

Note: These minutes are not official until approved by the Executive Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

Executive Committee

Minutes

August 13, 2013

The Executive Committee of the DeKalb County Board met Tuesday, on August 13, 2013, at 7 p.m. at the Administration Building's Conference Room East. Chairman Jeffrey Metzger called the meeting to order. Members present were Sally DeFauw, Julia Fauci, Julia Fullerton, John Gudmunson, Stephen Reid, Anita Turner and Jeff Whelan. Mr. Stoddard was absent.

Others present were Gary Hanson, Greg Millburg, Riley Oncken, Ruth Anne Tobias, Anthony Cvek, Tracy Jones, Bob Brown, Mark Pietrowski, Derek Tyson, Frank O'Barski, Misty Haji-Sheikh, Dan Cribben and John Frieders.

APPROVAL OF THE MINUTES

It was moved by Mr. Whelan, seconded by Mrs. Turner, and it was carried unanimously to approve the minutes from the June 11, 2013 meeting.

APPROVAL OF THE AGENDA

Chairman Metzger said that he would like to join item #5 into item #8, appointments.

It was moved by Mrs. Turner, seconded by Ms. Fauci, and it was carried unanimously to approve the amended agenda.

CHAIRMAN'S COMMENTS

Chairman Metzger gave a brief update on Mary Supple with her health. She has had a great, positive attitude and is appreciating all of the cards, letters, and emails. She is required to have a lot of rest for her upcoming road to recovery.

The Chairman also thanked all of the county staff that has stepped up and helped fill in for Mary in any ways possible through this difficult time.

Misty Haji-Sheikh and Chairman Metzger talked about the Caring Bridge Page that is set up for Mary as a way for everyone to leave comments and obtain updates all in one location from and to Mary. Mrs. Haji-Sheikh also volunteered to coordinate meals for Mary and if anyone else was interested in that idea she would be happy to be the point person.

For new business, Mr. Reid discussed that with the upcoming resurrection of the Rule Committee and order of business he would like to see done with them is, when a committee member is going to be absent from a committee meeting they should be required to inform the chairman of that committee.

Another issue Mr. Reid wanted to bring forth, he suggested possibly having an armed deputy at the County Board Meetings.

Chairman Metzger agreed and stated that this is not the first time that this issue has been brought up and that he had Mary Supple do some research on this issue with surrounding counties. Like DeKalb County, they do not have armed deputies at their meetings unless there is a controversial issue that is going to be discussed. The Chairman continued that if the board would be interested in pursuing this matter that it would have to be looked at being put into the budget and going through the Rules Committee.

Chairman Metzger announced that he assigned Paul Stoddard to putting the Rules Committee back together. The Chairman is interested in finding board members that are still interested in participating in the committee and he is also looking to have a well-balanced committee with Republicans and Democrats and also a committee that works well together like the last Rules Committee. Mr. Stoddard is scheduled to talk about the resurrection of the Rules Committee at next month's meeting.

Lastly Chairman Metzger announced that he appreciated the work that the Communications Committee has done and the county is ready to launch DeKalb County's Facebook page. The page is now up and running with no comments but as a way for the community to be able to receive updates and information only along with a column that Chairman Metzger will put out every month.

Misty Haji-Sheikh had also commented that the Facebook page can be linked to Twitter. Mr. Metzger said that he would like to start out with Facebook and see how that goes and take it from there before linking to any other social networks. There was also discussion about linking to tourist pages and other county related pages and also other input that could be added to the page.

MOBILE HOME PURCHASE CONTRACTS

Mr. Hanson announced that the county has recently obtained two mobile homes in the Evergreen Village Mobile Home Park to be put on auction to the public due to the delinquent tax process. He is suggesting that instead of auctioning those mobile home trailers off to the public that the county should keep them which would result in saving money for the upcoming mitigation project. The intent is to bring forth two Resolutions that would accept those properties as county property and seek reimbursement because it is only around \$700.00 plus some additional state

Note: These minutes are not official until approved by the Executive Committee at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.

costs. The county is working with Joseph E. Meyer on the process to get everything together before the board meeting.

Mr. Cvek asked if those properties are currently occupied. Mr. Hanson has responded that one of the properties was occupied and one of them was not. There was also discussion on possible complication that could arise with the mitigation process that is currently underway with Evergreen Village. It was also confirmed that both trailers are unable to be used for any other purposes.

