



**REGULAR MEETING OF THE WHITESIDE COUNTY BOARD  
TUESDAY, AUGUST 20, 2019 – 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:**
  - a. Resolution of Condolence for the Patricia Poci family**
- 6. COMMUNICATION:**
  - a. IEPA 7/16/19 Re: Stein Steel Mill Services**
  - b. Whiteside County Soil & Water Conservation 7/25/19**
  - c. Petition to Whiteside County Board to Amend Section 39-3(a)(1)  
[Section 39-239(a)(1)] of the Whiteside County Code**
- 7. BUILDING 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 1:00 p.m. on Wednesday, August 7, 2019. Members present were: Bill McGinn, Glenn Frank, Tom Ausman, Doug Wetzell and Larry Russell. Others in attendance were: Jim Duffy-County Board Chairman, Suzan Stickle-Building & Zoning Administrator, Drew Wilkens-Whiteside County Airport Board Member, Sue Britt-County Board Member, Joel Horn-County Administrator, Russ Renner-County Engineer, and Jennifer Greeley-Office Manager. Also in attendance were: Attorney Gary Spencer, David Schipper, Roger Schipper, William McCune, Bill Bush, Frank Yeoward and Robert Yeoward. Chairman McGinn called the meeting to order.

### **1. ROUTINE BUSINESS:**

- a. Township Motor Fuel Tax & Budgetary Status Reports for July, 2019 were presented for review and approval. Motion was made by Ausman and seconded by Wetzell to approve the items as presented. The vote was all ayes.

### **2. PUBLIC COMMENT:**

- a. The following people made public comments: Gary Spencer, Roger Schipper, Robert Yeoward and David Schipper.

A Petition with attachments was presented by Gary Spencer on behalf of those present, regarding a requested amendment to Section 39-3(a)(1) [Section 39-239(a)(1)] of the County Code to address intermodal storage containers in the unincorporated areas of Whiteside County.

### **3. BUILDING & ZONING REPORT:**

- a. Suzan Stickle, Building & Zoning Administrator distributed the Building Report for July, 2019 to the Committee for their review (See #1).
- b. Discussion was held regarding the petition presented by Mr. Spencer.

**MOTION: To recommend that the petition as presented, to Amend Section 39-3(a)(1) [Section 39-239(a)(1)] of Whiteside County Code be forwarded to the Planning and Zoning Commission.**

A motion was made by Ausman and seconded by Wetzell to forward the Petition to the Planning and Zoning Board. The vote was all ayes.

- c. Ms. Stickle discussed possible policies for recreational cannabis and fencing around solar panels. No action or recommendations were made by the Committee at this time.
- d. The 1<sup>st</sup> review of Capitalized Fixed Assets and Service Contracts for CFY'20 was addressed by Ms. Stickle, discussed with Committee, and will be acted upon next month.
- e. There will not be a Planning and Zoning Commission meeting in August.

### **4. AIRPORT BOARD REPORT:**

- a. The regular Airport Board minutes from May 16, 2019 and June 13, 2019 were presented for review (See #2-10).
- b. Mr. Wilkens informed the Committee of an upcoming event, Discover Aviation that will be held September 21, 2019 from 8:30 a.m. – 3:00 p.m. at the Whiteside County Airport.
- c. Tom Ausman will attend the Airport Board meeting on August 15, 2019 @ 5:00 p.m.

5. SPECIAL SERVICE AREA #2 REPORT:
  - a. The quarterly report for April – June, 2019 was presented to the Committee for review (See #11).
6. COUNTY HIGHWAY REPORT:
  - a. The Landfill Leachate Report and Inspection Report for July, 2019 were presented for review (See #12-13).
  - b. The Committee reviewed bids from a letting held August 7<sup>th</sup> for the purchase of gasoline and diesel fuel. A motion was made by Ausman and seconded by Frank to approve the Resolution awarding the low bid for unleaded gasoline to Gibson Oil Company of Lyndon, IL and the low bid for diesel fuel to Gold Star F.S, of Cambridge, IL. (See #14-15)

**MOTION: To recommend the approval of the Resolution for the award of unleaded gasoline to Gibson Oil Company of Lyndon, IL and diesel fuel to Gold Star F.S. of Cambridge, IL as presented.**

- c. Budget updates and adjustments were addressed by Mr. Renner and discussed with the Committee.
- d. Mr. Renner discussed with the Committee replacing the salt bin cover and Verizon’s fleet program.
- e. Mr. Renner informed the Committee that an Engineering Tech has been hired. Jeffrey Spensley will begin full time employment on Monday, August 26<sup>th</sup>.
- f. The 1<sup>st</sup> review of Capitalized Fixed Assets and Service Contracts for CFY’20 was addressed by Mr. Renner, discussed with the Committee, and will be acted upon next month.

