplishments. The deadline for responses is September 30, 2020.

Don Hill, Board of Health, reported the properties in Elizabeth are for sale. They will be accepting sealed bids.

Steve Allendorf, Special Service Area Commissions, reported the public hearing for the proposed SSA#7, which combines SSA #2&4 and SSA #5 is scheduled for Friday, August 28, 2020 at 6:00 p.m. in the Large Courtroom.

AGENDA ITEM VI – BOARD MEMBER CONCERNS

Hendrica Regez attended the Leadership Academy and felt it was an excellent learning experience. She highly recommends attending a future session.

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LaDon Trost asked the County Clerk about the security of voting by mail, as it is being recommended state-wide as a safe alternative during the pandemic. County Clerk Angela Kaiser explained the steps her office is taking to safely and securely provide alternatives during this election cycle. Vote by mail ballots will be processed by a panel of three judges, much like a polling place. She expects to have all received mail ballots processed and reported at the end of the night on November 3, 2020, with any properly postmarked ballots received within the two weeks after the election counted and included in the official canvassed results on November 17, 2020.

Scott Toot expressed his concern over increased cases of COVID-19 in the county. He implored the board and the community to follow the CDC guidelines for social distancing and masking.

AGENDA ITEM VII – CITIZENS’ COMMENTS

There were no citizens’ comments at this time.

AGENDA ITEM VIII – CLOSED SESSION

There was no reason to enter closed session at this time.

AGENDA ITEM IX – POSSIBLE ACTION AS A RESULT OF CLOSED SESSION

No action was needed as a result of closed session.

AGENDA ITEM X - ADJOURNMENT

A motion to adjourn was made by John Korth and seconded by Robert Heuerman.

The motion carried by roll call vote. Ayes - Steve Allendorf, William Bingham, Lucas Bourquin, Staci Duerr, Diane Gallagher, Robert Heuerman, Don Hill, John Korth, John Lang, Robert O’Connor, Hendrica Regez, Ron Smith, Scott Toot, Andrew Townsend, LaDon Trost and Don Zillig. Ayes: 16. Nays: 0. Absent – John Schultz. Absent: 1.

Chairperson Toot adjourned the meeting at 8:34 p.m. until 7:00 p.m. Tuesday, September 8, 2020 at the Jo Daviess County Board Room, Jo Daviess County Courthouse in Galena, Illinois.

**JO DAVIESS COUNTY BOARD
CONSENT AGENDA
AUGUST 11, 2020**

A. MINUTES APPROVAL

1. County Board meeting minutes from the July 14, 2020 County Board Meeting.
2. County Board meeting minutes from the July 23, 2020 Special County Board Meeting.

B. APPOINTMENTS/RESIGNATIONS

C. CONTRACTS, AGREEMENTS, & PETITIONS

D. ORDINANCES, RESOLUTIONS, & PROCLAMATIONS

E. REPORTS & CORRESPONDENCE

F. CLAIMS

1. Claims approval in the amount of \$995,182.84 as follows:
 - i. \$828,451.87 (Regular Claims \$823,411.89 + Claims associated w/LIT's \$5,039.98)
 - ii. \$51,036.87 (GGMI Hotel/Motel Tax Reimbursement)
 - iii. \$0.00 (Small Business Stabilization Grant (SBSG) Program Claims)
 - iv. \$746.70 (COVID-19 Claims to be paid from Contingency Fund)
 - v. \$0.00 (Crowd Control Claims to be paid from Contingency Fund)
 - vi. \$114,947.40 (Special Service Area Commissions)
 - Warren Area Ambulance Service, Inc. - SSA #1 - \$22,064.46
 - Elizabeth Community Ambulance Service – SSA #2 & #4 - \$13,326.72
 - Elizabeth Community Ambulance Service - SSA #5 - \$5,320.32
 - Galena Area Emergency Medical Service – SSA #6 - \$74,235.90
2. Emergency Telephone Systems Board Fund claims in the amount of \$3,345.04.

G. LINE ITEM TRANSFERS

1. Line Item Transfers (with associated claims) in the amount of \$6,039.98 as follows:
 - i. \$5,000.00 002-43141-901 Contingency to 002-43141-724 Rentals
 - ii. \$1,039.98 020-44154-403 P-T Salary to 020-44154-810 Equipment
2. Line Item Transfers (without associated claims) in the amount of \$6,000.00 as follows:
 - i. \$5,000.00 001-40107-701 Maintenance to 001-40107-703 Postage
 - ii. \$1,000.00 001-40107-701 Maintenance to 001-40107-705 Publishing