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DeKalb County Government  
Sycamore, Illinois

**Executive Committee Minutes  
February 14, 2018**

The Executive Committee of the DeKalb County Board met Wednesday, February 14, 2018, at 7:00 p.m. in the Administration Building's Conference Room East in Sycamore, Illinois. Chairman Pietrowski called the meeting to order. Those present were Mr. Bagby, Mr. Brown, Mr. Faivre, Mr. Frieders, Ms. Leifheit, Ms. Little, Mr. Stoddard, and Chairman Pietrowski. A quorum was established with all current eight Members present.

Others that were present included: Gary Hanson, Jim Hutcheson, Marjorie Askins, Craig Roman, Jim Luebke, Jeff Whelan, Steve Reid, Chris Porterfield, Brad Belanger, Sue Willis, and Misty Haji-Sheikh.

**Ms. Little moved to invite Mr. Plote to the table to represent the County Highway Committee. Mr. Frieders seconded the motion and it was approved unanimously.**

**APPROVAL OF THE MINUTES**

**It was moved by Mr. Faivre, seconded by Mr. Bagby and it was moved unanimously to approve the minutes from the January 10, 2018 meeting.**

**APPROVAL OF THE AGENDA**

Chairman Pietrowski noted that he would like to add an item at the end of the agenda to have an Executive Session for Personnel matters.

**Mr. Frieders moved to approve the agenda with the addition of the Executive Session. Ms. Little seconded the motion and it was carried unanimously by voice vote.**

**PUBLIC COMMENTS**

There were no public comments.

**CHAIR'S COMMENTS**

Chairman Pietrowski shared that it was the 10 year anniversary of the tragic shooting that occurred at Northern Illinois University. He additionally expressed his thought and condolences to those who were tragically killed and all effected by the shooting that occurred this day in South Florida.

**APPOINTMENTS**

Chairman Pietrowski recommended the following appointments for approval:

- a. **DeKalb County Board Highway Committee:** Roy Plote appointed as Chairman immediately until November 30, 2018.
- b. **Community Mental Health Board:** Robert Cook appointed immediately to fill a vacancy until December 31, 2021.

**It was moved by Mr. Faivre and seconded by Ms. Leifheit to forward the recommended appointments to the full County Board for approval. The motion carried unanimously.**

### **APPROVAL OF THE COUNTY BOARD AGENDA**

The Chairman next asked to go around the table and hear an update from all of the Committee Chairpersons on what their Committees had done at their last meeting together and/or what they are anticipating in the months to come.

Mr. Plote, soon-to-be-Chairman of the County Highway Committee shared that Committee has forwarded five resolutions to the full County Board for their consideration. He reviewed each of the five resolutions and provided a little more detail about each. Mr. Plote additionally shared that the Highway Committee received drawings of the proposed storage building to be built at the Highway Campus during 2018. The proposed building is 216 feet by 72 feet to include five bays occupied by IMO, FMO, Highway Department and the Sheriff's Department. RFP's will be going out during February and received proposals will be reviewed by the Committee during their March Meeting. Lastly, Mr. Plote shared the estimate for the cost of the Peace Road intersection improvements at Illinois Route 64 have increased to \$2.1 million with the County's estimated cost to be \$210,000. The Qualification Based Selection process is currently underway to select the engineering firm to handle the preliminary engineering for this project as well as the Plank Road safety shoulder project.

Mr. Bagby, Chairman of the Economic Development Committee shared that the Committee heard from County Clerk & Recorder Doug Johnson on the tax extension process as part of their series of educational/informational sessions on the full property tax process. He added that at their next meeting they will be joined by County Treasurer Christine Johnson who will provide information on the last portion of the property tax process. Mr. Bagby additionally shared the Committee was in the midst of coming up with a process to do their annual evaluation of the Chief County Assessment Officer. He added that at their next meeting they will be conducting the actual evaluation. Mr. Bagby lastly added that May 7-12<sup>th</sup> will be National Economic Development Week.

Ms. Little, Chairperson of the Health & Human Services Committee shared that the Committee is recommending the approval of a resolution to authorize the execution and amendment of a Downstate Operating Assistance Grant Agreement. She briefly shared that this grant agreement was already approved by the Board last April but due to changes by the State, the grant must now be approve along and not in conjunction with the Federal 5311 Grant Agreement like it has been done in years past. The Committee also received a Regional Office of Education Annual Report form Ms. Amanda Christine. Ms. Little highlighted a couple key points from the annual report and emphasized that truancy numbers are up.

Ms. Leifheit, Chair of the Law & Justice Committee shared that they had no actionable items for this month but that the Committee received a concern from the Public Defender regarding the County's Paid Hours Off (PHO) Policy. Ms. Leifheit added that they were looking more into the matter. The Committee also received a report from the County Coroner regarding his Vehicle Policy. Lastly, Sheriff Scott and Chief Klein joined the Members to provide an explanation of the Electronic Home Monitoring Violation Process. The two provided some key insight on issues that were raised at the last Executive Committee regarding an ongoing case where an individual was reported to have 22 EHM violations.

