

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.

DeKalb County Government
Sycamore, Illinois

**Executive Committee Minutes
August 12, 2015**

The Executive Committee of the DeKalb County Board met Wednesday, August 12, 2015, at 7:00 p.m. in the Administration Building's Conference Room East. Chairman Pietrowski called the meeting to order. Those present were Mr. Emerson, Mr. Frieders, Mr. Gudmunson, Mrs. Haji-Sheikh, and Mrs. Turner. Those absent were Mr. Brown, Mr. Jones, and Mr. Stoddard. A quorum was established.

Others present were Gary Hanson, Christine Johnson, Dennis Sands, Jeff Whelan, Steve Reid, Maureen Little, Jim Luebke, Ruth Anne Tobias, Dianne Leifheit, Greg Millburg, Alex Nerad, Steve Faivre, Frank O'Barski, Richard Schmack, Chris Porterfield, Dan Cribben, Claudia Hicks, and Kevin Bunge.

It was moved by Mrs. Tuner, seconded by Mr. Frieders and moved unanimously to bring Mr. Dan Cribben to the table to represent the Finance Committee and Mr. Jeff Whelan to the table to represent the Economic Development Committee in their Chairman's absences.

APPROVAL OF THE MINUTES

It was moved by Mr. Whelan, seconded by Mr. Gudmunson and it was moved unanimously to approve the minutes from June 10, 2015.

APPROVAL OF THE AGENDA

It was moved by Mrs. Haji-Sheikh, seconded by Mrs. Turner and it was carried unanimously to approve the agenda as presented.

CHAIR'S COMMENTS

Chairman Pietrowski made mention that the Re-dedication of the DeKalb County Soldiers and Sailors Monument at the County Courthouse will be on Saturday, August 15th at 10 a.m. Chairman Pietrowski also mentioned that the group that has been working on the monument restoration had high compliments for Mr. Hanson and Facilities Management Director Jim Scheffers.

DISCUSSION ON REVISIONS TO THE COUNTY CODE

Chairman Pietrowski shared that this item of business is something that he has wanted to start the initial conversation process on and as well as inquire where others may stand on this issue. The Chairman asked Mr. Hanson to outline the chain of authority throughout the County starting with him and leading down to Department Heads.

Mr. Hanson noted that he thinks discussion started surrounding the Fairdale Tornado incident as well as Chairman Pietrowski and Vice Chairman Jones inquiring about lines of authority at the County. Mr. Hanson continued to explain that County Department Heads report directly to the County Board.

The County Administrator position has evolved slowly over the years since the mid-1970s when the Administrative Aide position was created. That title was chosen to be non-threatening and not until the late 1990s to early 2000s the title was changed to County Administrator. The County Board has purposely made it a point to keep the authority of overseeing hiring and firing matters throughout the Departments that have Appointed Officials. Mr. Hanson has relayed that this system has worked fine for many years and it is his understanding that this discussion is being asked to be brought forward in order to determine if the Board wants to change this type of system. He also wanted to make it clear that he has not requested that this system be changed and whatever the Board may wish to do is fine.

Chairman Pietrowski reiterated that this is just up for discussion right now and if any changes were wanting to be made the Board could work with the State's Attorney to look at possible code revisions. He went on to share that he wanted all Board Members to be aware that the County is not run like a municipality or a community college. The County Administrator, under the supervision of the County Board Chairperson, directs the day-to-day operation of County facilities, programs and personnel and provides staff support to the County Board in policy-making. The Chairman asked if anyone had any feedback or questions.

Multiple Board Members presented their feedback on the issue. It was determined that most County Governments in Illinois operate much like DeKalb County Government does. Chairman Pietrowski also noted that maybe it would be advantageous to reestablish an evaluation system for Appointed Department Heads.

The Chairman also clarified that this topic is just to open up discussions in order to look at different directions and to possibly allocate some additional powers/authority to the County Administrator. He added that if doing something like this doesn't work with the structure of Government that is already working then they can drop the subject but he thought it could be worth exploring.

Mr. Frieders inquired if the Chairman was looking to explore a different relationship between the County Board and the County Administrator and the Department Heads. Chairman Pietrowski answered yes, that is simply what he was wanting to explore. He is wanting to establish what may be the best way to communicate with Department Heads more closely. Mr. Frieders noted that he understood to reason for exploring the different options because it almost seems dysfunctional at time to have 24 different bosses at one time.

Chairman Pietrowski lastly added that this topic will continue to be something up for discussion and he just wanted to initially bring it up at Executive Committee and they can either bring it up again with something in writing or chose to leave everything as is.