There was no additional business so a motion to adjourn was made by Ausman and seconded by Wetzell. The vote was all ayes and the meeting was adjourned at 2:37 p.m.

Meeting Date: The next regular meeting - Tuesday, September 3, 2019 at 1:30 PM, Highway Office

**MOTION: To place on file the Public Works Committee’s meeting report, July 2019 claim reports and related informational items, as presented.**

**LANDFILL COMMITTEE - Mr. Ausman, Chair**

The Committee convened at the Prairie Hill Recycling and Disposal Facility meeting room on Monday, July 15, 2019 at 9:00 a.m. Members Present: Mr. Ausman, Mr. Crandall, Mr. Glazier, and Mr. Wetzell. Others Present: Mr. Duffy, Mr. Wiersema, Mr. Deets, Mr. Renner and Mr. Horn.

Meeting was called to order at 9:00 a.m.

1. Prairie Hill Recycling and Disposal Facility Reports. Mr. Wiersema presented the following:
  - a. A summarized 2<sup>nd</sup> Quarter Activity Report for Fiscal Year ‘19. (See #16-17) The full report is available for review at the County Clerk’s Office. He also submitted the 2<sup>nd</sup> Quarter payment totaling \$141,555.41 and a catch-up payment of \$139,710.81.

b. Historical data:

	2017		2018		2019(YTD)	
<b>Tipping Fees</b>	<b>Tons (in thous)</b>	<b>Fees</b>	<b>Tons (in thous)</b>	<b>Fees</b>	<b>Tons (in thous)</b>	<b>Fees</b>
Original Area	8	\$ 572,280*	116	\$ 572,280*	69	\$ 286,140*
Expanded Area	152	\$ 398,489	135	\$ 337,246	34	\$ 113,654
<b>Total</b>	<b>160</b>	<b>\$ 970,769</b>	<b>251</b>	<b>\$ 909,526</b>	<b>103</b>	<b>\$ 399,794</b>

\* Guaranteed minimum payment.

c. Mr. Wiersema reported they will be installing 8-9 gas wells in August.

2. Health Department Inspection Reports:

- a. Mr. Deets submitted the 2<sup>nd</sup> Quarter Waste Activity Inspection Report (See #18-20). There were 4 problems in 1,048 loads.
- b. Mr. Renner reported on the hazardous waste collection day the highway department held in June. He indicated the event was a success and anticipates the state will get back to their schedule of putting these on in each county every 3-4 years.

Committee adjourned at 9:30 a.m.

Meeting Date: The next meeting – October 21, 2019 at 9:00 AM, Prairie Hill Recycling Facility

**MOTION: To place on file the Committee's report, Quarterly Prairie Hill RDF Activity reports, Quarterly Waste Activity Inspection Reports and related informational items, as presented.**

**COUNTY OFFICES COMMITTEE - Mr. Arduini, Chair**

The County Offices Committee met on August 5, 2019 in Room 108 at the Courthouse. Members present were Jim Arduini, John Espinoza, Marty Koster and Ruth Stanley. Others present were Jim Duffy, Sue Britt, Dana Nelson, Dawn Young, Robin Brands, John Maas, Chris Tennyson, Joel Horn and Lori Keppen.

1. Chair Jim Arduini called the meeting to order at 2:30 PM. The monthly claims and budget status reports for July 2019 were reviewed. John Espinoza made a motion to approve the monthly reports. Marty Koster seconded the motion. All voted in favor.
2. County Clerk
  - a. The County Clerk handed out information on the new election equipment. Discussion was held on how easy it will be to use the equipment along with the updated technology.

It was emphasized the GBS quote is just for services and no new equipment was forthcoming from this company. Whereas Liberty Systems quote is for new equipment with the option to purchase this equipment. (See #21-22)

The County Clerk advised she has almost \$70,000 in her budget this year for the down payment but may need a re-appropriation. The total cost of the new equipment costs would be \$318,295. Quarterly payments of \$18,729 would be made for a yearly cost of \$74,916 for six years with optional two year payments after lease to own.

