



REGULAR MEETING OF THE WHITESIDE COUNTY BOARD
WEDNESDAY, MARCH 16, 2016 – 6:30 PM
LEC CONFERENCE ROOM - 400 N. CHERRY, MORRISON, ILLINOIS
CHAIR: JAMES C. DUFFY
AGENDA

- 1. A CALL TO ORDER BY THE CHAIR.**
- 2. ROLL CALL BY CLERK.**
- 3. PLEDGE OF ALLEGIANCE.**
- 4. READING AND APPROVAL OF THE JOURNAL.**
- 5. STANDING RESOLUTIONS AND ACKNOWLEDGMENTS:**
 - Resolution of Congratulations Fulton Wrestler Tyler Fleetwood**
- 6. COMMUNICATION.**
- 7. PLANNING AND ZONING ACTION ITEMS.**
- 8. COMMENTS FROM THE PUBLIC.**
- 9. REPORT FROM COUNTY OFFICERS.**
- 10. COMMITTEE REPORTS AND RECOMMENDATIONS.**
- 11. UNFINISHED BUSINESS.**
- 12. NEW BUSINESS.**
- 13. ADJOURNMENT.**

PUBLIC WORKS COMMITTEE - Mr. McGinn, Chair

The Public Works Committee met at the County Highway Office at 1:30 P.M. on Tuesday, March 1, 2016. Members present were: Bill McGinn, Glenn Frank, Fidencio Campos, Jr., Tom Ausman & Doug Wetzell. Others in attendance were: Jim Duffy-County Board Chairman, Sue Britt-County Board member, Joel Horn-County Administrator, Stu Richter-Planning & Zoning Administrator, Russ Renner-County Engineer and Andrea Dalton-Executive Secretary.

1. Chairman McGinn called the meeting to order.
2. Routine Business:
 - a. The Budgetary Status Report for February 2016 was presented for review and approval. Township Motor Fuel Tax claims were also presented for approval. Motion was made by Ausman and seconded by Campos, Jr. to approve the claims as presented. The vote was unanimous.
 - b. Public Comment – There was no one present wishing to make comment at this meeting.
 - c. Planning and Zoning:
 - (1) Stu Richter presented the Building Report for February 2016 (See #1).
 - (2) Mr. Richter told the Committee there is nothing for the “Planning & Zoning Action Items” portion of the County Board’s March 15, 2016 agenda. Mr. McGinn is scheduled to attend the meeting on March 17, 2016.
 - (3) The Planning & Zoning Commission will meet on March 17, 2016 to hear a Variance request from Tom Graff to allow a 20’ flat lot “pole” rather than the required 25’ in Genesee Township. This was tabled at the February meeting because the property owners’ notification letters did not meet ordinance requirements. The minutes of 2/18/16 meeting attached (See #2)
 - (4) Mr. Richter told the Committee he participated in a conference call on February 22, 2016, to discuss the Rock River Flood Mapping Update for the Meredosia levies. It appears that the mapping process will not be finished before the year 2019 or 2020.
 - (5) Geronimo Energy will be meeting with the Illinois Department of Agriculture tomorrow to discuss the required Agricultural Impact Mitigation Act. Once Geronimo forwards this document to my office I can begin the hearing process. It is my hope that there will be one hearing before the PZC and then it will go to the county board for final action. Mr. Duffy asked if the board could add requirements to the special use. Mr. Richter thought that the board could if they wished. If the wind farm company wanted to make changes to the special use the hearing process would start over.
3. Old Business: Nothing at this time.
4. New Business:
 - a. Resolution - Section #16-44000-01-GM Pavement Resurfacing - Hahnman Township (Fargo Rd.) from letting on 02/19/16). Motion was made by Frank and seconded by Ausman to recommend approval of the Resolution for the Award of the low bid to

Civil Constructors of Freeport, IL with a low bid of \$71,087.10. The vote was all ayes.
(See #3-4)

MOTION: To approve the Resolution for the Award for Section #16-44000-01-GM for Pavement Resurfacing - Hahnaman Township (Fargo Rd.) to the low bidder, Civil Constructors of Freeport, IL as presented.

5. Informational Items:

a. Airport Board:

- (1) The minutes from the February 18th, meeting of the Whiteside County Airport Board were presented for review. (See #5-8)
- (2) Ausman is scheduled to attend the next meeting on Thurs. March 17, 2016 @ 5:00 P.M. meeting at the airport.

b. Landfill: Reports & Informational Items:

- (1) The Landfill Inspection Form (See #9) and the Leachate Report for February 2016 were presented for review. Mr. Renner stated that the new leachate tank is operating at full capacity.
- (2) Mr. Renner updated the Committee on a proposed recycling presentation that would target students in grades K – 4 that had been presented last month. The cost for the presentation is \$575/per presentation. Mr. Renner stated that he had researched the matter following last month’s meeting and had also contacted the Regional Office of Education for a list of schools in the county. He stated that he will be sending out an interest survey to 12 schools in the county. If the county chooses to sponsor any programs, it won’t be until the next school year. More information will follow next month.

