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DeKalb County Government  
Sycamore, Illinois

**Executive Committee Minutes  
September 12, 2017**

The Executive Committee of the DeKalb County Board met Tuesday, September 12, 2017, 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, and Chairman Pietrowski. Those absent were Mr. Jones, Ms. Little, and Mr. Stoddard. A quorum was established with six Members present and three absent.

Others that were present included: Gary Hanson, Craig Roman, Sue Willis, Jim Luebke, John Mataitis, and Ryan Cardinali.

**It was moved by Mr. Faivre, seconded by Mr. Frieders and it was approved unanimously to bring Mr. Luebke to the table in absence of the Finance Committee Chairman.**

**APPROVAL OF THE MINUTES**

**It was moved by Mr. Faivre, seconded by Mr. Frieders and it was moved unanimously to approve the minutes from the August 9, 2017 meeting.**

**APPROVAL OF THE AGENDA**

**It was moved by Mr. Brown and seconded by Mr. Bagby to approve the agenda as presented. Motion carried unanimously by voice vote.**

**PUBLIC COMMENTS**

There were no public comments.

**CHAIR'S COMMENTS**

Chairman Pietrowski shared that he had no additional comments this month other than expressing that they were all headed into a tough budget process for fiscal year 2018.

**RELEASE OF EXECUTIVE SESSION MINUTES**

Mr. Hanson shared that pursuant to provisions of 5 ILCS 120/2.06, the Committee was receiving the results of the periodic review of the minutes and verbatim recordings of all closed meetings held more than eighteen months ago by the DeKalb County Board and by Appointed Committees of the Board. Mr. Hanson shared that there was only one set of Executive Session Minutes that qualified to be released and that was for the June 4, 2015 County Highway Committee Meeting where they had an Executive Session per 5 ILCS 120/2(c)(1) to discuss, Modifying Salary Ranges and Salaries of Select Hay Code Positions within the Department.

The Committee agreed that the minutes no longer require confidential treatment and that those minutes could be released for public inspection and the verbatim recordings of those meetings could be destroyed in accordance with Illinois Open Meetings Act

**It was moved by Mr. Faivre, seconded by Mr. Bagby and was carried unanimously to forward the resolution to the full County Board recommending its approval.**

#### **LAWSUIT SETTLEMENT**

Mr. Hanson briefly reviewed that a proposed settlement has been reached in the sum of \$70,000.00 for Case No.16 MR 453, regarding the lawsuit entitled DIBBLE FAMILY, LLC, an Illinois Limited Liability Company vs. COUNTY OF DEKALB, ILLINOIS, an Illinois municipal corporation; DEKALB COUNTY BOARD; MARK PIETROWSKI JR, County Board Chair; STEVE FAIVRE, Planning and Zoning Committee Chair; RONALD KLEIN, Hearing Officer.

Ms. Leifheit inquired about the details of the agreement and Mr. Hanson noted that the Agreement Document would be incorporated into the County Board Packet.

**It was moved by Mr. Frieders, seconded by Mr. Luebke and it was carried unanimously to forward the resolution to the full County Board recommending its approval.**

#### **APPOINTMENTS**

Chairman Pietrowski recommended the following appointments for approval:

- a. **DeKalb County Public Building Commission:** Matt Swanson reappointed to a five-year term beginning October 1, 2017 and expiring September 30, 2022.
- b. **Kane, Kendall, DeKalb Workforce Development Board:** Gary Evans and Duff Seyller reappointed for terms beginning October 1, 2017 and expiring September 30, 2019; Blake Henderson appointed immediately to fill the unexpired term of Mary Wright until September 30, 2018.

**It was moved by Mr. Faivre and seconded by Mr. Luebke to forward the recommended appointments to the full County Board for approval. 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. Luebke shared that the Finance Committee is forwarding six delinquent property sale resolutions to the County Board recommending their approval. They also forwarded on an Intergovernmental Agreement with the E-911 Board in connection with the Sheriff's New Digital Radio Communication System. He explained that the biggest topic of the evening was the FY 2018 Administrative Budget Recommendation. The Recommendation was reviewed in full and it was described as "not pretty" and there is still a shortfall of \$740,000 that is needed to come up with by September 27<sup>th</sup>. The Committee unanimously approved to forward to the Board the FY 2018 Budget to be placed on file for public inspection.

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Mr. Frieders, Chairman of the County Highway Committee shared that the Committee is recommending approval of a couple Ordinances providing for the establishment of altered speed zones. Both area are currently 55mph and the recommendation is to reduce them down to 35 mph past residential areas. He additionally described that the Committee is forwarding a resolution for the Barber Green Road Bridge Deck Replacement Project. This project is a township project but the funds are passed through the County and the project must be done by Thanksgiving. Mr. Frieders updated that the Somonauk Road Bridge Project was completed by the Sandwich Fair and has turned out very well. He also reminded everyone that the Bus Tour of the 2017 Completed Highway Projects will be September 28<sup>th</sup> beginning at 9:00 a.m.