A motion was made by Ruth Stanley and seconded by John Espinoza to purchase the new election equipment from Liberty Systems as presented. All voted in favor.

**MOTION: To approve the purchase of election equipment from Liberty Systems for a total cost of \$318,295, as presented.**

- b. The County Clerk reviewed her CY20 budget requests for service contracts, fixed assets and grants. A five year capital improvement plan will be forwarded to the Public Safety Committee.
3. Recorder
  - a. The Recorder reviewed her CFY20 budget requests for service contracts advising of increases due to a maintenance contract expiring. The fixed assets were also reviewed. A five year capital improvement plan will be forwarded to the Public Safety Committee.
  - b. The Recorder requested a re-appropriation of \$35,000 for Revenue Stamps from contingency. A motion to forward this request to the Finance Committee was made by Marty Koster and seconded by Ruth Stanley. All voted in favor.
4. Supervisor of Assessments
  - a. The GIS sales for 6/4/19 – 8/2/19 were \$485.59. Also three address directories were sold for \$30.
  - b. The Assessor reviewed her CY20 budget request for service contracts in the GIS fund noting nothing much had changed. But in the general fund the scanning of the assessor books were not done this year to due to health reasons. The company comes onsite to scan these books. The budget will reflect two years of payment for scanning in the CY20 budget.
5. IT
  - a. John Maas reviewed his CY20 budget request for service contracts advising due to upgrades and maintenance costs his budget increased. However, his fixed assets request were lower due to only one department needing computer upgrades.
6. ROE
  - a. The CY20 budget request for service contracts were presented.
  - b. Chris Tennyson gave the monthly report (See #23-24).

A motion to adjourn was made by John Espinoza and seconded by Ruth Stanley. All voted in favor. The meeting adjourned at 3:08 PM.

Meeting Date: The next regular meeting – **Friday, September 6, 2019 at 2:30 PM**, Room 108, Courthouse

**MOTION: To place on file the County Offices Committee's meeting report, July 2019 claim reports and related informational items, as presented.**

#### **HEALTH AND SOCIAL SERVICES COMMITTEE - Mrs. Nelson, Chair**

The Health & Social Services Committee met on August 7, 2019 at 6:30 p.m. in Room 117 at the Courthouse. Members present were Nelson, Lee, Crandall, Jacoby and Hamilton. Others present were Beth Fiorini, Phil Jass, Janice McCoy, Sue Britt, Katherine Nelson and Joel Horn.

1. Claims were reviewed and approved.
2. Health Department
  - a. Mr. Jass submitted the Health Department monthly report and reviewed several items (See #25).
  - b. Mr. Jass indicated the medical care for inmates has been going well so far. He indicated one of the things they have done is to meet with the kitchen staff to help develop meals that would be suitable for diabetic inmates. Mr. Lee commended them on this collaboration.
  - c. Mr. Jass talked to the committee about the rise of STD's in the region and efforts to combat this growing problem.
  - d. Mr. Jass introduced Cheryl Lee, the new Assistant PHA/CEO.
3. University of Illinois Extension
  - a. Ms. McCoy submitted her monthly director's report.
  - b. Ms. McCoy talked about an upcoming meeting to discuss Industrial Hemp as a cash crop. That meeting will be held at the Rock Falls Community room from 9:00 a.m. - noon on August 26th.
4. Veterans Assistance Commission
  - a. The Committee reviewed the May and June 2019 reports (See #26-27).
5. Mental Health Board
  - a. The minutes of the 7/22/19 meeting were presented along with their budget recommendations (See #28-31).

Meeting adjourned at 7:15 p.m.

Meeting Date: The next regular meeting – September 4, 2019 at 6:30 PM Rm 117, Courthouse

**MOTION: To place on file the Health & Social Services Committee's meeting report, July 2019 claims reports and related informational items, as presented.**

### **JUDICIARY COMMITTEE - Mr. Milby, Chair**

The Judiciary Committee met on August 7, 2019 in Room 108 at the Courthouse. Members present were Bill Milby, Katherine Nelson, Kurt Glazier and Cynthia Mead. Others present were Jim Duffy, Sue Britt, Judge Trish Senneff, Joyce Barsema, Mark Holldorf, Sue Costello, Joel Horn, and Lori Keppen.

1. Chair Bill Milby called the meeting to order at 4:00 PM.
2. The monthly claims and budget status reports for July 2019 were reviewed. Kurt Glazier made a motion to approve the monthly reports. Katherine Nelson seconded the motion. All voted in favor.
3. Court Services
  - a. Joyce Barsema presented the monthly report (See #32).
  - b. The CY20 budget request for service contracts were presented.