LEACHATE – MONTHLY TOTAL COMPARISON (In Gallons)

	CY’09	CY’10	CY’11	CY’12	CY’13	CY’14	CY’15	CY ’16
JAN	87,303	181,573	00,000	162,339	60,007	-0-	0	0
FEB	90,173	175,999	00,000	118,613	47,846	5,993	0	12,000
MAR	101,499	198,662	00,000	174,550	11,262	29,990	0	
APR	77,826	180,842	00,000	72,132	-0-	11,818	0	
MAY	203,734	47,209	251,633	48,180	6,067	-0-	33,165	
JUN	230,541	17,934	278,599	42,031	-0-	29,847	0	
JUL	131,790	00,000	194,816	35,699	-0-	59,492	18,844	
AUG	73,016	00,000	241,695	47,160	29,938	36,163	36,024	
SEP	67,078	00,000	168,947	17,971	72,264	6,010	78,190	
OCT	235,963	00,000	81,080	54,178	84,451	30,002	114,273	
NOV	308,891	00,000	120,034	30,012	22,733	3,886	53,963	
DEC	183,512	00,000	137,859	17,961	17,746	0	0	
Total =	1,064,325	1,791,326	802,219	1,474,683	352,314	213,181	334,459	12,000

c. Special Service Area #2: Nothing at this time.

d. Miscellaneous:

- (1) Mr. Renner updated the Committee on the recent closure of a bridge on Mathew Road (Hopkins Township). Wendler Engineering inspected the bridge and reported significant section loss in December 2015. The bridge was closed immediately following an inspection by the State on February 25, 2016. A bid letting for replacing the structure will be held on March 23, 2016 with construction beginning as soon as possible.
- (2) The County Engineer reported that he had been contacted by a representative from Wahl Clipper in Sterling about helping with a hazardous waste collection in the county. Mr. Renner contacted the EPA about the status of the County's application for a collection event and was told that the county is still on the list. However, since the State of Illinois is still operating without a budget, there is no funding for waste collections at this time.
- (3) Mr. Renner informed the Committee that he has been working with the County Administrator's Office on a new "Engineer" job classification for the department in anticipation of filling the position that was budgeted for this year. A request has been sent to the Wage & Salary Committee for review and establishment of an appropriate wage for the position. More information will follow in the coming months.
- (4) The Chair advised the Committee to move into Executive Session to review past Executive Session minutes from 11/06/07, 06/07/11, 04/02/13 & 10/01/13. According to 5 ILCS 120/2(c)(21), a motion was made by Ausman and seconded by Wetzell to move into Executive Session. A roll call vote was taken and the votes were all ayes. Those in attendance were members: McGinn, Frank, Ausman, Campos & Wetzell. Others present were Joel Horn, Sue Britt, Jim Duffy, Russ Renner and Andrea Dalton. The Committee entered into Executive Session at approximately 1:55 P.M.

At approximately 2:05 P.M., a motion was made by Frank and seconded by Ausman to return to open session. A roll call vote was taken and the votes were all ayes. Following the return to open session, a motion was made by Ausman and seconded by Campos to keep the minutes of 11/06/07, 06/07/11, 04/02/13 & 10/01/13 closed and release the minutes of today's Executive meeting. The closed session minutes may be reviewed again in September 2016. The vote was all ayes.

6. There was no additional business at this time and a motion to adjourn was made by Wetzell and seconded by Frank. The vote was unanimous and the meeting was adjourned at 2:07 P.M.

Meeting Date: The next regular meeting – April 5, 2016 at 1:30 PM, Highway Office

MOTION: To place on file the Public Works Committee's meeting report, February claims reports and related informational items, as presented.

COUNTY OFFICES COMMITTEE - Mr. Arduini, Chair

The County Offices Committee meeting was held on March 4, 2016 at 2:33 PM in Room 108 at the Courthouse. Those present were James Arduini and John Espinoza. Ruth Stanley and Marty Koster were absent. Also present were Jim Duffy, Sue Britt, Dawn Young, Joel Horn, Robin Brands, Lauren Lee, John Maas, and Lori Keppen.

