

Carroll County Board Meeting
301 N. Main St., Mt. Carroll, IL
Small Courtroom
May 7, 2026, at 4:00 p.m.

INVOCATION was given by County Board Member Susan Jacobs.

CALL TO ORDER-Chair Bickelhaupt called the meeting to order at 4:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL-Roll call shows Julie Bickelhaupt, Susan Jacobs, David Soldat, Melinda Appel, and Judy Fitzpatrick were all present. Kevin Barnes, William Iske, Christopher Flikkema and Jason Beyers were absent.

PUBLIC COMMENTS-None

CONSENT AGENDA-

1. Approval of the April 16th meeting minutes
2. Approval of Bills Paid in Vacation
3. Approval of Committee on Claims

Chair Bickelhaupt informed the Board she is pulling Approval of Committee on Claims on the Consent Agenda. She asked for the payment to Timberlake Playhouse in the amount of \$8,300 be pulled. The bill will need to be resubmitted with the correct amount. Motion by Jacobs, seconded by Appel to approve the Committee on Claims with the Timberlake Playhouse payment being pulled. Roll call votes show Appel, Bickelhaupt, Fitzpatrick, Jacobs and Soldat all voting aye. Motion carried.

Chair Bickelhaupt presented Approval of the April 16th Board Meeting minutes and Approval of Bills Paid in Vacation. Motion by Jacobs, seconded by Soldat to approve. Roll call votes show Fitzpatrick, Appel, Soldat, Jacobs and Bickelhaupt. Motion carried.

TABLED ITEMS-None

DEPARTMENT REPORTS

Animal Control-ACO Lisa Larson was not present.

Assessor-Deputy Assessor Koltin Dimmick was present advised no report.

Circuit Clerk-Circuit Clerk Patty Hiher was present advised no report.

County Clerk and Recorder-County Clerk Amy Buss was present advised no report.

Emergency Management-Emergency Management Director Jim Klinefelter reported he attended the National Fallen Firefighters Memorial in Washington D.C. this past weekend.

GIS-GIS Director Jeremy Hughes was present advised no report.

Health Department-Dawn Holland was not present.

Highway-County Engineer Sara Renkes was not present. She is attending a County Engineer Conference this week. A monthly report was submitted in the Board Packet.

Probation-Chief Probation Managing Officer Steve Brown reported that his department will be signing a Linkage Agreement with Sinnissippi Center.

Sheriff-Sheriff Ryan Kloepping was not present. He is attending the Annual Illinois Peace Officers Memorial Ceremony in Springfield, IL.

911 Director Matt Magill reported for the Sheriff. He reported that the Department has been awarded two traffic enforcement grants from the IDOT.

The department has received over \$25,000 for the K-9 program. Now that their goal has been met, they will proceed with the program.

Bids for the fascia and soffit for the Courthouse will be due and opened on May 13th. The architect will attend the bid opening.

State's Attorney-State's Attorney Michel O'Brien was proud to announce that he and Assistant State's Attorney Liz Conroy won their first jury trial.

He presented the Board with a thank you note from Jo Daviess County Associate Judge Aaron Kaney.

Transit-PCOM Mary Maszk was present. A monthly report was submitted in the Board packet.

She was happy to report that Transit applied for a grant through Mount Carroll Community Foundation and was awarded \$1,000.00 for Mount Carroll Residents to use Transit.

She informed the Board that she will have on an upcoming agenda item for the Board to approve the County Chair to sign the grant contracts for **the Pay-Go grant and the MMT Bond funds**. Both have been applied for and granted.

Treasurer-Treasurer Lydia Hutchcraft was present. She reported she is waiting for the tax bill test file from the printers. Tax bills should be mailed out around May 18th.

Zoning/Zoning Board of Appeals- Zoning Officer Jaicee Buckner reported the ZBA met on May 4th. At the next Board meeting she will have items on the agenda from the ZBA.

County Administrator-County Administrator Bob Jachnicki reported that he attended a CIRMA conference on April 22nd. The County received \$506.00 for CIRMA Surplus Dividends for Policy Years 2013-2014 and 2014-2015.

AFFILIATE REPORTS

Blackhawk Hills Regional Council-No report.

Best Employment Skills Team/Workforce-No report.

Community Mental Health Board-County Board Member Appel reported that Jeff Whiting was elected as the new Chair of the Board at the April 24th meeting. She also reported that Sinnissippi received a payment that should have been paid in last fiscal year.

Emergency Telephone System Board-No report.

Health Board-No report.

Hotel/Motel Board-No report.