4. Public Defender

a. Mark Holldorf presented the monthly report. There were 60 new cases in July.

Category	May	June	July
Number of Defendants	452	482	472
Number of new appointments	67	40	60
Number of defendants taken by private counsel	6	3	2
Number of defendant resolved	31	47	45
Number of defendants at end of month	482	472	485
Bond reductions	0	1	0
Plea agreements	24	44	37
Felony	14	27	16
Misdemeanors	10	17	21
Open pleas	0	0	2
Felony	0	0	2
Misdemeanors	0	0	0
Jury trials	0	0	0
Bench trials	0	0	0
Sentence hearings	0	1	2
Felony	0	0	2
Misdemeanors	0	1	0
Dismissed cases	7	2	6
Juvenile appearance in court	127	134	157

b. The Public Defender presented his CY20 budget requests for service contracts.

c. Discussion was held on the 2.1% increase to the Public Defender’s salary. Due to the State of Illinois increasing the State’s Attorney salary, the Public Defender’s salary needs to be adjusted. A motion was made by Katherine Nelson to increase the Public Defender’s salary to \$156,370.29. The motion was seconded by Kurt Glazier. All voted in favor.

**MOTION: To approve setting the Public Defender’s salary at \$156,370.29.**

5. Court Administration and Law Library

a. Judge Senneff presented CY20 budget requests for capital fixed assets. Discussion was held on courtroom standards and purchases being made in FY19.

b. The CY20 budget request for service contracts were reviewed.

6. Circuit Clerk

a. Sue Costello presented her monthly report (See #33-34). During the month 44% of the money received was from some kind of “e” transaction. No jury trials for the month.

b. Several trainings were completed in July on the Criminal and Traffic Assessments Act.

c. Staff updates were given. A deputy clerk hired in Morrison will be transferring to the Assessor’s Office.

d. The Circuit Clerk presented her CY20 budget requests for service contracts and fixed assets.

A motion to adjourn was made by Cynthia Mead and seconded by Katherine Nelson. All voted in favor. The meeting adjourned at 5:10 PM

Meeting Date: The next regular meeting – September 4, 2019 at 4:00 PM Rm 108, Courthouse

**MOTION: To place on file the Judiciary Committee’s meeting report, July 2019 claims reports and related informational items, as presented.**

**WAGE & SALARY COMMITTEE – Mr. Milby, Chair**

The Wage & Salary Committee met at 6:00 p.m. on Tuesday, July 16, 2019 in Hearing Room of the Law Enforcement Center. Members present were Milby, Duffy, Bitler, Wetzell, Jacoby, Espinoza and Cunniff. Also present were Sue Britt, Joel Horn, and Terry Costello.

1. Mr. Milby called the meeting to order. State’s Attorney Costello advised due to Colleen Buckwalter taking Carol Linkowski’s position and handling the juvenile cases there are several conflicts in which Colleen can’t prosecute a case. Therefore, Lauren Homan has been handling the 50+ juvenile cases along with her own felony cases. Terry Costello proposed a one-time stipend of \$3,000 be paid to Lauren Homan for the extra work load she is doing due to this change in his office. Mr. Costello indicated the issue will resolve itself as cases are resolved and conflicts no longer exist. Mr. Cunniff made a motion to approve a one-time stipend for Loran Homan in the amount of \$3,000, seconded by Wetzell, motion carried.
2. Mr. Horn requested the committee direct him to prepare and release an RFP to conduct a Wage Survey. The survey should accomplish several goals:
  - a. Address the new law raising the minimum wage to \$15/hr.
  - b. Address any internal inequities.
  - c. Conduct a Market survey to make sure we are competitive.
  - d. Develop a methodology for non-COLA adjustments.
  - e. Update our job descriptions and insure proper placement within the pay grades.

Mr. Wetzell made a motion to instruct Mr. Horn to develop and release an RFP to conduct a wage survey, seconded by Espinoza, motion carried.

Mr. Duffy made a motion to impose a moratorium on adjustments to address internal inequities pending the outcome of the wage study, seconded by Bitler, motion carried.

There being no further business the meeting adjourned at 6:17 p.m.