1. County Recorder Dawn Young presented and discussed the Semi-Annual report, Revenue Stamp report, and Remote Access report (See #10-12).
2. Supervisor of Assessments:
 - a. Robin Brands advised of continuing education classes she and her chief deputy will be taking in March, April and September.
 - b. The Aerial Flight contract is being reviewed by the JoDaviess County State Attorney. The contract will then be forwarded to Carroll and Whiteside County for their review.
 - c. GIS Sales for 2/1/16 – 3/2/16 are \$158.00
 - d. Mrs. Brands requested a pay increase for the GIS Coordinator. After much discussion by the committee, Mr. Espinoza moved to forward this request of a 10% increase to the Wage & Salary Committee. Mr. Duffy seconded due to being the only voting member available. The committee voted with 2 yes and 1 no. Motion passed.
3. Mr. Maas brought the Devnet contract and scheduled quarterly payments per the committee's request for their review.
4. The claims for February were reviewed. Mr. Espinoza made a motion to approve. Mr. Duffy seconded the motion. All voted in favor.

Mr. Espinoza made a motion to adjourn with a second from Mr. Duffy. All voted ayes. The meeting adjourned at 3:15 PM.

Meeting Date: The next regular meeting –April 4, 2016 at 2:30 PM Room 108, Courthouse

MOTION: To place on file the County Offices Committee's meeting report, February claims reports and related informational items, as presented.

HEALTH AND SOCIAL SERVICES COMMITTEE - Mrs. Nelson, Chair

The Health & Social Services Committee met on March 2nd, 2016 at 6:30 p.m. in Room 117 at the Courthouse. Members present were Mrs. Nelson, Mr. Jacoby, Mr. Celestino, Mr. Crandall and Mr. Hamilton. Others present were Bob Sondgeroth, Joel Horn, Beth Fiorini, Sue Britt and Katherine Nelson.

1. Monthly claims were reviewed and approved.
2. Health Department
 - a. Mrs. Fiorini submitted the Health Department's annual report (copies in board members folders).
 - b. Mrs. Fiorini informed the committee the Federal grant monitors will be here for the 3 year evaluation of the Federally Qualified Health Clinic from March 29th to the 31st.

- c. Mrs. Fiorini informed the committee the Health Department is working on setting up the employee health fair. This year they will have a nurse practitioner involved as well.
 - d. Mrs. Fiorini informed the committee the Behavioral Health building is open for business.
3. Regional Office of Education.
 - a. Mr. Sondgeroth submitted his report (See #13-14).
 4. U of I Extension
 - a. Ms. McCoy submitted a written report (See #15).
 - b. Mr. Horn spoke to the committee about the LEAD program. Ms. McCoy will speak about this program at the Board meeting.
 - c. Ms. McCoy submitted her Annual Report (copies in board members folders).
 5. Mental Health Board
 - a. Mr. Jacoby informed the committee there will be a meeting March 22nd at the Self Help facility to receive the applications for funding.
 6. Senior Citizen
 - a. Mr. Horn reviewed the timeline for receiving applications for funding and making the awards. Applications are due later this month. The committee will review the applications at its April meeting and recommend to the board the awards at its May meeting which will then be voted on by the Board.
 - b. The committee discussed the demise of LSSI and questioned whether we could legally continue to fund them since they are no longer providing the services to seniors in our area. Mr. Horn will research and report back to the committee.

Meeting adjourned at 7:25 PM.

Meeting Date: The next regular meeting – April 6, 2016 at 6:30 PM Room 117, Courthouse

MOTION: To place on file the Health and Social Services Committee’s meeting report, University of Illinois Extension Annual Report, Health Department Annual report, February claims report and related informational items, as presented.

JUDICIARY COMMITTEE - Mr. Wilkins, Chair

The Judiciary Committee met on March 2, 2016 in Room 108 at the Courthouse. Members present were Wilkins, Milby, Glazier and Katherine Nelson. Others present were James Duffy, Sue Britt, Kevin Johnson, Sue Ottens, Sue Costello, Jim Heurman Joel Horn, and Lori Keppen.

1. Mr. Steve Wilkins called the meeting to order at 4:00 PM.
2. The monthly claims and budget status reports were reviewed. Bill Milby made a motion to approve the monthly reports. Kurt Glazier seconded the motion. All voted ayes.
3. Court Services.

- a. Kevin Johnson distributed the monthly reports (See #16).
 - b. Drug Court's first graduation will be 4/14/16 at 4:00 PM.
4. Circuit Clerk.
- a. Sue Ottens and Chief Deputy Sue Costello presented the monthly reports:

	December	January	February
Total Fines	134,833.49	67,641.04	78,296.15
Total Fines Paid to County	108,951.91	44,298.52	50,827.29
Clerk's Fees	34,658.14	30,016.18	34,491.02
County 38.675% Fee	9,853.69	8,732.91	9,752.56
Sheriff's Fees	2,562.85	2,352.11	2,271.71
State's Attorney Fees	2,507.54	1,986.65	2,822.75
Bailiff's Fees	9,997.27	9,435.53	11,627.14
Public Defender & GAL Fee	3,171.00	1,809.15	2,770.68
Juror Fees Paid	6,650.00	1,100.00	5,600.00
Number of Trials	3	1	2
Number of Trial Days	4	1	4
Grand Jury Days	0	0	0
Payment from SC Services	25.00	25.00	105.00
Payments collected by Clk for def's in collection with SC Services	75.00	0	75.00
Commutative Total	38,209.46	38,234.46	38,414.46

- b. In reference to last month's discussion on Electronic Citation Fees. Mr. Horn advised the board needed to rescind Resolution #11. Katherine Nelson made a motion to rescind Resolution #11 dated February 3, 2011. Kurt Glazier seconded the motion. Discussion was held. All voted in favor and motion passed. (See #17)

MOTION: To rescind Resolution #11 dated February 3, 2011, as presented.

