

CARROLL COUNTY BOARD MEETING

301 N. MAIN ST., MT. CARROLL, IL

IN SMALL COURTROOM

NOVEMBER 7, 2024 AT 9:30 A.M.

CALL TO ORDER - Chair Payette called the Board meeting to order at 9:30 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL - Roll call shows Mr. Payette, Mr. Preston, Mr. Flikkema, Ms. Jacobs, Mr. Iske, Mrs. Bickelhaupt, Mr. Soldat, Mr. Rieck present with Mr. Vandermyde absent.

PUBLIC COMMENTS-None

CONSENT AGENDA – Chair Payette presented the consent agenda for approval.

1. Approval of the October 17, 2024 Board Meeting minutes
2. Approval of Bills Paid in Vacation
3. Approval of Committee on Claims
4. Approval of Transfer/\$400,000 from line item 11-37-00-5144 to 85-00-00-3210

Motion by Ms. Jacobs, second by Mr. Preston to approve the consent agenda. Roll call vote shows Mr. Preston, Ms. Jacobs, Mr. Rieck, Mr. Flikkema, Mr. Soldat, Mrs. Bickelhaupt, Mr. Payette, and Mr. Iske all voting aye. Motion carried.

TABLED ITEMS - None

DEPARTMENT REPORTS –

Animal Control-County Engineer Sara Renkes reported Animal Control Officer Lisa Ashby was unable to attend due to taking a dog to get vaccinated. She reported that the Animal Facility is full at this time.

Assessor- Chief County Assessor Annette Gruhn reported her office worked on Tuesday, November 5th even though it was a holiday. They are extremely busy finishing with end of the year work.

Circuit Clerk- Circuit Clerk Patty Hiher reported that she has been working on removing old felony case files out of the basement. County Engineer Renkes will be taking most of the file cabinets that she will no longer need. She has applied for a \$123,000 grant and if approved she will use the money for scanning documents, e-citation and translator for the courtroom.

County Clerk- County Clerk Amy Buss reported on the November 5th General Election. She reported that 75.96% of registered voters voted on Tuesday. That is slightly down from the last Presidential Election in 2020 which was 77.67%. Freedom Precinct had the highest voter turnout at 83.63% and Savanna 6 had the lowest turnout with 63.89%. Totals for Early, Grace and Courthouse voting on Election Day was 1,515 and Vote by Mail was 1,707. There are still

132 Vote By Mail ballots not returned.

Emergency Management- Emergency Management Director Jim Klinefelter updated the Board that the renovations are complete at the EOC with just a few minor details to finish. He did have pictures of the EOC building and explained how operations will work if there is an emergency.

GIS- Deputy Dimmick was not present.

Highway – A monthly report was submitted in the Board packet.

County Engineer Sara Renkes wanted to update the Board since there has been questions from the public on the work that will be done on **Georgetown Rd. Her plans are to asphalt that section next summer from Dame Rd to IL Rte. 73.**

She reported that Civil completed adding shoulder rock from the Morrison slab to **IL Route 78**. She added that Morton is working on dirt work on edges of the road from Morrison slab to Dutchtown Road.

In the Board packet, she included a Side Letter in regards to the position of her secretary that she would like to change the title to “Office Manager,” along with a pay increase and added duties. She would like the Board to review. At the next Board meeting, she will be asking for a motion to vote on the side letter.

Health Department – Dawn Holland was present advised no report.

Probation- Chief Probation Managing Officer Marcie Arno was not present.

Sheriff & Property- Sheriff Ryan Kloepping reported he has **received** the taser grant. Any fees for warranties or training will be paid within his budget.

State’s Attorney-State’s Attorney Aaron Kaney was happy to announce he has hired Elizabeth Conroy to be the Assistant State’s Attorney. She will start on November 25th.

Transit - PCOM Mary Maszk was present advised no report.

Treasurer – County Treasurer Lydia Hutchcraft reported that at the October 29th Tax Sale, 248 parcels were sold.

She will make the final distribution to taxing districts on November 18th.

She announced that Deputy Treasurer Toni Keister has resigned effectively November 13th. She has two new employees starting with one on November 12th and the other on November 18th.