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

**PUBLIC SAFETY COMMITTEE - Mrs. Britt, Chair**

The Public Safety Committee meeting was held on August 8, 2019 in Room 108 at the Courthouse. The meeting was called to order by Sue Britt at 3:00 PM. Members present were Sue Britt, Fidencio Hooper-Campos and Linda Pennell. Paul Cunniff was absent. Also present were Jim Duffy, Joe McDonald, John Booker, Terry Costello, Beth Fiorini, Neil Johnson, Joel Horn, Jon Keppen and Lori Keppen.

1. The monthly claims and budget status reports were reviewed. Fidencio Hooper-Campos made a motion to approve the July 2019 monthly reports. Linda Pennell seconded the motion. All voted in favor.



2. Coroner

a. Joe McDonald presented the Coroner’s report.

	May	June	July
Number of Cases	33	40	44
Autopsies	2	0	2
Permits Issued	18	29	27
Revenue	\$600 (\$300 from billing previous months permits, 11 permits outstanding & bills sent out)	\$5,762 (\$800 current permits, \$4412 Comptroller Revenue, 2 permits state aid no fee collected, \$550 last month billing)	\$905 (\$105 reports, \$750 current permits, \$50 billing collected)

b. The Coroner presented his CY20 budget requests for service contracts.

3. At the request of Chair Sue Britt a report was given by Beth Fiorini on the medical services being done at the jail by the Health Department. After three months, 55% of the inmates are receiving medical treatment compared to the 42% previously with ACH. The Health Department is working with the kitchen staff on preparing diabetic meals and receiving vegetables from the Food Bank. The key is communication between everyone.

4. State’s Attorney

a. Terry Costello presented the monthly and juvenile case statistic reports (See #35-36).

	May	June	July
Felony convictions	21	22	30
Misdemeanor convictions	14	11	12
Traffic convictions	80	107	103
DUI convictions	8	10	7
Juvenile Adjudications (delinquency, child abuse etc)	3	5	6
Juvenile Permanency/Reviews	9	23	17
Found not guilty(felony,traffic,misd jury/bench trials)	0	1	0

There were 24 defendants convicted of felony crimes in July 2019. Among the felony convictions were: 10 Violations of Probation, 1 Unlawful Failure to Register Sex Offender, 1 Aggravated Fleeing, 2 Aggravated Robbery, 1 Retail Theft, 1 Felony Possession of Weapon, 1 Unlawful Possession Controlled Substance, 1 Unlawful Delivery Controlled Substance, 5 Possession Methamphetamine, 3 DUI and 4 DLWR.

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. The State’s Attorney presented his CY20 budget requests for service contracts and fixed assets.

5. Sheriff’s Report

a. Sheriff Booker presented the monthly report.

	May	June	July
<b>CIVIL PROCESS – REVENUE</b>	<b>\$8,090.00</b>	<b>\$2,892.00</b>	<b>\$4,076.50</b>
Papers Served	225	276	276

Sheriff Sales	8	1	3
<b>MISCELLANEOUS FEES</b>			
Circuit Clerk – Police Vehicle Fund	\$222.00	\$180.00	\$160.50
DUI Fund	\$498.17	\$1,209.00	\$853.00
Drug Fund	\$37.50	\$56.25	\$0
PI Fees	\$1,390.00	\$1,190.00	\$730.00
Sheriff Fees	\$2,125.21	\$1,558.93	\$1,634.89
E-Citation	\$57.00	\$56.20	\$52.00
Sex Offender Registration Fee	\$400.00	\$300.00	\$315.00
Police Reports	\$121.82	\$241.20	\$214.60
Prisoners Trust Fund	\$565.06	\$613.74	\$704.27
Lectronic – monthly rent	\$75.00	\$75.00	\$75.00
Susana Mendoza – Prisoner Transports	\$455.70	\$0	\$0
Susana Mendoza – Medial records	\$20.00	\$0	\$0
SSA Treasury Direct Deposit	\$200.00	\$200.00	\$0
Warrant Fees	\$140.00	\$70.00	\$350.00
Witness Fees	\$41.00	\$0	\$0
Fingerprints – 1 @ \$10	\$0	\$0	\$0
Clothing Allowance Overage Reimburse	\$0	\$0	\$73.06
Shell-Citibank-credit balance	\$0	\$0	\$2.08
Hearing Room Rental	\$0	\$0	\$25.00
Restitution – Champion Booking Dmgs	\$25.00	\$0	\$20.00
<b>MISCELLANEOUS TOTAL</b>	<b>\$6,373.46</b>	<b>\$5,750.32</b>	<b>\$5,209.40</b>
<b>GRAND TOTAL</b>	<b>\$14,463.46</b>	<b>\$8,642.32</b>	<b>\$9,285.90</b>

