

COMMITTEE REPORT

COMMITTEE: Executive Committee
CHAIRPERSON: Merri Berlage
DATE/TIME: May 6, 2013 @ 7:00 pm

PRESENT:

<input checked="" type="checkbox"/> Merri Berlage	<input checked="" type="checkbox"/> Randy Jobgen	<input checked="" type="checkbox"/> Jody Covert
<input type="checkbox"/> Steve Rutz	<input type="checkbox"/> Ron Smith	<input checked="" type="checkbox"/> RJ Winkelhake
<input checked="" type="checkbox"/> Margie Montelius	<input checked="" type="checkbox"/> Gerald Bennett	

Other Board Members:
Others: Dan Reimer

Merri Berlage called the meeting to order at 7:01 p.m. and read the third floor evacuation policy.

1. Minutes Approval - Randy Jobgen made a motion to approve the minutes of the April 1, 2013 Executive Committee meeting with the amendment to eliminate the "seconded by Randy Jobgen" that was indicated under 1 - minutes approval for March 4, 2013. Motion was seconded by Margie Montelius and motion passed.
2. Citizens' Comments
3. Unfinished Business
 - a) Update from US EPA – Bautsch Gray site on Blackjack Road – Nothing new to report at this time.
 - b) Update on County FOIA request – The Committee reviewed the updated 2013 FOIA spreadsheet which was included in the committee packet. Berlage asked that Jody Covert discuss with Legislative Committee the hardship of the FOIA laws and research if any actions can be taken.
 - c) Jo Daviess County Strategic Plan – FY2013 Executive Committee Goals – Reimer recommended that the committee review their assignments from the 2013 County Board Retreat and update their strategic goals accordingly. Berlage reviewed the current strategic goals and it was recommended that each County Board committee should submit to the Executive Committee a bullet point list of updates on the County Board Retreat assignments. The goal of "Each parent committee develop a cost reduction report" was discussed and Berlage asked to have this placed on each committee agenda for discussion since the budget season will be starting in June. The goal of "County Board Workshop" was discussed and agreed that there should be another workshop to discuss the finances and projections for the 2014 budget. The goal of "Policy for employee benefits in the next fiscal year" was completed November 2012 and can be taken off the list. The committee discussed adding the retreat assignments to the Executive Committee goals; Continue employee compensation improvements (compensation study; pay for performance; update job descriptions; staying current) with a goal date of November 2013, complete successful Collective Bargaining Agreement with a goal date of August 2013, investigate job sharing between departments with a goal date of ongoing, develop a procedure for individuals to donate monies to the County and be able to take a tax deduction - Jody Covert will work with the States Attorney's office to see the logistics of this item and report back to the committee. Jody Covert discussed that she has

information on some individuals that do grant writing and will send that information to the County Administrator's Office to include on next months executive committee agenda.

- d) Jo Daviess County Emergency Management Coordinator position - This item will be placed on next months agenda.
- e) Review of Title 1 Chapter 5 of the County Code - County Board Organization and Operation Meetings; Rules of Order and Procedures - **RJ Winkelhake made a motion to request all County Board members to review and read Title 1, Chapter 5 of County code - County Board Organization and Operation Meetings; Rules of Order and Procedure. Seconded by Randy Jobgen and motion passed.**
- f) Appointment of a County board Open Meeting Act Designee - The committee discussed that States Attorney John Hay was asked to be the Open Meeting Act Designee and he has agreed to fill the position. **RJ Winkelhake made a motion to appoint States Attorney John Hay as County Board Open Meeting Act Designee. Seconded by Jody Covert and motion passed.**
- g) Update on the PCOM (Program Compliance Oversight Monitor) position - Dan Reimer reviewed a power point that was presented by the Division of Public and Intermodal Transportation (DPIT) explaining the IDOT program compliance oversight monitor (PCOM) requirements. This position will need to be in place by January 1, 2014. This item will remain on the agenda.
- h) Update on pay for performance plan associated with the Jo Daviess County Position Classification and Compensation Study -