Zoning/Zoning Board of Appeals – Zoning Officer Jaicee Buckner was present advised no report.

AFFILIATE REPORTS -

Blackhawk Hills Regional Council – A report was submitted.

Business Employment Skills Team/Workforce – No report.

Community Mental Health Board – No report.

Emergency Telephone System – No report

Health Board – No report.

Hotel/Motel – No report.

Jo-Carroll Enterprise Zone – No report.

Jo Daviess Carroll County Joint Action Solid Waste Agency – No report.

LRA – No report.

NWILED – No report.

Senior Services Board – Russ Gies, Director of Senior Services passed away and Craig Dimmick was announced as his replacement.

Tri-County Opportunities Council – No report.

United County Council of Illinois – A report was submitted.

Veterans Assistance Commission – A report was submitted.

Whiteside/Carroll & Jo/Carroll Enterprise Zones – A report was submitted.

COMMITTEE REPORTS –

Ad Hoc Inmate Housing Committee – Mr. Iske reported the committee held a meeting with Wold on November 1st exploring the jail floor layout. Several updates were reported and much of the meeting was spent working towards the correct floor plan. Highlights include Wold noting two separate elevations challenges with an addition and our current structure, the priority of space is preferred in the booking area verses office/break rooms and less hallway will maximize square feet with useful spaces. There were questions and discussions concerning if the jail renovation project will drive future strategic renovations within the Courthouse? The next meeting scheduled with Wold is November 15th at 8:00 a.m.

Ad Hoc Transit Garage Committee-Mr. Flikkema advised no report.

BUSINESS

1. Chair Payette presented Fiscal Year 2025 Budget Discussion.

- County Treasurer Hutchcraft presented and explained the Digital Budget Book.
- County Board Member Bickelhaupt asked for clarification on the Senior Services Center request of \$122,000 **Fund 30 Senior Services Fund**. After discussion, it was

the consensus of the Board to contact Director Craig Dimmick and have him explain their request.

- County Administrator Jachnicki informed the Board that Fund 74 **Transportation Grant** line 5323 PCOM supplies has been lowered to \$2,500 from \$10,000.
- County Board Member Iske questioned the increase of \$4,000 in Fund 11 **General** department 19 **Animal Control** -line item 6061 Part-time salary. Since ACO Ashby was not at this Board meeting, County Administrator Jachnicki will inform her she will need to explain the increase at the next board meeting.
- County Board Member Flikkema questioned Fund 11 **General** department 22 **Emergency Services**-line item 7201 of \$900. Emergency Management Director Klinefelter explained the increase. Fund 11 department 19-line item 7051 increase of \$1,500 was questioned. Emergency Management Director Klinefelter explained that increase.
- IT Managed Services has been changed to a 1-year contract and has been lowered to \$59,240 Fund 11 **General** department 30 **County Administrator**-line item 5253. It was presented at an earlier budget meeting to be a 3-year contract and a yearly amount of \$64,180. A contract with Computer Dynamics will be presented at the next board meeting for possible approval.
- County Board Member Flikkema questioned new pickup purchase **by the Highway Department**. It will replace an existing pickup.
- County Board Member Iske asked for clarification on the Golden Meals request. After discussion, it was the consensus of the Board not to levy for this request. **Fund 30 Senior Services**.
- County Board Member Iske questioned Fund 47 **Document Storage** Line item 5369 Wages from \$4,000 to \$9,000. Circuit Clerk Hiher explained since she was in negotiations with the Carpenter's Union she cannot explain the increase at this time.
- County Administrator Jachnicki explained that the Health Insurance Broker will have a presentation at the November 21st Board meeting. He informed the Board that Liability Insurance thru CIRMA is \$169,325 for the fiscal year. **Fund 11 General throughout Departments for Health Insurance and Fund 34 Liability Insurance**.
- Chair Payette discussed Capital Projects that need to be done. A handout was given to Board members for recommendations at the next Board meeting. **Fund 85 Capital Projects**.