APPOINTMENTS

Chairman Pietrowski recommended the following appointments for approval:

- a. **DeKalb County Board Member:** Tim Bagby appointed immediately to fill the unexpired term of Riley Oncken to represent County Board District 3 until November 30, 2016. Steve Faivre appointed immediately to fill the unexpired term of Joseph Bassett to represent County Board District 4 until November 30, 2016.
- b. **County Board Committee Assignments:** Tim Bagby to be appointed immediately to the County Board's Forest Preserve Committee and Planning & Zoning Committee until November 30, 2016. Steve Faivre to be appointed immediately to the County Board's Economic Development Committee and Planning & Zoning Committee until November 30, 2016.
- c. **Board of Health:** Keith Foster, JD, appointed immediately to fill the unexpired term of Shannon Barnaby, JD, until December 31, 2015.
- d. **General Assistance Appeal Board:** Jim Hanson and Janice Knudsen both reappointed for three-year terms until June 30, 2018.
- e. **Public Building Commission:** Cheryl Nicholson appointed immediately to fill the unexpired term of George Daugherty until September 30, 2018 and Michael Larson to be reappointed for a five-year term beginning October 1, 2015 until September 30, 2020.
- f. **Somonauk Cemetery Association:** Roy Wahlgren, Jane Thompson, Karl Lundeen, Wendell Chesnut, and Jack Morsch all reappointed for six-year terms beginning September 1, 2015 until August 31, 2021 and Scott Thorp appointed immediately to fill the unexpired term of Jerry Cronin until August 31, 2018.
- g. **South Grove Cemetery Association:** Eleanor Tindall and Henry Burgweger both reappointed for six-year terms beginning September 1, 2015 until August 31, 2021.
- h. **Coon Creek Drainage District:** John Emerson reappointed for a three-year term beginning September 1, 2015 until August 31, 2018.
- i. **Normal Drainage District #13:** Scott Drake reappointed for a three-year term beginning September 1, 2015 until August 31, 2018.
- j. **Shabbona Milan Union Drainage District #1:** Robert Mullins reappointed for a three-year term beginning September 1, 2015 until August 31, 2018.
- k. **Clinton Shabbona Drainage District #1:** Robert Buckholz reappointed for a three-year term beginning September 1, 2015 until August 31, 2018.
- l. **Squaw Grove Drainage District #1:** Bill Pfau appointed for a three-year term beginning September 1, 2015 until August 31, 2018.
- m. **Union Drainage District #4 (Victor Township):** Alan Wiesbrook reappointed for a three-year term beginning September 1, 2015 until August 31, 2018.

It was moved by Mrs. Turner, seconded by Mrs. Haji-Sheikh and it was approved unanimously by voice vote to forward the recommended appointments to the full County Board for approval.

APPROVAL OF THE COUNTY BOARD AGENDA

Chairman Pietrowski 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. Cribben, Vice Chairman of the Finance Committee reviewed that at the Committee's last meeting they received the FY 2014 Audit Report from Fred Lantz and Anthony Cervini from Sikich LLP. Mr. Cribben outlined multiple pages and information that the Committee was provided with regarding the Audit Report and Single Audit Report. Mr. Cribben also shared that the Finance Committee reviewed the Quarterly Contracts as well as approved a motion to forward a resolution to the full County Board recommending the filling of a Facilities Management Office position. Lastly, Mr. Cribben noted that the Committee was provided with the results of the contingency plan for the loss of the Airline Fuel Sales Tax monies. The loss of that major revenue source would be a \$2.6 million hit to the County's General Fund. County Administration and the Department Heads worked together to put together a pro-active budget plan in the instance the County were to suddenly lose that funding source.

Mr. Emerson, Chairman of Planning & Zoning Committee shared the Committee did not meet last month.

Mr. Frieders, Chairman of the Law & Justice Committee shared his Committee received three annual reports. Mr. Dennis Miller was present to provide the Coroner & ESDA Annual Report and Sheriff Scott was present to present his Annual Sheriff's Report. He also added that the Committee received a very informative first Annual Pretrial Report. Mr. Frieders outlined brief highlights from each report and also noted that the Committee was informed that as of November 1st bond call will be moving to 1 p.m. and Pretrial Services is hoping to be able to screen more individuals prior to first appearance.

Mr. Gudmunson, Chairman of the County Highway Committee reviewed at their last meeting Mr. Schwartz provided an extensive over view of the Department's 2016 Budget submission. All aspects of the budgets were discussed to include expected revenues, expected expenditures and final estimated fund balances for the five Highway Department Budgets. High expenditures were explained and justified. The Committee is always forwarding a resolution to the full County Board regarding an agreement to loan money to the Township Bridge Fund for two South Paw Paw Road Bridges. Mr. Gudmunson also noted that all County and Road District MFT monthly allocations are being withheld until an Illinois State Budget is passed. Mr. Gudmunson lastly shared that the Highway Committee's next meeting will be held at Victor Township Hall so the Committee can see how nice all the road projects are at the south-end of the County.