5. Public Defender.
- a. The Committee reviewed the monthly report:

Category	December	January	February
Number of Defendants	289	284	275
Number of new appointments	41	36	38
Number of defendants taken by private counsel	4	6	2
Number of defendant resolved	42	38	26
Number of defendants at end of month	284	275	285
Bond reductions	3	0	0
Plea agreements	29	28	17
Felony	19	16	12
Misdemeanors	10	12	5
Open pleas	3	0	0
Felony	3	0	0
Misdemeanors	0	0	0
Jury trials	0	0	2
Bench trials	1	0	0

Sentence hearings	7	5	6
Felony	2	4	6
Misdemeanors	5	1	0
Dismissed cases	6	6	3
Juvenile appearance in court	125	103	133
Clients in Substance Abuse Treatment	1	0	0

A motion to adjourn was made by Katherine Nelson and seconded by Bill Milby. All voted in favor. The meeting adjourned at 4:27 PM.

Meeting Date: The next regular meeting –April 6, 2016 at 4:00 PM Room 108, Courthouse

MOTION: To place on file the Judiciary Committee’s meeting report, February claims reports and related informational items, as presented.

PUBLIC SAFETY COMMITTEE - Mrs. Britt, Chair

The Public Safety Committee meeting was held on March 3, 2016 in Room 108 at the Courthouse. The meeting was called to order at 3:00 PM. Members present were Britt, Thompson, Bradley and Cunniff. Also present were Sheriff Wilhelmi, Sergeant Seth Janssen Assistant States Attorney Terry Costello, Joel Horn, Neil Johnson and Lori Keppen.

1. The claims and budget status reports were reviewed. Mr. Thompson made a motion to approve the claims. Mr. Cunniff seconded the motion. All voted in favor.
2. Coroner.
 - a. The Committee reviewed the monthly report:

	December	January	February
Number of Cases	40	40	35
Autopsies	3	6	1
Permits	20	24	15
Revenue	\$850	\$1500	\$305

3. Sheriff’s Report.
 - a. Sheriff Wilhelmi presented the monthly report:

	December	January	February
CIVIL PROCESS – REVENUE	\$7,894.00	\$8,103.00	\$9,183.00
Papers Served	282	221	238
Sheriff Sales	9	9	10
MISCELLANEOUS FEES			
Circuit Clerk – Police Vehicle Fund	\$276.00	\$437.50	\$128.50
DUI Fund	\$1,324.00	\$2,285.00	\$1,821.00
Drug Fund	\$45.00	\$106.88	\$125.63
PI Fees	\$1,045.00	\$960.00	\$460.00
Sheriff Fees	\$1,745.80	\$2,562.85	\$2,352.11
Police Reports	\$62.00	\$211.00	\$107.00
Prisoners Trust Fund	\$502.54	\$334.56	\$461.98
Lectronic – monthly rent	\$75.00	\$75.00	\$75.00

Warrant Fees	\$140.00	\$280.00	\$140.00
Subpoena Fees	\$0	\$0	\$0
Sheriff Surplus	\$0	\$0	\$0
Fingerprints – 1 @ \$10	\$10.00	\$0	\$0
Hearing Room Rental	\$25.00	\$0	\$0
Leslie Geisler Munger– transport prisoners	\$0	\$0	\$0
Restitution (Mitchel. Squad Damages)	\$0	\$0	\$25.00
SSA Treasury Deposit	\$400.00	\$0	\$0
Radio Bill Fees – year 2015	\$0	\$0	\$3,360.00
Miscellaneous Rebate	\$0	\$0	\$0
Climco Recycling	\$0	\$0	\$144.30
Sterling Park District – reimburse	\$0	\$495.00	\$0
K-9 Donation	\$232.00	\$0	\$0
Community State Bank – car payoff	\$0	\$55.42	\$0
ESDA Reimbursement	\$0	\$0	\$0
Witness Fees	\$0	\$0	\$0
MISCELLANEOUS TOTAL	\$5,882.34	\$7,803.21	\$9,200.52
GRAND TOTAL	\$13,776.34	\$15,906.21	\$18,383.52

