

**JO DAVIESS COUNTY BOARD
MEETING MINUTES
NOVEMBER 13, 2012**

CALL TO ORDER: Chairperson of the Jo Daviess County Board, Marvin Schultz, called the meeting to order at 7:00 p.m. on Tuesday, November 13, 2012, at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.

ROLL CALL was answered as follows: Present-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Present: 17. Absent: 0.

THE PLEDGE OF ALLEGIANCE was led by Chairperson Schultz.

THE INVOCATION and thought for the day were given by Merri Berlage.

A slide show presentation prepared by board member Merri Berlage for outgoing board members and county elected officials in recognition of their past service to Jo Daviess County was viewed.

AGENDA ITEM I – CONSENT AGENDA

Chairperson Schultz read thank you notes from Margie Mapes and Sandy Cooper for the flowers and well wishes they received while in the hospital.

The consent agenda was approved as attached following a motion made by Bill Cooper and seconded by Randy Jobgen.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

With the consensus of the board, agenda item IV-A, Presentation of plaques in recognition of service to Jo Daviess County was addressed at this time.

At this time, County Board Chairperson Marvin Schultz presented Bill Miller a plaque in recognition for his 20 years of service as Coroner of Jo Daviess County. He presented Terry Kurt a plaque in recognition for his 8 years of service as State's Attorney of Jo Daviess County. Marvin presented a plaque to Dr. William Tonne for his years of service on the Planning Commission/Zoning Board of Appeals.

AGENDA ITEM II – CITIZENS' COMMENTS

Treasurer Carol Soat informed board members that the final property tax distribution has been completed.

Jim Boho said he attended a meeting addressing the multi-township redistricting for the 9 southern townships in the County. He said that it was the consensus of the attendees of the meeting that it would be best to divide the 9 southern townships into 3 multi-assessment districts consisting of Rice and Hanover as one, Elizabeth and Woodbine as a second and Stockton, Wards Grove, Pleasant Valley, Berreman and Derinda as the third. They also thought that the cost of computers and training of the assessor would not be a financial problem for the townships.

AGENDA ITEM III – UNFINISHED BUSINESS

The board addressed the re-districting plan of Townships Assessment Districts for Jo Daviess County. Options presented were: to remain the same with the 11 present districts, five multi-township assessment districts, six multi-township assessment districts or seven multi-township assessment districts.

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A motion to stay with the current districts except to merge Stockton into the Berreman, Derinda, Pleasant Valley, Wards Grove multi-assessment district making 10 districts was made by Rick Dittmar and seconded by Terry Stoffregen.

Ron Mapes made an amendment to the motion to stay with the current 11 districts and let Stockton remain as their own district. The amendment was seconded by Bernece Hill.

The amendment failed by a show of hands. Ayes: 8. Nays: 9.

The original motion to stay with the current districts except to merge Stockton into the Berreman, Derinda, Pleasant Valley, Wards Grove multi-assessment district making 10 districts failed by roll call vote: Ayes-Richard Dittmar, Don Hill, Randy Jobgen, Margie Montelius, Terry Stoffregen and Don Zillig. Ayes: 6. Nays-Gerald Bennett, Merri Berlage, William Cooper, Bernece Hill, Dane Jackson, Ron Mapes, Kim Monk, Steven Rutz, Marvin Schultz, Dan Sheridan and Ron Smith. Nays: 11.

A motion to go with the proposed 5 multi-township assessment districts of Dunleith, Menominee, Rawlins, Vinegar Hill, West Galena as one district, Council Hill, East Galena, Guilford, Scales Mound as a second district, Apple River, Nora, Rush, Thompson, Warren as a third district, Berreman, Derinda, Stockton, Pleasant Valley, Wards Grove as a fourth district and Elizabeth, Hanover, Rice, Woodbine as a fifth district was made by Bill Cooper and seconded by Dan Sheridan.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Bernece Hill, Dane Jackson, Ron Mapes, Kim Monk, Steve Rutz, Dan Sheridan and Ron Smith. Ayes: 10. Nays-Richard Dittmar, Don Hill, Randy Jobgen, Margie Montelius, Marvin Schultz, Terry Stoffregen and Don Zillig. Nays: 7.