Mr. Whelan, Vice Chairman of Economic Development Committee shared that the Committee is forwarded three resolutions to the full County Board recommending their approval. Mr. Whelan with audience member and Executive Director of the Egyptian Theatre Alex Nerad provided information regarding proposed resolution R2015-65 that would authorize the Chairman to enter into an Intergovernmental Agreement and provide \$25,000 in operational funding to the Egyptian Theater for a year from the Opportunity Fund. Mr. Nerad provided background information to the Executive Committee that he had previously shared with the Economic Development Committee that supported his efforts in securing the County's support to enter into this IGA.

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Mr. Whelan also shared that the Economic Development Committee was provided with a presentation from the Prairie Band Potawatomi Nation Tribe and have asked for the County to support their request to the United States Government to acquire the lands in trust for their property located in Shabbona. Mr. Whelan Shared that the Tribe's Chairwoman Onnen joined them and provided information regarding the 2008 Intergovernmental Agreement they have with the County and as clarified that the land trust was not a requirement in the tribe's efforts to move forward with their goal of constructing a Class II Gaming Facility on their land, but having it would help mitigate any issues that might arise moving forward for them. The Executive Committee Members and audience spend some additional time discussing this item of business and why is being asked of them to support the "Land in Trust" process.

The last item of business that Mr. Whelan shared that was forwarded to the full County Board from the Economic Development Committee was a resolution approving a proposal from NIU for a County-wide Economic Summit. There is collaborative contributions coming from the DeKalb County Economic Development Corporation, NIU, and the DeKalb County Community Foundation. The County is being asked to contribute \$8,362 plus ancillary expenses. The funding is to first from remaining monies in the Evergreen Village Operating Fund and any amount remaining from the County's Opportunity Fund.

Mrs. Turner, Chairman of the Forest Preserve Committee shared that they are forwarding a resolution to the full Board of Commissioners to approve a land acquisition of 36.94 acres adjacent to Prairie Oaks Forest Preserve. She added that there is a pending application for 50% grant assistance from the Illinois Clean Energy Community Foundation that she feels strongly they will acquire. Mrs. Turner also noted that the Committee toured the grounds of the former Evergreen Village Mobil Home Park.

Mrs. Haji-Sheikh, Chairman of the Health & Human Services Committee shared the Committee is forwarding an Ordinance to the full County Board regarding the authorization and regulation of Home Kitchen Operations. She shared that the Committee was joined by Ms. Jane Lux and that was the main topic of their short meeting.

It was moved by Mrs. Haji-Sheikh, seconded by Mr. Whelan 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 shared that the County Jail has been a big topic in the past month. The good news is that no petitions have been filed that would necessitate a referenda on the issue of bonds. At the August County Board Meeting there will be a Public Hearing under the Bond Issue Notification Act with respect to the proposed Alternate Bonds. Mr. Hanson added that last Friday, they have finished the design development phase of the County Jail Expansion Project. At this point, no major changes should be happening to the design or the layout. The next phase goes to construction drawings in order to get reading for the bidding process in January.

He also shared that attending a seven-county planning meet to see if there was any desire to form a regional planning partnership aimed at increasing economic development and the quality of life in the area. The counties interested in forming the planning commission include Winnebago, Boone, Stephenson, Ogle, Lee DeKalb, and McHenry Counties. This is just the in planning stages he shared.

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Mr. Hanson noted that just as a reminder, as of July 1st the County is a Tobacco-Free Campus and everyone will start to see signs being put up shortly. The County will also be offering smoking cessation classes starting soon as well.

He also shared that the DeKalb County Rehab & Nursing Center Operating Board approved the hiring of a new Nursing Home Administrator this morning. He also briefly shared in the success of having the court security legislative agenda item approved.

Lastly, Mr. Hanson mentioned that at the September 2nd Finance Committee Meeting, he and Mr. Stefan will be presenting the Administrative Recommendation on the budget. The Finance Committee gave them a goal of not utilizing more than \$400,000 of fund balance for the General Fund. Mr. Hanson added meeting this goal is not going to be an easy task and he very much expects that they are going to be suggesting some lay-offs at this point unless new and/or additional revenues can be procured. Mr. Hanson added that over the next three weeks Administration will be very busy working on bringing a budget forward within the parameters that the Finance Committee have set.

EXECUTIVE SESSION

It was moved by Mr. Whelan, seconded by Mr. Gudmunson and it was approved unanimously by roll call vote (8-0-1) for the Executive Committee to enter into closed Executive Session to discuss Personnel.

RETURN TO OPEN MEETING

It was moved by Mr. Emerson, seconded by Mr. Whelan and it was approved unanimously by roll call vote (8-0-1) to enter back into the open Executive Committee meeting.

ADJOURNMENT

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


Chairman Mark Pietrowski, Jr.


Tasha Stogsdill, Recording Secretary