	Dec			Jan			Feb		
	Male	Female		Male	Female		Male	Female	
Beginning Census	70	16		74	16		61	20	
Admissions	87	27		83	23		79	19	
Releases	83	27		96	19		74	24	
Ending Census	74	16		61	20		66	15	
Average Daily			93			92			86
Meals Served			8,749			8,620			7,589
Number Accidents			30			48			53
Patrol Miles			34,333			32,075			21,366

b. Sergeant Seth Janssen presented the Whiteside Multi-Jurisdictional All Hazards Mitigation Plan. Sergeant Janssen advised all municipalities in the county, except Lyndon and Albany, met and identified there known hazards within their jurisdiction. Now a FEMA requirement for any future funding there must be a Mitigation Plan placed on file by the County. Every five years the plan must be updated. A motion was made by Mr. Thompson to adopt the Whiteside Multi-Jurisdictional All Hazards Mitigation Plan as presented. Mr. Cunniff seconded the motion. All voted in favor. (See #18)

MOTION: To adopt the Whiteside Multi-Jurisdictional All Hazards Mitigation Plan, as presented.

c. Sheriff Wilhelmi and Neil Johnson distributed to the committee updated job descriptions on custodial and maintenance job descriptions. These were previously approved by the Committee and forwarded to the Wage & Salary Committee.

4. State’s Attorney:

a. Terry Costello presented monthly and juvenile case statistic reports (See #19-20).

	December	January	February
Felony convictions	44	35	51
Misdemeanor convictions	43	30	18

Traffic convictions	172	114	113
DUI convictions	18	17	5
Juvenile Adjudications (delinquency, child abuse etc)	7	4	0
Juvenile Permanency/Reviews	22	16	19
Found not guilty(felony, traffic, misd jury, bench trial)	1	2	0

There were 30 defendants convicted of felony crimes in February 2016. Among the felony convictions were: 16 Violations of Probation, 3 Burglary, 2 Theft, 4 Aggravated Battery, 1 Aggravated Domestic Battery, 1 Domestic Battery, 1 Aggravated Criminal Sexual Abuse, 2 Aggravated Fleeing, 1 Violate Sex Offender Registration, 1 Escape, 1 Accident Injury/Death, 1 Give False Alarm, 1 Attempt to Disarm Officer, 2 Unlawful Possession Prescription Form, 2 Unlawful Delivery of Cannabis, 4 Unlawful Delivery Controlled Substance, 7 Unlawful Possession of Controlled Substance, and 1 DUI.

This report does NOT include statistics for bond reduction hearings, Sexual Dangerous Persons petitions, post-trial petitions, post-conviction petitions, mental health petitions, Statutory Summary Suspension hearings, Petitions to Revoke Probation hearings, suppression hearings, and other motion and pretrial hearings.

- b. Assistant States Attorney Terry Costello presented the Annual Report (See #21-25).
- c. Since Trish Joyce was absent, the committee did not want to proceed on any discussion for salary increases within the State’s Attorney Office. This will be discussed at the next meeting.

A motion to adjourn was made by Mr. Bradley and seconded by Mr. Cunniff. The meeting adjourned at 3:50 PM.

Meeting Dates: The next regular meeting – April 7, 2016 at 3:00 PM Room 108, Courthouse

MOTION: To place on file the Public Safety Committee’s meeting report, February claims reports and related informational items, as presented.

FINANCE COMMITTEE - Mr. Truesdell, Chair

The Finance Committee met on Monday, March 07, 2016 at 1:00 p.m. in Room 108 at the Courthouse. Members present were Truesdell, Abbott, and Bitler. VanDeVelde was absent. Also present were Jim Duffy, Board Chair; Tori McDaniel, Direct of Public Transportation; Dave Harrison, Paul Young, Dave Cook & Mike Jacobsen from Soil & Water Conservation District; Joel Horn, County Administrator; and Deb Workman.

1. 1. The Committee reviewed the monthly claims. A motion was made by Abbott, seconded by Bitler, to approve the claims report as presented. All voted in favor of the motion.
2. David Harrison presented a request for additional funding for the Soil & Water Conservation District. In the County’s fiscal year 2016 budget a grant of \$10,000 was awarded to the Soil & Water Conservation District. Mr. Harrison explained to the Committee how their office has been affected with no State budget being in place. They have not received funding from the State since March 2015. The secretary in the office is having her hours reduce to 4 days a week, possibly 3 days a week. The Office is staffed by 5 individuals with 3 being paid by the Federal govt. and 2 paid by the State of Illinois.

Currently enough funds are available for the two State employees for about 7 months. Mr. Harrison stated that although the County is facing issues with no State budget in place, they are requesting an additional \$20,000 in funding from the County. Mr. Abbott pointed out to the Committee that farming is the biggest industry in the County and hoped the County could grant additional funding for the Conservation District. A motion was made by Bitler, seconded by Abbott, to grant an additional \$10,000 to the Soil & Water Conservation District with the Committee reviewing the County's finances in the fall before awarding any additional funds. All voted in favor of the motion.