AGENDA ITEM IV– NEW BUSINESS AND COMMITTEE REPORTS

DEVELOPMENT AND PLANNING:

A resolution adopting the Jo Daviess County Comprehensive Plan 2012 Update was approved following a committee motion made by Ron Mapes.

The motion carried by voice vote with a nay vote recorded for Rick Dittmar.

A recommendation to invest \$2,500 in TCEDA (Tri County Economic Development Alliance) for FY2012 was approved following a committee motion made by Ron Mapes.

The motion carried by voice vote.

A recommendation to approve a revised Jo Daviess County Economic Development Revolving Loan Application Package with review by the State's Attorney was approved following a committee motion made by Ron Mapes.

The motion carried by voice vote.

A recommendation to rescind the Jo Daviess County Revolving Loan Fund Internal Policy was approved following a committee motion made by Ron Mapes.

The motion carried by voice vote.

PUBLIC WORKS:

An amended engineering agreement with Willet Hoffman and Associates for the Schapville Road Bridge from line item 011-43145-702 County Aid to Bridges Fund/Professional Service for an additional amount of \$13,942.40 was approved following a committee motion made by Merri Berlage.

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The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

An amended engineering agreement with Willet Hoffman and Associates for the bridge on Longhollow Road from line item 011-43145-702 County Aid to Bridges Fund/Professional Service for an additional amount of \$69,044.80 was approved following a committee motion made by Merri Berlage.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

A resolution to amend the FY2012 County Federal Aid Matching Fund Budget (008) to increase the amount appropriated in line item 008-43142-830 Highways from \$600,000 to \$641,000 was approved following a motion made by Merri Berlage and seconded by Don Hill.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

With the approval of the above resolution, the claim of \$160,102.48 to Brandt Construction Company will be included in the November claims for a new total amount of regular claims of \$705,655.73.

LAW ENFORCEMENT AND COURTS:

A contract with Ahern Fire Protection to provide material and labor to fix sprinkler deficiencies at four locations in the Courthouse not to exceed \$5,015.00 was approved following a committee motion made by Dane Jackson.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

A line item transfer of \$6,000 from line item 001-40101-401 Full Time Salary to line item 001-40101-701 Maintenance Service and \$700 from line item 001-40101-403 Part Time & Temporary Salary to line item 001-40101-602 Janitor Supplies in the Courthouse budget was approved following a committee motion made by Dane Jackson.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

A change order to Schueller Concrete, Inc. contract in the amount of \$700.00 for additional concrete work associated with the base for the radio communication tower at the Guilford Township site was approved following a motion made by Dane Jackson and seconded by Don Zillig.

The motion carried by voice vote.

With the approval of the above change order, the claim of \$7,000 to Schueller Concrete will be included in the November claims for a new total amount of regular claims of \$712,655.73.

SOCIAL AND ENVIRONMENTAL:

This committee had no business to bring before the board at this time.

PLANNING COMMISSION/ZONING BOARD OF APPEALS:

This committee had no business to bring before the board at this time.

LEGISLATIVE:

This committee had no business to bring before the board at this time.

EXECUTIVE:

Agenda items H3, H5, and H6 were pulled from the agenda. Item H3 concerning vacation schedules will not be changed and items H5 and H6 will be addressed at the November 20, 2012 budget meeting.

An amendment to Section 7.09 Holidays, of the Jo Daviess County Employee Handbook; eliminate Lincoln's Birthday and insert Christmas Eve Day; effective date of December 1, 2012 was approved following a committee motion made by Ron Mapes.