DEPUTY COUNTY ADMINISTRATOR POSITION

Mr. Hanson discussed changing a couple steps with the Deputy County Administrator position. The first step is changing the County Code with the same wording but the addition of item #9 which give the Executive Committee the responsibility to further define specific job duties and well as recommend candidates to fill this position. The hiring decision is retained by the County Board and the Deputy County Administrator would serve under the direction of the County Administrator. This item is added to clarify lines of responsibility.

The second change states the process in how to fill the position. Mr. Hanson's suggestion is to divide the responsibilities into two different individuals. One position would be for outreach and the other would be for operations. Each position would pay \$150.00 per week through addition stipends. The estimated savings would be \$31,303 to the management team. Mr. Hanson continued that if this is to pass at the full board level the next step would be to seek applicants and bring those back to the Executive Committee next month.

Riley Oncken asked if these positions would be filled by county employees. Mr. Hanson answered that it was not required but yes anticipated. It was also brought up if the code change would conflict with what is trying to be done. After discussion it was found that no, there is enough flexibility to fill the duties that are needed to be done.

Misty Haji-Sheikh asked if these are part time positions or full time positions. Mr. Hanson answered that these are added duties to their full time positions but the priority is for the employee to tend to their full time daily responsibilities first.

There was added discussion on type of experience that is needed. Also Mrs. Fullerton agreed that this makes sense as a secession point of view and that cross training is very important.

Mark Pietrowski asked if Public Relations could be added under marketing for the Deputy County Administrator for Outreach. It was agreed to do this.

Tracy Jones had a concern with the idea of the Deputy County Administrator for Operations to be involved in labor contracts. Mr. Hanson assured that he would still be mainly involved with labor contracts but for the position to have involvement in strategizing and research.

Mr. Foster brought forth his concerns with possibly setting up an employee with a dual position like this for failure because there would be quite a bit on this person's plate. Also another concern he had and that brought on further discussion is the readiness that DeKalb County may be in to hire a Human Resources Coordinator/Director. It is a position that has been discussed in

the past but as Mr. Hanson reminded, that the position is also an executive position and would cost a substantial amount of money to fill and taking the direction of Deputy County Administrators is a good incremental step before getting to that kind of higher level position. Mr. Cvek also reiterated that the county is moving towards an HR position and that the seed should be planted for that now and in the interim use County Board Members and County Board Committees to pick up some of the issues that need to be addressed that would be assigned to these Deputy Administrators. After further questions and comments about an HR position as opposed to Deputy County Administrators Chairman Metzger agreed that he is comfortable with moving forward with Mr. Hanson's plan with the Deputy County Administrators positions but also continue to somewhere down the line continue to emphasize the need for HR support.

It was moved by Mrs. Fullerton, seconded by Ms. Fauci to forward this recommendation to the full board for approval.

APPROVAL OF THE COUNTY BOARD AGENDA

Appointments:

- 1.) **Stormwater Management Planning Committee:** Appointment of Mr. Derek Hiland for an indefinite term to replace Mr. Mark Biernacki who retired.
- 2.) **Normal Drainage District:** Mr. Steven Storey, reappointment for a term of 3 years, until 08/31/2016.
- 3.) **Squaw Grove Drainage District:** Mr. Allen Bark, reappointment for a term of 3 years, until 08/31/2016.
- 4.) **Clinton-Shabbona Drainage District:** Mr. Leonard Anderson, reappointment for a term of 3 years, until 08/31/2016.
- 5.) **Union Drainage District:** Mr. Steven C. Simpson, reappointment for a term of 3 years, until 08/31/2016.
- 6.) **Fairdale Light District:** Mr. Edward R. Silvers, reappointment for a term of 2 years, until 06/30/2015 and Ms. Shannon K. Bellah-Lees, reappointment for a term of 3 years, until 06/30/2016.
- 7.) **Northern Illinois Technology Triangle (NITT):** Ms. Chair Arms to serve as Primary Representative and Joan Hanson to serve as Alternate Representative at the pleasure of the County Board or until 10/31/2015.
- 8.) **Declaration of Vacancy:** Mr. John Acardo, DeKalb County Clerk & Recorder at the close of business on September 17, 2013.

Moved by Mr. Whelan, seconded by Mrs. Turner and it was carried unanimously to forward these appointment recommendations to the full board for approval.

Appointments expiring for September 2013:

- 1.) Workforce Investment Board – 3 positions
- 2.) Public Building Commission – 1 position

Mr. Whelan, Vice Chairman of Health and Human Services, said that they had a short meeting from Michelle LaPage from Ben Gordon gave a presentation on Ben Gordon's new Living Room Project. Derek Tyson added that it is somewhere someone can go who needs a bed or medication or possibly a mental assessment. It was also discussed that there is negotiation starting for Kishwaukee Hospital to bring back their Mental Health Ward.