3. The Committee received an update on the search for an Enterprise Zone/Economic Development Director. An offer has been made to an individual from the Chicago area. We hope to have an answer from him tomorrow. In anticipation of the offer being accepted, a motion was made by Abbott, seconded by Bitler to have an "anticipated motion" on the agenda for the hiring of an Enterprise Zone/Economic Development Director. All voted in favor of the motion.

ANTICIPATED MOTION: To confirm the appointment of an Economic Development Director as approved by the Whiteside Carroll Enterprise Zone Management Organization (EZMO).

4. Tori McDaniel met with the Committee and discussed Public Transportation issues.
 - a. Mrs. McDaniel presented 3 documents that are required by the State of Illinois for Fiscal Year 2017: 5311- DOAP Board Resolution, Acceptance of the Special Warranty, and Ordinance to Provide for Public Transportation in Whiteside County, IL. A motion was made by Bitler, seconded by Abbott, to place the documents on the agenda for action by the full Board. All voted in favor of the motion. (See #26-28)

MOTION: To adopt the 5311 – DOAP Board Resolution for Fiscal Year 2017, as presented.

MOTION: To adopt the Acceptance of the Special Warranty for Fiscal Year 2017, as presented.

MOTION: To adopt the Ordinance to Provide for Public Transportation in Whiteside County, IL, as presented.

- b. Mrs. McDaniel reported she had received the CVP application for Fiscal Year 2017 and will bring it to the Committee next month for approval. She will be requesting 2 replacement mini-vans and 2 replacement buses.
- c. Profits from the last fundraiser totaled \$469.00.
- d. Ridership increased in February. There was an extra day (29th) and 204 trips were made that day.
- e. Mrs. McDaniel let the Committee know that she will be out of the office a few days in April. She has been asked to aide in a presentation at the RTAC spring conference in Springfield with our Bureau Chief from IDOT.
- f. Mrs. McDaniel presented the Committee with a copy of the Audit for the Senior Center which includes financials on Public Transportation. A motion was made by Abbott,

seconded by Bitler, to place the Senior Center Audit on file in the County Clerk's office. All voted in favor of the motion.

5. The Committee reviewed the Temporary Investment and Summary of Fund Balance Reports received from the Treasurer.
6. Mr. Duffy reported to the Committee on a possible economic development group being formed regionally that would be called LEAD. He will keep the Committee advised of any developments.
7. Mr. Horn reported to the Committee on a request regarding one of our ambulances. The Board has approved the purchase of a new ambulance for next year. Rather than trading the old ambulance in, CGH is requesting they be given the chance to purchase the vehicle and use it for transport. Mr. Horn informed the Committee that is not how our current policy reads. The change would amount to a sentence being added to our policy that would give municipalities and government agencies an opportunity to bid on old equipment. We have a year to make this change, but he wanted to know if the Committee would be in favor of this type of change. It is something that is currently done with old equipment from the Highway Department. After a brief discussion, it was the consensus of the Committee that the change should be made in the County's current policy.
8. Mr. Horn reported to the Committee on union negotiations with the FOP for the Sheriff's personnel and Court Services.
9. The Committee reviewed and approved per diems and mileage reimbursements for the County Board.
10. There being no further business, the meeting adjourned at 1:45 p.m.

Meeting Date: The next regular meeting – April 11, 2016 at 1:00 PM Room 108, Courthouse

MOTION: To place on file the Finance Committee's meeting report, February claims reports and related informational items, as presented.

WAGE & SALARY COMMITTEE – Mr. Wilkins, Chair

The Wage & Salary Committee met on Monday, March 7, 2016 at 7:00 p.m. in Room 117 at the Courthouse. Members present were Wilkins, Abbott, Cunniff, Wetzell, Espinoza, Duffy and Jacoby. Also present were: Sue Britt, County Board member; Robin Brands, Supervisor of Assessments; Bob Sondgeroth, Regional Supt. of Schools; Neil Johnson, Building & Grounds Supervisor; Joel Horn, County Administrator; and Deb Workman.

1. Neil Johnson presented 5 job descriptions with changes for approval: Custodian, Pay Grade 24; Maintenance Worker I, Pay Grade 25; Maintenance Worker II, Pay Grade 28; Maintenance Worker III, Pay Grade 30; and Building & Grounds Maintenance Supervisor, Pay Grade 31. No request is being made for raises or changes in Pay Grades for these positions. The changes are in the job descriptions only. With the changes being requested the job descriptions will be more in order with what is currently being done. The original job descriptions were written in 1992 when the Building & Grounds Dept. had only 5 buildings to maintain. Currently the staff is maintaining 14 buildings. A motion was made

by Wetzell, seconded by Cunniff, to change the job descriptions for Custodian, Maintenance Worker I, Maintenance Worker II, Maintenance Worker III, and Building & Grounds Supervisor as presented. All voted in favor of the motion.