The motion carried by voice vote with nay votes recorded for Kim Monk, Terry Stoffregen, Dan Sheridan and Don Hill.

An amendment to Section 7.03 A. Sick Leave, of the Jo Daviess County Employee Handbook, adding the following: The maximum total amount of accumulated sick leave hours for a 35 hour a week employee shall be 280 hours, the maximum total amount of accumulated sick leave hours for a 37.5 hour a week employee shall be 300 hours and the maximum total amount of accumulated sick leave hours for a 40 hour a week employee shall be 320 hours was approved following a committee motion made by Ron Mapes.

The motion carried by voice vote.

A recommendation that for new County employees, including newly elected officials, the premium cost for single coverage health insurance shall be paid 80% by the County and 20% by the Employee; the premium split for the family plan portion of health insurance coverage to remain the same, effective December 1, 2012 was approved following a committee motion made by Ron Mapes.

The motion carried by voice vote.

INFORMATION AND COMMUNICATIONS TECHNOLOGY:

The iFiber Service Agreement between Jo Daviess County and iFiber, an Illinois not-for-profit corporation was approved following a committee motion made by Bill Cooper.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

Bill Cooper thanked Joe, Bruce, Brett and Diane from the IT Department for accomplishing commendable results at bringing this County up to date in technology and he feels Jo Daviess County's IT department is one of the best in the State.

CVB BOARD OF DIRECTORS:

The 2013 CVB Board Annual Schedule was approved as presented following a motion made by Merri Berlage and seconded by Kim Monk.

The motion carried by voice vote.

The low bid from Sedona Staffing Services for a two-year contract beginning December 1, 2012 through November 30, 2014 for staffing at the Visitor Information Center was approved following a motion made by Merri Berlage and seconded by Dan Sheridan.

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The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

The exclusive cover article package or the spread package in the 2013 Sprint/Golf Show issue of Golf Time Magazine, at the cost of no more than \$6,495, at the recommendation of the Sales and Marketing Committee was approved following a motion made by Merri Berlage and seconded by Don Zillig.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

FINANCE, TAX AND BUDGET:

The following FY2012 line item transfer requests and associated claims in the amount of \$11,000.00 were approved following a motion made by Ron Smith and seconded by Steve Rutz.

a. Transfer of \$6,000 to 001-40101-701 Courthouse/Maintenance Service from 001-40101-401 Courthouse/Full time salary.

b. Transfer of \$5,000.00 to 003-44151-401 Public Health/Salaries Overtime from 003-44151-405 Public Health/Salaries Full-time.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

The following FY2012 line item transfer requests and associated claims in the amount of \$37,338.40 were approved following a motion made by Ron Smith and seconded by Ron Mapes.

a. Transfer of \$7,000.00 to 001-40107-603 Elections/Operating Supplies from 001-40107-701 Elections/Maintenance to pay claims to United Methodist Church in the amount of \$75.00, to Purchasing Card in the amount of \$26.42, to ES&S in the amount of \$344.73, to Schraft Data in the amount of \$250.00 and to Inclusion Solutions in the amount of \$65.61.

b. Transfer of \$700.00 to 001-40101-602 Courthouse/Janitor Supplies from 001-40101-403 Courthouse/Part time salaries to pay a claim to Weber Paper Company in the amount of \$495.28.

c. Transfer of \$685.50 to 001-42134-621 States Attorney/Print Material from 001-42134-703 States Attorney/Postage to pay a claim to West Group Payment in the amount of \$685.50.

d. Transfer of \$63,000.00 to 011-43145-702 County Aid to Bridges/Professional Service from 001-43145-890 County Aid to Bridges/Improvements to pay a claim to Fehr-Graham & Associates LLC in the amount of \$21,922.06.

e. Transfer of \$657.21 to 001-41123-701 Communications/Maintenance from 001-41123-604 Communications/Computer Supplies to pay a claim to Comelec Services in the amount of \$775.00.