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Mr. Stoddard, Chairman of the Finance Committee shared that the Committee was forwarding a Delinquent Property Tax Sale Resolution to the full Board as well as two County Abatement Resolutions. The group additionally reviewed some potential amendments to the County's current Travel Policy. Mr. Stoddard lastly added that the County was recently notified that the County received the GFOA's Certificate of Achievement for Excellence in Financial Reporting award for its Comprehensive Annual Financial Report for the Fiscal Year Ending December 31, 2016. This is the 31<sup>st</sup> consecutive year that the County has received this award. Only 15 Illinois Counties received the award, and only 4 of those Counties have received it for more consecutive years than DeKalb County has. Mr. Stoddard again congratulated the County and specifically Mr. Stefan and Mr. Hanson on this long-term accomplishment.

Mr. Faivre, Chairman of the Planning & Zoning Committee shared that the Committee approved to forward two Ordinance to the full County Board for their consideration. The one is for an amendment to an existing Special Use Permit and the other is for fee increases for new telecommunication tower sites and for co-location or upgrades to existing sites. Mr. Faivre additionally shared that tomorrow, February 15<sup>th</sup> will be the second half of the Public Hearing for three zoning text amendments for height of accessory structures, definition of "gun club", and regulating solar energy systems.

Mr. Brown, Chairman of the Forest Preserve Committee, shared that Winterfest was held at Russell Woods in Genoa on Saturday, January 20<sup>th</sup>. It was a really well-attended event and he also said that the month's Forest Preserve report depicted a lot of good pictures of winter activities throughout the County. He also shared that the Committee welcomed Mr. Frank Ostling from the Illinois Department of Natural Resources (IDNR). Mr. Ostling was present to once again formally request to enter the Hoppe Heritage Farmstead/South Branch Prairie and the Potawatomi Woods Forest Preserves in order to manage (in the form of sharpshooting) resident deer to conduct Chronic Wasting Disease (CWD) testing. The Committee ultimately approved for the IDNR to continue sharpshooting in those two Forest Preserves although they all agreed they were not particularly in full support of the actual sharpshooting aspect.

Chairman Pietrowski briefly shared that the Ad Hoc Rules Committee had been meeting again and have approved to forward some amendments that pertain to meetings generally, standing committees enumerated, the County Administrator, residency requirements, filling departmental staff vacancies, and other housekeeping items and section re-numbering.

**It was moved by Mr. Stoddard, seconded by Mr. Brown and it was carried unanimously to approve the County Board Agenda and to forward it to the full County Board for approval.**

#### **COUNTY ADMINISTRATOR'S REPORT**

Mr. Hanson presented the Committee with his County Administrator's Report. He shared that with the direction of the Ad Hoc Website Review Committee, the County met with Trittenhaus Design, a local company, and ultimately really liked everything they had to offer for a new website design and chose to proceed forward with them to work on the new County's website re-design. The project is project to cost \$10-12,000. The internal website team has been meeting and working with the new vendor and the launch of the new website is anticipated to be sometime in late summer.

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The Public Health Department is conducting a Community Themes and Strengths Assessment which provides a deep understanding of the issues that residents feel are important by answering the questions. This assessment results in a strong understanding of community issues and concerns, perceptions about quality of life, and a map of community assets. Mr. Hanson shared that the link for that assessments survey is located on the County Health Department's webpage.

The Jail Expansion Project is 98% complete at this point. Punch lists are ongoing throughout the building. A County Board tour of the new Jail has been set for 8:00pm on Wednesday, May 16th. This is the same night as your regular County Board meeting and the tour is being held after the meeting to hopefully accommodate Board members who are juggling work schedules in late afternoon and early evening. This will be a "final walk-thru" before the building is dedicated and opened for public tours. The dedication of the new Jail will be the next day at 12:30 pm on Thursday, May 17th. Following a dedication ceremony, public tours will be held that same day and ongoing throughout that weekend.

Mr. Hanson also noted that as the Jail Expansion Project is winding down, the Rehab & Nursing Home Expansion Project will just be getting starting. The Certificate of Need Public Notice was recently in the newspaper. Hearings will be done in May and the hope is that the State will have their determination for the need of the expansion complete by July.

Kishwaukee College's 50<sup>th</sup> Anniversary celebration will be help on Tuesday, February 20<sup>th</sup> at 4:00 p.m.

#### **EXECUTIVE SESSION**

**It was moved by Mr. Bagby, seconded by Ms. Leifheit and it was approved unanimously for the Executive Committee to go into an Executive Session to discuss matters of personnel at 8:00 p.m. A roll call vote was taken to enter Executive Session. Those Members voted yea were Mr. Bagby, Mr. Brown, Mr. Faivre, Mr. Frieders, Ms. Leifheit, Ms. Little, Mr. Plote, Mr. Stoddard, and Chairman Pietrowski. The motion carried unanimously.**

*The Executive Committee reconvened in open session at 8:15 p.m.*

#### **ADJOURNMENT**

**It was moved by Mr. Faivre, seconded by Mr. Plote and it was carried unanimously to adjourn the meeting.**

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Chairman Mark Pietrowski, Jr.

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Tasha Sims, Recording Secretary