Mr. Gudmunson, Chairman of the Highway Committee, announced that they have two Resolutions that they are bringing forward for approval. The first one is a Downstate Operating Assistance Grant and a Mitigation Agreement between the County and Forest Preserve District for the Five Points Road Bridge Project. After further discussion concerning questions between the Forest Preserve and Highway on the wetland bank it was concluded that the Highway Department would be consulted if the bridge project be set back a month and if not, the Forest Preserve Committee could meet again before the full County Board Meeting.

Mr. Whelan, Chairman of the Economic Development Committee, discussed that his committee was bring forward one Resolution in support of the Illinois High School Association's Football Championship Game at NIU in the fall of this year and the DeKalb County Board is making a \$25,000 contribution. Mr. Cvek expressed his concern that the board may be setting a precedent for other organizations to seek contributions from the board. He suggested maybe forwarding future requests to DeKalb County Convention and Visitors Bureau. Mr. Jones had questioned the money route and the amount the County Board was contributing. Mr. Hanson and Chairman Metzger gave brief descriptions of the Opportunity Fund and some other contributions that had been made in the past from that fund.

Ms. Fauci, Chairman of the Forest Preserve Committee, stated again that they will be checking on the mitigation of the wetland for the Highway Committee Resolution. An upcoming environmental study was discussed and also the committee will be bringing forth Resolutions regarding Military Service credit for IMRF employees. Lastly Ms. Fauci discussed two interns that have been working with the Forest Preserve District.

Mrs. Fullerton, Chairman of the Law and Justice Committee, last meeting she shared that Detective Mott from DeKalb P.D. gave a presentation on the DeKalb County Gang Task Force and gave many statistics on gang activity in the DeKalb County area. The main point that was made was that the number in gangs is decreasing in the county.

Mrs. Turner, Chairman of the Planning and Zoning Committee, mentioned that they have one Resolution regarding Updating the Hazard Mitigation Plan. The Planning and Zoning Committee did not meet last month.

Mr. Reid, Chairman of the Finance Committee, shared that they had an IMO security audit done by Mr. Wilson from Sikich LLP and he was at the Finance Committee to give a presentation on their findings. They are also bringing forth Resolutions regarding the County's Purchasing and Award of Contract Policy and Employee Bonus Program. A few questions were address on the FMO Equipment Requests Resolution and lastly was discussed the Resolution to accept a 5 year renewal contract with Sikich LLP.

It was moved by Mrs. Turner, seconded by Mrs. Fullerton, and it was carried unanimously to approve the county board agenda and to forward it to the full county board for approval.

COUNTY ADMINISTRATOR REPORT

Mr. Gary Hanson, County Administrator, then gave his report to the committee. Some of the items that he reported on are mentioned below.

He again thanked Tasha Stogsdill for helping out in Mary Supple's absence with the minutes along with Lisa Sanderson for putting together the County Board Packet and Mary Simons who is working more hours to help in the office.

Another issue that was addressed was Evergreen Village; Mr. Hanson explained that the county is in a waiting phase with Federal Regulation to decide how the relocation is going to work. There are also drafts being written up for a Property Manager in case the county owns the Mobile Home Park, then the county will have to hire a Property Manager to run the park for the remainder of the time. It is a possibility for the current manager to stay on. Gary also explained that they are currently out to bid with demolition companies so the demolition phase can be starts as soon as possible. It was also discussed and agreed that many of the residents are fully responsive and eager to leave the park.

Mr. Hanson also announced that the Probation Department ended their Safe House Program and that garage sale is on Friday and immediately following will be out taking bids to demolish the residence.

Monday starts Sheriff and Police negotiations, that contract expires December 31, 2013, Mr. Hanson announced to keep in mind that these contracts are more difficult and to prepare for possibility of arbitration.

A Public Hearing for Pollution Control Board meets September 17, 2013 at 9:00 a.m. regarding the Landfill. There were 32 conditions laid out by the County Board and Waste Managements is appealing condition 32 that had been added regarding shoulder along Somonauk Road.

ADJOURNMENT

It was moved by Ms. Turner, seconded by Mrs. Fullerton, and it was carried unanimously to adjourn the meeting.

Respectfully submitted,

Tasha Stogsdill, Recording Secretary

Chairman Jeffery L. Metzger