Mr. Bagby, Chairman of the Economic Development Committee shared that the Committee received a Business Incubator update from DeKalb County Economic Development Coordinator Jolene Willis. They additionally received the 1<sup>st</sup> of multiple educational sessions on the property tax system. This first session was provided by DeKalb County CCAO Robin Brunshon who explained the duties and responsibilities of the Township Assessors. The Committee lastly had a brainstorming session on what economic tools the County may have to help attract and continue to maintain businesses throughout the County.

Mr. Brown, Chairman of the Forest Preserve Committee, shared that the Committee met at the Hoppe Heritage Farm, 1835 Miller Ellwood Cabin and South Branch Prairie in Kingston. They received a tour of the South Branch Prairie and unanimously approved to forward the Forest Preserve District's FY 2018 Budget to the full Board of Commissioners to be placed of file for public inspection. He noted that the FY 2018 Budget is very similar to previous year's budgets.

Ms. Leifheit, Chair of the Law & Justice Committee noted that the Committee discussed Pretrial information with Court Services Director Margi Gilmour and that they would receive their Quarterly Pretrial Report next month. Additionally, they received a presentation on what CourtWatch is and what the organization does. Lastly, FMO Director Jim Scheffers joined the Committee to provide an update on a response to an OSHA complaint within the basement of the Courthouse and in doing so they learned there are currently five fish tanks down there. Mr. Scheffers also shared that the Sober Living Home remodeling was underway and they are in hopes that substantial completion will be in mid-October.

Mr. Faivre, Chairman of the Planning & Zoning Committee noted that the Committee approved to forward two Ordinances to the full County Board. One is for a Special Use Permit for a tree service in Waterman and the other are for zoning text amendments. Mr. Faivre added that at the Committee's next meeting they will begin the process of constructing a Commercial Solar Ordinance.

The Health & Human Services Committee did not meet in September.

**It was moved by Mr. Faivre, seconded by Mr. Frieders 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 the Community Mental Health Board has recently agreed to provide oversight to the Community Action Department until at least December 31, 2018. In this time, the hope is to work out any

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kinks and if successful, it will certainly save in administrative costs and reduce any duplication between those two areas.

Jail furniture bids and luckily the bids came in below the targeted price. The biggest issue right now with the jail, Mr. Hanson explained, is what they are going to do with Exchange Street. The road is very broken up and the County has an Intergovernmental Agreement with the City of Sycamore stating what needs to be done with the road. The concern is the contractor thinks that because of how broken up the road is, in less than a year the road will be broken up again. Therefore, he doesn't want to provide a warranty on the work done to the road because he thinks more extensive works needs to be done. The City of Sycamore hasn't expressed much worry about the situation at all and they feel what was prescribed will hold up. Mr. Hanson shared that County Engineer Nathan Schwartz has been brought in to help with the engineering and discussions and he has agreed to step in and offered his crew to do the patch work on Exchange Street.

Mr. Hanson shared the recruitment process for the new IMO Director is in process and internal applications are due Thursday. He is currently working with the Finance Committee to come up with a date for interviews in order to hopefully come forward with a candidate at the October Board Meeting.

Last Friday, Mr. Hanson shared he hosted Illinois County Administrators Meeting. It is a small group but he noted that it is always beneficial to meet and hear what other County Administrators are doing and the challenges they are facing.

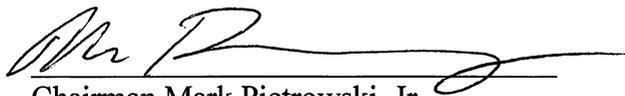
The budget was mentioned earlier but Mr. Hanson reiterated the General Fund is "out of balance" by \$740,000. This is largely the result of the loss of airline fuel sales tax revenue with the departure of American Airlines out of Sycamore. The budget started \$1,500,000 out of balance, but by making adjustments that benefited all General Fund Departments, the shortfall was reduced to \$740,000. The Finance Committee has requested that when the final budget is passed as a recommendation on November 1, 2017, the General Fund should be in balance. The request at this point is to ask the Departments to work together to achieve the necessary reduction (or revenue enhancement) by September 27<sup>th</sup>. If targets are not reached by that date, the County Administrator and Finance Director will identify items in each category to bring the General Fund Budget into balance. Departments would then have seven days to file an appeal against those recommendations

Lastly, Mr. Hanson reminded everyone that Mr. Stefan and he are holding a Budget Question & Answer Forum for County Board Members to further clarify the rationale behind the budget recommendations. This will be at 5:45 p.m. prior to the County Board Meeting.

#### **ADJOURNMENT**

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

  
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Tasha Sims, Recording Secretary

  
Chairman Mark Pietrowski, Jr.

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