	May			Jun			Jul		
	Male	Female		Male	Female		Male	Female	
Beginning Census	63	16		74	23		61	10	
Admissions	85	26		74	23		86	34	
Releases	76	31		87	36		77	32	
Ending Census	72	11		61	10		70	12	
Average Daily			81			81			83
Meals Served			7,709			7,438			7,862
Number Accidents			19			36			33
Number of Calls/Logs			1,114			1,198			1,285
Patrol Miles			35,417			33,065			36,007

- b. Sheriff Booker gave updates on staff and advised of the 708 board award of \$25,000.
- c. Neil Johnson advised the committee of cost savings done by the Maintenance Department. By using Northern Illinois Utility Consultants the county has saved 47,046.03 in the last year for utilities at the Morrison complex. The department also changed to LED light bulbs. The heating and cooling systems are being repaired so electric heaters are not being use. Neil commends his staff Bob Kozovic and Dave Oudekerk for their work.
- d. The garbage grinder needs to be serviced. Neil Johnson is still researching this project.
- e. Discussion was held on the upkeep and maintenance of the Health Department building next to the Highway Department.
- f. Sheriff Booker presented his CY20 budget requests for service contracts and fixed assets for his department.

- g. Joel Horn presented a worksheet for capital improvements for the next five years. This is a work in progress. He suggested the committee take the worksheet along on their tour.
- h. Last month Sheriff Booker distributed a civil process fee study including the surrounding counties. The Committee concurred with laying over an Ordinance increasing civil process and accident fees (See #37).

**MOTION: To adopt the Ordinance increasing civil process and accident fees at the Sheriff's Department.**

There being no further business a motion to adjourn was made by Linda Pennell and seconded by Fidencio Hooper-Campos. The meeting adjourned at 4:45 PM

Meeting Dates: The next regular meeting – September 5, 2019 at 3:00 PM Rm 108, Courthouse

**MOTION: To place on file the Public Safety Committee's meeting report, July 2019 claims reports and related informational items, as presented.**

#### **FINANCE COMMITTEE – Mr. Truesdell, Chair**

The Finance Committee met on Monday, August 12, 2019 at 1:00 p.m. in Room 108 at the Courthouse. Members present were Bitler, Thompson, and VanDeVelde. Also present were Board Chair Jim Duffy, County Treasurer Darlene Hook, Economic Development/Enterprise Zone Administrator Gary Camarano, County Administrator Joel Horn, Sandy Prescott and Amy Robbins.

1. The Committee reviewed the monthly claims and budget reports. A motion was made by VanDeVelde, seconded by Thompson, to approve the monthly claims and budget reports as presented. All voted in favor of the motion.
2. County Treasurer
  - a. Treasurer Darlene Hook presented the monthly Temporary Investment Report and Summary of Fund Balance Report for July 2019 and stated the interest rates are decreasing.
  - b. Mrs. Hook also presented for Board action a Resolution on a property in Genesee Township (203 Summit Street) that had its delinquent taxes purchased by a private buyer for a total of \$1,286.71. A motion was made by Thompson, seconded by VanDeVelde, to recommend the adoption of the Resolution authorizing the County to execute a deed of conveyance on the County's interest or the cancellation of the appropriate Certificate of Purchase, as the case may be, on said property. All voted in favor of the motion (See #38)

**MOTION: To approve the Resolution authorizing the County to execute a deed of conveyance of the County's interest or cancellation of the appropriate Certificate of Purchase, as the case may be, on certain property known as Genesee Township, Permanent Parcel #04-09-477-002.**

- c. Mrs. Hook presented her request for fixed assets and service contract funding for FY 2020 for review by the Committee. No action was taken.
- d. Mrs. Hook presented a letter of resignation with an effective date of December 6, 2019. The committee expressed their gratitude to Mrs. Hook for her years of service.