Jo Daviess/Carroll Co. Joint Action Solid Waste-County Board Member Appel reported that the recycling drive on April 18th went well. The next recycling drive is September 26th held at the Carroll County Highway Department. She also informed the Board that the 5-year management plan has been filed with the Illinois EPA.

LRA-No report.

NWILED-A monthly report was submitted.

SENIOR SERVICES BOARD-No report.

Tri-County Opportunities Council-No report.

United County Council of Illinois-No report.

Upper Mississippi River International Port District-No report.

Veterans Assistance Commission-A monthly report was submitted.

Whiteside/Carroll & Jo/Carroll Enterprise Zone-No report.

COMMITTEE REPORTS

Ad Hoc Inmate Housing Committee-County Board Member Iske was absent. No report.

Ad Hoc Transit Garage Committee-County Board Member Flikkema was absent. It was announced that there is a tentative meeting set for May 27th in the conference room.

Ad Hoc Planning and Development Committee-Chair Bickelhaupt reported the next meeting is May 8th at 8 a.m. at the Highway Department. They are reviewing County Ordinances.

Ad Hoc Highway Committee-County Board Member Appel advised no report.

Business

1. Karla Belzer, County Director, gave a quarterly report on Illinois Extension. A report was included in the Board Packet plus a booklet, "Lifelong Learning. Lifelong Impact" was handed out to the Board members.

She commended the Board, County Administrator and Department Heads on a job well done on the 2026 Operational Plan. She outlined how the Illinois Extension can help with Economic Development/Tourism and Youth Engagement/Retention. A handout was provided to the Board.

2. Chair Bickelhaupt presented Approval of 24-month Subscription Agreement with Advent Financial Systems, LLC for use of their e-learning platform. Chief Probation Managing Officer Brown explained the agreement and how any cost will be paid out of Probation Service fees. Motion by Jacobs, seconded by Fitzpatrick to approve. Roll call vote shows Soldat, Bickelhaupt, Jacobs, Appel and Fitzpatrick all voting aye. Motion carried.
3. Chair Bickelhaupt presented for Approval for County Treasurer to change Financial Institutions on two checking account. County Treasurer explained. Motion by Fitzpatrick, seconded by Soldat to approve the following requests: #1 -To close the Transportation Grant checking account number ending in ***1200 located at the TBK bank and open a new account at the Farmer's National Bank. The new account will be titled County of Carroll Transportation Grant. The signers of the account will be Treasurer Lydia Hutchcraft and County Clerk Amy Buss. Only one signature will be needed on the checks when paying bills. #2 - To close the Circuit Clerk Operation and Admin checking account ending in ***2661 located at the TBK bank and to open a new one at the Farmer's National Bank. The account title will be County of Carroll Circuit Clerk Oper & Admin. The signers will be Circuit Clerk Patricia Hiher and Deputy Circuit Clerk Bridget O'Neill. All voting aye by voice vote. Motion carried.
4. Chair Bickelhaupt presented for Review of Proposed Ordinance Chapter 755 Salvage, Repair and Materials Handling Facilities. Zoning Officer Buckner explained the need for this chapter. Chair Bickelhaupt encouraged the Board to review this Chapter before the June 18th Board meeting.
5. Chair Bickelhaupt presented for Approval to secure the Cyber Liability policy through CIRMA and the insurance carrier Underwriters at Lloyd's, London effective June 1, 2026, at a pro-rated premium of \$4,557.83. County Administrator Jachnicki explained. The policy is a million-dollar policy with a \$5,000 deductible. Motion by Jacobs, second by Appel to approve the policy. Roll call votes show Bickelhaupt, Appel, Jacobs, Fitzpatrick and Soldat all voting aye. Motion carried.

Executive Session-Motion by Jacobs, seconded by Appel to go into Executive Session at 4:39 p.m. Roll call votes show Bickelhaupt, Jacobs, Soldat, Appel and Fitzpatrick all voting aye. Motion carried.

Back into regular session at 4:45 p.m.

Chair Report-Chair Bickelhaupt informed the Board she sent out a calendar invite to all Board members from the Carroll County Senior Services Board and Carroll County Transit to join them for lunch and conversation after the May 21st Board meeting.

Appointments-

1. Chair Bickelhaupt informed the Board at this time she does not have a name to appoint to the Upper Mississippi International Port Authority-Term ending 2029.
2. Chair Bickelhaupt presented for Approval of Board of Review to reappoint Patty Hughes with term ending in 2029. Motion by Soldat, seconded by Jacobs to approve. All voting aye by voice vote. Motion carried.

Motion by Jacobs, seconded by Soldat to adjourn at 4:48 p.m. Motion carried.

Minutes submitted by Amy R. Buss, County Clerk and Recorder