f. Transfer of \$3,949.78 to 001-41121-611 Sheriff/Auto Fuel from 001-41121-701 Sheriff/Maintenance to pay claims to Saunders Oil in the amount of \$3,406.93 and Village of Warren in the amount of \$1,127.68.

g. Transfer of \$550.00 to 002-43141-704 County Highway/Telephone from 002-43141-901 County Highway/Contingency to pay claim to Tim Eden in the amount of \$30.00.

h. Transfer of \$1,945.80 to 027-45161-701 Tourism/Maintenance Service from 027-45161-702 Tourism/Professional Service to pay claims to Sedona Staffing Service in the amount of \$85.80, to pay Mike's Snowplowing and Lawn Care in the amount of \$60.00 and to pay Midwest Animal & Pest Control in the amount of \$1,800.00.

i. Transfer of \$1,006.05 to 027-45161-703 Tourism/Postage from 027-45161-702 Professional Service to pay claims to Purchasing Card in the amount of \$500.00, to pay Purchasing Card in the

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amount of \$30.26, to pay Purchasing Card in the amount of \$180.00, to pay USPS in the amount of \$196.10, to pay UPS in the amount of \$20.29 and to pay UPS in the amount of \$40.00.

j. Transfer of \$5,404.75 to 027-45161-907 Tourism/Trade Show from 027-45161-702 Tourism/Professional Service to pay claims to Chestnut Mountain Resort in the amount of \$355.07, to pay Envision in the amount of \$1,982.00, to pay Fever River String Band in the amount of \$300.00, to pay Galena Porta Potty, Inc. in the amount of \$344.40, to pay Petty Cash in the amount of \$100.00, to pay Running Awards in the amount of \$992.57, to pay Tri State Screen Printing in the amount of \$73.90, to pay Mary Althof in the amount of \$50.90, to pay Melosa Belger in the amount of \$285.24, to pay purchase card in the amount of \$400.84, to pay purchase card in the amount of \$45.00, to pay purchase card in the amount of \$248.12 and to pay Katherine Walker in the amount of \$44.10.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

The following FY2012 over budget requests and associated claims in the amount of \$621.32 were approved following a motion made by Ron Smith and seconded by Bernece Hill.

a. Claim from Frontier in the amount of \$129.37 to be paid from line item 002-43141-7014 County Highway/Telephone; over budget by \$129.37.

b. Claim from Stockton CUSD #206 in the amount of \$491.95 to be paid from line item 001-44159-724 Superintendent of Schools/Rentals, over budget by \$0.40.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

This brings the total claims amount paid in November 2012 to \$750,615.45.

Authorization for the Jo Daviess County Chairperson to execute a quit claim deed from the County to the Village of Warren, parcel number 21-001-648-00, property address 511 Burnett Avenue, Warren, IL was approved following a motion made by Ron Smith and seconded by Randy Jobgen.

The motion carried by voice vote.

The renewal of two (2) contracts with Devnet, the first being a contract for a three year Property Characteristics agreement in the amount of \$2,000 per year for software associated with building permits and the second being a contract for a three year agreement in the amount of \$37,685.96 for the first year, \$37,708.78 for the second year and \$37,731.60 for the third year for the purpose of County Property Tax Software, were approved following a motion made by Ron Smith and seconded by Rick Dittmar.

The motion carried by roll call vote: Ayes-Gerald Bennett, Merri Berlage, William Cooper, Richard Dittmar, Bernece Hill, Don Hill, Dane Jackson, Randy Jobgen, Ron Mapes, Kim Monk, Margie Montelius, Steven Rutz, Marvin Schultz, Dan Sheridan, Ron Smith, Terry Stoffregen and Don Zillig. Ayes: 17. Nays: 0.

OTHER COMMITTEES AND BOARDS:

Board members appointed to other special committees updated the board with actions involving those committees.