2. Mr. Horn presented a request from the Highway Department for an Engineering position. This is being requested in preparation for upcoming retirements. This position would require a 4 year degree, but will not require an engineering certificate. It is an entry level position. The Public Works Committee supports the establishment of this position and \$45,000 has been budgeted for the position. Mr. Horn informed the Committee that he and Deb Workman had evaluated the position and placed it in Pay Grade 29. A motion was made by Wetzell, seconded by Espinoza, to establish the entry level position of Engineer in Pay Grade 29 and that the salary be negotiated at no more than \$45,000. All voted in favor of the motion.
3. Bob Sondgeroth presented his request for his Secretary. The Secretary in his office has been paid from two different funds to equal her hourly rate. Part of her pay has come from County funds that have been budgeted for and part was paid by grant funds to equal an hourly rate of \$18.10 per hour. Currently she is being paid by the County at an hourly rate of \$13.35 for 70 hrs. per pay period with grant funds paying any additional amount. The grant funding has dried up and he now would like the County to pay the difference. He has adjusted his County budget and there are funds available to pay the additional amount. By placing her in the County's Pay Plan, currently she would be placed in Pay Grade 26 with 19 years of service making \$18.10 per hour. It was noted that there are other County employees in Pay Grade 26 with equal years of service that would not be making the same hourly wage. Mr. Horn is concerned that placing her in Pay Grade 26 will cause issues with other employees. It was the consensus of the Committee that a PDQ (Personnel Description Questionnaire) be completed for this position to determine the correct Pay Grade for the position prior to approval of the request.
4. Robin Brands presented a request for a pay increase for Lauren Lee, GIS Coordinator. This position is a Pay Grade 31. Mrs. Brands presented the history of Mrs. Lee with the County – hired in 2007 at \$35,000, with a negotiated schedule her salary was increased to \$40,000 in 2008 and \$45,000 in 2009 and since then she has received increases allowed for non-union personnel. She is currently making \$49,528. Mrs. Brands is requesting a 10% pay increase which would bring her to \$54,480. Mrs. Brands noted that Mrs. Lee has recently set up and maintains a GIS website. The cost to hire someone to do this would have been \$11,000. The Committee was also told that Mrs. Lee maintains two servers – one for 911 and one for GIS. A motion was made by Wetzell, to approve a 10% pay increase for Lauren Lee. A motion was made by Duffy, seconded by Cunniff, to table this motion pending completion of and grading of a PDQ on this position. All voted in favor of this motion and the original motion was tabled.
5. Mr. Horn presented several scenarios to the Committee regarding pay increases for non-union employees. He also explained to the Committee what has been negotiated for the Highway and Sheriff's unions. A motion was made by Cunniff, seconded by Jacoby, to recommend to the full Board a 3.5% across the board increase to all non-union personnel effective March 14, 2016. All voted in favor of the motion.

MOTION: To approve a 3.5% across the board increase to all non-union personnel effective March 14, 2016.

6. Mr. Horn presented the County's current pay scale and recommended adjusting the scale 1.5%. The CPI is approximately 1.4%. A motion was made by Duffy, seconded by Cunniff, to raise the current pay scale 1.5%. (See # 29-30) All voted in favor of the motion.

MOTION: To raise the current Pay Scale 1.5% as presented.

7. Mr. Horn informed the Committee that during negotiations with the FOP Sheriff's Union, a 5th week of vacation was approved for employees with over 25 years of service. The Court Services union employees are currently receiving this fifth week of vacation. It was Mr. Horn's recommendation that a fifth week of vacation also be given to non-union personnel. Currently it will affect 16 employees. A motion was made by Wetzell, seconded by Espinoza, to have non-union personnel receive a fifth week of vacation after 25 years of service effective March 14, 2016 (See #31). All voted in favor of the motion.

MOTION: To approve an ordinance amending our personnel code authorizing a fifth week of vacation to non-union personnel after 25 years, as presented.

8. Mr. Horn requested that in the future pay increases be awarded to non-union personnel the first full pay period in December rather than the first full pay period in June. This would line changes up with the newly adopted budget. A motion was made by Jacoby, seconded by Espinoza, to have pay increases for non-union personnel be awarded the first full pay period in December effective December 2016 (See #32). All voted in favor of this motion.

MOTION: To approve an ordinance to change the date of annual pay increases to non-union personnel to the first full pay period in December, as presented.

9. Mr. Cunniff questioned whether Neil Johnson, who was given a temporary pay increase until staffing positions were filled, had ever had this increase rolled back. Mr. Horn reported he did not think this had been done and would talk with the Sheriff.