- County Treasurer Hutchcraft informed the Board of a budget request from Probation Department to remove from Fund 11 **General** department 25 **Probation** \$10,000 budget for Vehicle purchase and have the \$10,000 budgeted in Fund 32 **Probation Service fees**. Also requested, to remove \$700 budgeted in Fund 11 **General** Fund 25 **Probation**-line item 7073 and put budgeted amount in Fund 32 **Probation Services fees**. Motion by Mr. Iske to approve the budget changes as presented by Treasurer Hutchcraft, second by Ms. Jacobs. Roll call shows Mr. Rieck, Mr. Flikkema, Mr. Payette, Mrs. Bickelhaupt, Mr. Preston, Ms. Jacobs, Mr. Iske, and Mr. Soldat all voting aye. Motion carried.
 - County Engineer Renkes explained Fund 17 Township Bridge. She explained that \$25,300 is still owed to the State for Woodland Bridge work done several years ago and that money is “sitting” in our account. She is asking that \$25,300 be budgeted into expense line Fund 17 **Township Bridge**-line item 5194 to be paid out if payment is requested from the State. Motion by Mrs. Bickelhaupt, second by Ms. Jacobs to approve this budget change. Roll call shows Mrs. Bickelhaupt, Ms. Jacobs, Mr. Preston, Mr. Iske, Mr. Payette, Mr. Rieck, Mr. Flikkema, and Mr. Soldat voting aye. Motion carried.
 - County Engineer Renkes explained that the ending balance for fiscal year 2024 for Fund 17 **Township Bridge** will be \$36,031.92 not \$124,792. The error was due to a transfer from Township Bridge to County Bridge that was not updated on the former excel program that was used. A motion will be needed and will be presented for approval at next Board meeting.
2. County Engineer Renkes presented and explained for Approval of Resolution to budget \$47,000 in the **County** Bridge Aid **Fund 13** for the engineering and construction of Fremont Bridge. Motion by Ms. Jacobs, second by Mr. Flikkema to approve. Roll call shows Mr. Payette, Mrs. Bickelhaupt, Ms. Jacobs, Mr. Soldat, Mr. Flikkema, Mr. Iske, Mr. Rieck, and Mr. Preston all voting aye. Motion carried.
 3. County Engineer Renkes presented and explained Approval of the contract with Ryan Rabb to plow snow and salt Army Depot from IL. 84 to Main Ave **in the amount of \$6,500**. Contract will be from December 1, 2024 to November 30, 2025. Motion by Ms. Jacobs, second by Mrs. Bickelhaupt to approve. Roll call shows Mr. Rieck, Ms. Jacobs, Mr. Preston, Mr. Flikkema, Mr. Iske, Mrs. Bickelhaupt and Mr. Payette all voting aye. Motion carried.
 4. Chair Payette presented for Approval of Raffle License for Milledgeville High School Baseball. Motion by Ms. Jacobs, second by Mr. Flikkema to approve. Motion carried.
 5. Chair Payette presented for Approval of Raffle license for American Cancer Society. Motion by Ms. Jacobs, second by Mr. Preston to approve. Motion carried.

6. Chair Payette explained and presented for Approval of emergency window expense at Highway Department at a cost of \$20,880.28. Motion by Mr. Preston, second by Ms. Jacobs to approve. Roll call shows Mr. Iske, Mr. Flikkema, Ms. Jacobs, Mr. Soldat, Mr. Rieck, Mr. Payette, Mrs. Bickelhaupt and Mr. Preston all voting aye. Motion carried.
7. PCOM Mary Maszk explained and presented for Approval of the contract with Baranski, Hammer, Moretta and Sheehy, architects for the transit garage for \$92,575.00. Motion by Ms. Jacobs, second by Mr. Preston to approve. Roll call shows Ms. Jacobs, Mrs. Bickelhaupt, Mr. Payette, Mr. Soldat, Mr. Preston, Mr. Iske, Mr. Rieck and Mr. Flikkema all voting aye. Motion carried.

Executive Session-None

CHAIRMAN REPORT / ADMINISTRATOR REPORT – Chair Payette encouraged Board members to attend the training program presented by UCCI.

County Administrator Jachnicki informed the Board that he will be on vacation from November 9th thru 17th. He will return to work on November 18th.

APPOINTMENTS – None

Motion by Mr. Preston, second by Mrs. Jacobs to adjourn at 11:45 a.m. Motion carried.

Submitted by Amy R. Buss, County Clerk and Recorder