4. New Business

- a) Discussion and possible action regarding a letter notifying the U.S. Department of Commerce, Economic Development Administration (EDA) that Jo Daviess County intends to participate in the Planning and Local Technical Assistance Programs Opportunity Grant Application for Black Hawk Hills Regional Council - The committee reviewed a draft letter for the participation in the Planning and Local Technical Assistance Programs Opportunity Grant Application. **Randy Jobgen made a motion to approve a letter to notify the U.S. Department of Commerce, Economic Development Administration (EDA) that Jo Daviess County intends to participate in the Planning and Local Technical Assistance Programs Opportunity Grant Application for Black Hawk Hills Regional Council. Seconded by Jody Covert and motion passed.**
- b) Discussion and possible action regarding Committee assignments associated with 2013 Jo Daviess County Planning Retreat - The committee discussed that the assignments are being included in the five year plan that each parent committee is working on see above.
- c) Discussion and possible action to establish a Personnel Review Committee and appoint members to the Personnel Review Committee - Ron Smith, County Board Chairman, is compiling a list of individuals that he will appoint to the committee. Berlage asked if there were any volunteers from the committee that would be

interested in serving on the Personnel Review Committee. Berlage suggested that there be an individual employee from the Highway Department and the Convention and Visitors Bureau. **Merri Berlage made a motion to establish a Personnel Review Committee and have Chairman Ron Smith appoint members to the Personnel Review Committee. Seconded by Jody Covert and motion passed.**

- d) Discussion and possible action regarding an Ordinance Authorizing Aggregation of Electrical Load and Adopting an Electric Aggregation Plan of Operation and Governance - Mike Mudge of Rock River Energy Service discussed that Jo Daviess County is at the third decision point of picking the supplier, rate and term of the energy supplier. Mudge reviewed an ordinance authorizing aggregation of electrical load and adopting an electric aggregation plan of operation and governance for unincorporated Jo Daviess County, Illinois with exhibit A (Jo Daviess County electric power aggregation plan of operation and governance). Reimer informed the committee that the ordinance was reviewed by States Attorney Hay and reviewed the suggested changes to the ordinance. The committee discussed that on page 7 of exhibit A that a bullet point added by States Attorney Hay was "Comply with the requirements of the Jo Daviess County Certificate of Insurance Policy". Mudge discussed that by putting that language in the RFP it could add resistance to possible vendors and the goal is to have as many bidders as possible to help drive the lowest prices. Mudge reviewed a matrix for bid reviews that they use once the bids have been opened. The matrix is then shared with the amenity that Rock River is doing the work for. **Randy Jobgen made a motion to approve and move forward an ordinance authorizing aggregation of electrical load and adopting an electric aggregation plan of operation and governance for unincorporated Jo Daviess County, Illinois with the requirement of certificate of insurance removed. Seconded by Gerald Bennett.**
- e) Discussion and possible action regarding a Request for Proposal for Municipal Aggregated Electricity Supply For Residential and Small Commercial Retail Customers - **RJ Winkelhake made a motion to approve a request for proposal for municipal aggregation electric supply for residential and small commercial retail customers as revised for insurance and indemnification bids due June 3. Seconded by Jody Covert and motion passed.**
- f) Inter-committee comments and discussions- There were documents with bullet points from the three committees that were available in the committee packet.

5. Board Member Concerns - Randy Jobgen reported that the public works committee was working with States Attorney Hays office in drafting a lease between East Galena Township and Jo Daviess County Highway Department. There was discussion on whether the States Attorney's Office or East Galena Township should draft the lease. Merri Berlage will talk to Chairman Smith and discuss the issue with the States Attorney's Office.

6. Citizens' Comments

7. Closed Session

8. Possible action as a result of closed session.

Meeting adjourned at 9:33 p.m. following a motion made by RJ Winkelhake and seconded by Gerald Bennett, motion carried.