10. There being no additional business, the meeting adjourned at 8:15 p.m.

Meeting Date: The next regular meeting – April 18, 2016 at 7:00 PM Room 117, Courthouse

MOTION: To place on file the Wage & Salary Committee's meeting report and related informational items, as presented

EXECUTIVE COMMITTEE - Mr. Duffy, Chair

ALL STANDING COMMITTEES WILL MEET AFTER THE BOARD MEETING

The Executive Committee met on Tuesday, March 8, 2016 at 6:30 p.m. in Room 117 at the Courthouse. Members present were Duffy, McGinn, Arduini, Karen Nelson, Wilkins, Britt, and Truesdell. Also in attendance were Board member Katherine Nelson, Tim Watkins from Project First Rate, County Administrator Joel Horn and Deb Workman.

1. Tim Watkins from Project First Rate gave a brief presentation to the Committee regarding an apprentice program for union members. Project First Rate is a non-profit organization. Information will be distributed on Board night on this program.

2. A Resolution of Congratulations will be presented to Fulton wrestler Tyler Fleetwood. Tyler recently competed in the IHSA State Wrestling Championship held in Champaign, Illinois and placed first in the 106 pound class in the Class 1A State tournament. A motion was made by Wilkins, seconded by Arduini, to place the Resolution of Congratulations for Tyler Fleetwood on the Board agenda. All voted in favor of the motion.

MOTION: To adopt Resolution of Congratulations for Fulton wrestler Tyler Fleetwood.

3. Mr. Duffy noted Bob Sondgeroth, Regional Superintendent of Schools will be making a presentation at the Board meeting.
4. All Standing Committees, the Ad-hoc Building Code Committee, the Wage & Salary Committee and the Labor Management Committee reported.
5. During the Finance Committee report it was noted that Board action is not required for the additional \$10,000 being awarded to the Soil & Water Conservation District. This amount is within the spending authority given to the Committee in the County Code.
6. Mr. Horn explained to the Committee that two of the motions from the Wage & Salary Committee require Ordinances and he will have them prepared. One ordinance is needed for awarding the fifth week of vacation and the other is needed for changing the date for pay increases to December 1st.
7. The Committee was informed of the details of the proposed FOP Union contract with the Sheriff's Department. The contract is expected to be ratified by the union in time for Board action on March 16th. A motion was made and seconded to place a motion for the adoption of the FOP Sheriff's Department contract and Whiteside County. All voted in favor of the motion.

MOTION: To adopt the contract between the FOP Sheriff's Union and Whiteside County, as presented.

8. Mr. Duffy gave a brief report on the Ad-hoc Building Code Committee and the progress it is making. The minutes of the 2/24/16 are attached (See #33-35).
9. Mr. Duffy presented the following appointments:
 - a. Reappointment of Rodney Scott as Trustee of the Rock Falls Rural Fire Protection District
 - b. Reappointment of William McCue as Trustee of the Sterling Rural Fire Protection District.
 - c. Appointment of Timothy Fassler as Trustee of the Sterling Rural Fire Protection District to fill remaining term of Douglas Happ.

A motion was made by Nelson, seconded by McGinn, to place these appointments on the agenda for Board action. All voted in favor of the motion.

MOTION: To confirm the reappointment of Rodney Scott as Trustee of the Rock Falls Rural Fire Protection District.

MOTION: To confirm the reappointment of William McCue as Trustee of the Sterling Rural Fire Protection District.

MOTION: To confirm the appointment of Timothy Fassler as Trustee of the Sterling Rural Fire Protection District.

10. Mr. Duffy informed the Committee that there is a vacancy on the 708 Board. He has several individuals who he is considering for the appointment.
11. Mr. Duffy spoke briefly on the LEAD (Leaders Economic Allegiance Development) program that is being put together involving the counties of Lee, Whiteside, Carroll and Ogle. It is in the very early stages of development.
12. Mr. Duffy gave a brief update to the Committee on the wind farm progress. It is most likely that an extension will be requested from the Zoning Board.
13. Mr. Horn discussed changing the County's policy for used equipment. CGH is interest in one of our used ambulances and would like the opportunity to purchase it. Currently it is our policy to use the equipment for a trade-in. If it is the consensus of the Committee, Mr. Horn would put together a new policy allowing for a bidding process for other government agencies to bid on used equipment. It was the consensus of the Committee to have Mr. Horn move forward on a new policy.
14. A motion was made by Britt, seconded by Arduini, to approve the monthly claims as presented. All voted in favor of the motion.
15. There being no further business, the meeting adjourned at 7:50 p.m.

Next Regular Meeting:	Executive Committee:	04/12/16
	County Board	04/16/16
Compensation and Reimbursements:	Payroll Check Print Date:	04/01/16
	Reimbursement Check Print Date:	06/06/16

MOTION: To place on file the Executive Committee's meeting report, February claims reports and related informational items, as presented.