3. Sandy Prescott met with the committee to give an update for Public Transportation. The ridership numbers for July showed an 18% increase over the same time last year. Two MAI appraisers were found and we are waiting for the second appraisal to be returned around the middle of August. The grant contracts for the fiscal year have been received. A motion was made by VanDeVelde, seconded by Thompson, to place these documents on the agenda for Board action. All voted in favor of the motion. (See #39-40)

**MOTION: To adopt the Resolution Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement as presented.**

**MOTION: To approve the Resolution Authorizing Execution and Amendment of Federal 5311 Grant Agreement, as presented.**

4. Gary Camarano worked with the Clinton Regional Development Corp to host an Illinois Legislative Update on Friday, August 9<sup>th</sup> in Fulton IL to discuss recreational marijuana use and the minimum wage increase. Mr. Camarano also distributed a Business Assistance Guide he has developed as a resource for small businesses. Mr. Camarano discussed the 25 projects for the Enterprise Zone with \$75,000 in fees collected this year. The International Economic Development Council's Annual Conference will be held on October 13<sup>th</sup>-16<sup>th</sup> in Indianapolis. Mr. Camarano requested attending the conference for a budgeted amount of \$1,575. A motion was made by Thompson, seconded by VanDeVelde, to approve the out-of-state conference expense. (See #41-42)
5. Mr. Camarano presented his request for fixed assets and service contract funding for FY 2020 for review by the Committee. The committee agreed to review the full budget further next month. No action was taken.
6. Mr. Horn presented a request to re-appropriate \$35,000 from Contingency for revenue stamps. A motion was made by Thompson, seconded by VanDeVelde, to approve the re-appropriation as presented.
7. Mr. Horn presented his request for fixed assets and service contract funding for FY 2020 for review by the Committee. No action was taken.
8. The mileage reimbursements and per diems for County Board members were reviewed and approved. (A copy will be available for inspection on board night.) A motion was made by VanDeVelde, seconded by Thompson, to place on the agenda for Board action the July 2019 mileage and travel reimbursements for County Board members in the amount of \$911.20. All voted in favor of the motion.

**MOTION: To approve July 2019 mileage and travel reimbursement items for County Board members in the amount of \$911.20 (must be a roll call vote).**

9. There being no further business, a motion was made by Thompson, seconded by VanDeVelde, to adjourn the meeting at 2:35 pm. All voted in favor of the motion.

Meeting Date: The next regular meeting – September 9, 2019 at 1:00 PM, Rm 108, Courthouse.

**MOTION: To place on file the Finance Committee's meeting report, July 2019 claims reports and related informational items, as presented.**

### **SPECIAL SERVICE AREA # 1 COMMITTEE: Mr. VanDeVelde, Chair**

The Ambulance Committee met at 5:00 pm on Monday, July 15, 2019 in the CGH board room. Members present: Bob VanDeVelde, John Espinoza, Gene Jacoby, Katherine Nelson and Kurt Glazier. Others present: Mr. Horn, Mr. Duffy, Cindy Zander and Ryan Venema.

1. Mr. Venema reviewed his quarterly report (See #43-45).
2. Mr. Venema informed the committee they will be hosting an EMT program through Swedish America. Classes will be held at Sauk.
3. Mr. Venema reported to the committee they will be replacing their cardiac monitors. The current monitors are 8 years old and have outlived their useful lives.
4. Mr. Venema briefed the committee about vehicle replacement. He noted that the next time they replace a vehicle they plan on doing a remount. He indicated they are looking at the possibility of keeping a spare the next time they are due to replace a vehicle. If they had a spare it could be placed in service while they remount the boxes. This process take a couple months and it may be better to have a spare that can be used rather than relying on Foster Coach for a loaner. He will keep the committee apprised going forward.
5. Mr. Venema reviewed the financials with the committee. He indicated they are operating at a loss of \$90,000 through the 2<sup>nd</sup> Quarter (See #46-47).
6. Mr. Horn presented the committee with a proposed budget for 2020. He indicated he is recommending keeping the subsidy to CGH and the levy the same. He reminded the committee at the end of 2018 the County had an accumulated surplus in funding of \$369,000 so even with the projected loss we would still have a surplus. The committee concurred, Mr. Horn will present the budget documents at the committee's next quarterly meeting.

There being no further business the committee adjourned at 5:30 p.m.

Meeting Date: The next meeting - October 21, 2019 at 5:00 PM in the CGH board room.

**MOTION: To place on file the Special Service Area Committee's meeting report and related informational items, as presented.**

### **EXECUTIVE COMMITTEE – Mr. Duffy, Chair**

The Executive Committee met on Tuesday, August 13, 2019 at 6:30 p.m. in Room 117 at the Courthouse. Members present were Duffy, Arduini, Britt, McGinn, Milby, and Karen Nelson. Also present were Board Members Katherine Nelson, Ausman, VanDeVelde, Gary Spencer, Dave Schipper, Darleen Schipper, Sauk Valley Daily Gazette Reporter Lindsey Salvatelli, Administrator Joel Horn, and Amy Robbins.