AGENDA ITEM V – BOARD MEMBER CONCERNS

Merri Berlage thanked the departing board members for their service and said it was a pleasure working with each of them.

Merri also said on a recent flight from Florida to Chicago, while she was wearing her Northern Illinois sweatshirt, three people asked where she was from. When she told them she was from Jo Daviess County all three asked what happened to the tower. She said it was an eye opener for her when three people, that live nowhere close to Jo Daviess County, asked about the tower. Merri said she has some ideas that she came across on her trip and would like to present them to the Tourism committee at their next meeting.

Ron Smith thanked the retiring board members for their help and cooperation that was given to him since he became a member of the board in 2006. He feels there is real teamwork on this board.

Ron Mapes thanked all board members for their cooperative efforts and feels this is a dedicated board. He said he has enjoyed working with the entire board and the department heads for the last 10 years.

Bernece Hill said it has been a pleasure to serve as a member of the Jo Daviess County Board. She thanked everyone for their support and teamwork.

Steve Rutz said that serving on the board is a great learning experience and thanked all the board members, especially the departing members for their excellent leadership and being good role models.

Marvin Schultz said it has been a pleasure serving as Jo Daviess County Board Chairman for the past six years. He said that the department heads, the elected officials, Dan and Melisa in the Administrator's Office have helped him out over the years. He feels that every department and their employees are very dedicated to Jo Daviess County. He stated that in recent years with the sluggish economy, two floods, snow storms and salary freezes he never heard a complaint. He felt the employees knew the situation the County was facing and didn't complain. Marvin said he appreciates that and thanks go out to the entire organization, from employees to board members. He feels this board has accomplished a lot in the past 10 years, such as a new roof on the courthouse, the Public Safety building heating and air conditioning project completed, resurfacing of the parking lot, we have our own in-house IT department and the list goes on. He also said that he feels that this board is leaving the new board in as good financial shape as when the present board took office. He feels that is saying a lot when you consider the state of the economy over the last several years. Marvin thanked all the board members for their work, dedication and cooperation, especially for their help as he served as chairman over the last six years.

Marvin said that he would like to hold a short open house at 6 p.m. on Monday, December 3, 2012 and invite the public to meet the new board members and say goodbye to the departing members. This would be scheduled right before the new board holds their reorganizational meeting at 7 p.m.

AGENDA ITEM VI – CITIZENS' COMMENTS

There were no citizens' comments.

AGENDA ITEM VII – CLOSED SESSION

There was no need for the board to enter into closed session at this time.

AGENDA ITEM VIII - POSSIBLE ACTION AS A RESULT OF CLOSED SESSION

There was no action needed since the board did not enter into closed session.

AGENDA ITEM IX - ADJOURNMENT

The meeting adjourned following a motion made by Bill Cooper and seconded by Dan Sheridan.

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The motion to adjourn carried by voice vote.

Chairperson Schultz adjourned the meeting at 9:15 p.m. until 7:00 p.m. Tuesday, November 20, 2012, at the Jo Daviess County Board Room, Jo Daviess County Courthouse, Galena, Illinois.

Jean Dimke, Jo Daviess County Clerk

**JO DAVIESS COUNTY BOARD
CONSENT AGENDA APPROVED
NOVEMBER 13, 2012**

MINUTES APPROVAL

1. County Board meeting minutes from the October 9, 2012 regular County Board Meeting, minutes from October 2, 2012, October 10, 2012 and October 18, 2012 Budget Workshops

APPOINTMENTS

1. Appointment of Dave Jansen to the Planning Commission/Zoning Board of Appeals for a five-year term ending December 31, 2017.

REPORTS AND CORRESPONDENCE

1. Thank you from Marjorie Mapes.
2. Thank you from Sandy Cooper.

CLAIMS

1. Claims approval in the amount of \$750,615.45.
2. Emergency Telephone Systems Board Fund claims in the amount of \$25,027.72.