1. During public comment, Gary Spencer presented a petition to amend the County Code section 39-3(a)(1) [Section 39-239(a)(1)] allowing storage containers on personal property. Dave and Darlene Schipper also spoke about their current containers and how they are used on their property. The information will be forward to the Zoning board and then brought to the Whiteside County Board.
2. A motion was made by Arduini, seconded by Britt, to place the following Resolution on the agenda for Board action. All voted in favor of the motion.

- a. A Resolution of Condolence will be presented for former Whiteside County Board Member, Patricia Poci.

**MOTION: To adopt Resolution of Condolence for Patricia Poci, as presented.**

3. Chairman Duffy noted the following communications:
  - a. IEPA letter dated 7/16/19 regarding Stein Steel Mill Services
  - b. Whiteside County Soil & Water Conservation letter dated 7/25/19
  - c. Petition to Whiteside County Board to Amend Section 39-3(a)(1) [Section 39-239(a)(1)] of the Whiteside County Code
4. All Standing Committees, the Landfill Committee, and Special Services Area #1 reported.
5. A motion was made by Britt and seconded by Nelson to have the following resolution/appointments placed on the agenda for Board action. All voted in favor of the motion.
  - a. Resolution recognizing 8/26/19 – 9/1/19 as Workforce Development Week (See #48-62)

**MOTION: Resolution recognizing 8/26/19 – 9/1/19 as Workforce Development Week**

- b. Reappointment of Donald Dykema as Drainage Commissioner for the Summit Drainage District.

**MOTION: To confirm the reappointment of Donald Dykema as Drainage Commissioner for the Summit Drainage District.**

- c. Appointment of Robert Huizenga as Trustee of the Cottonwood Community Cemetery Association.

**MOTION: To confirm the appointment of Robert Huizenga as Trustee of the Cottonwood Community Cemetery Association.**

- d. Reappointment of Roberta Bush as Drainage Commissioner for Union Drainage & Levee District #1 of the towns of Erie & Fenton.

**MOTION: To confirm the reappointment of Roberta Bush as Drainage Commissioner for Union Drainage & Levee District #1 of the towns of Erie & Fenton.**

- e. Reappointment of Paul D. Young as Drainage Commissioner for Whiteside & Rock Island Drainage & Levee District.

**MOTION: To confirm the reappointment of Paul D. Young as Drainage Commissioner for Whiteside & Rock Island Drainage & Levee District.**

- f. Anticipated appointment to the 708 Board.

**ANTICIPATED MOTION: To confirm the appointment to the 708 Board.**

6. Mr. Duffy discussed the upcoming resignation of Darlene Hook as Treasurer. A replacement needs to be named within 60 days from the date the resignation letter was received which was 8/13/19. The committee discussed the replacement in depth and a decision will be made by the next month.

7. The Committee reviewed the monthly claims and budget reports. A motion was made by Britt, seconded by Arduini, to approve the claims and budget reports as presented. All voted in favor of the motion.
8. Mr. Horn presented an Ordinance to establish a county cannabis retailers' occupation tax of 3.75% of the gross receipts from sales made by a business in unincorporated areas of the County. A motion was made by McGinn, seconded by Milby, to approve the county cannabis retailers' occupation tax, after being laid over for a month. All voted in favor of the motion. (See #63-63)

**MOTION: To lay over the Ordinance establishing a county cannabis retailers' occupation tax, as presented.**

9. The Committee discussed amending the board mileage rate. A motion was made by Milby, seconded by Britt, to request Mr. Horn present an amended Ordinance at the next meeting changing the Board Member mileage rate from \$0.40 to \$0.58 taking effect on 12/1/19. All voted in favor of the motion.
10. The committee discussed the reapportionment plan which is due by the July 2021 board meeting.
11. There being no further business, a motion was made by Arduini, seconded by Milby, to adjourn the meeting. All voted in favor of the motion. The meeting adjourned at 7:51 p.m.

Next Regular Meeting:	Executive Committee:	09/10/19
	County Board	09/17/19
Compensation and Reimbursements:	Payroll Check Print Date:	08/30/19
	Reimbursement Check Print Date:	08/26/19

**MOTION: To place on file the Executive Committee's meeting report, July 2019 claims reports and related informational items, as presented.**