

Proceedings of the Ogle County Board
Strategic Planning Retreat
January 8, 2011

State of Illinois)
County of Ogle) ss

Call to Order

Chairman Barnes calls the Ogle County Board Special Meeting to order at 9:05 a.m.

Roll Call

The roll call shows Horner, Messer, Nye, and Stahl are absent. The Pledge of Allegiance is recited.

Strategic Planning

Chairman Barnes introduces the strategic planning team; Don Falls of DCEO, Theresa Wittenauer and David Dornbusch of Black Hawk Hills RC&D.

Don Falls started the day by reviewing the roles of County Government, including the County Board, the County Board Committees, and the Administrator. He distributed hand outs that recap these roles & responsibilities (placed on file.)

Meggon McKinley highlighted desired communication channels between the Board and the department heads. She introduced the Department Heads. Each department head gave a 5-10 minute update on their role & responsibilities along with their short term and long term department goals & priorities for the coming years (placed on file.)

During lunch, the County Board committee chairmen brainstormed on possible new committee meeting times.

Black Hawk Hills RC&D then presented information regarding how to establish a business plan at the county level, and distributed a sample format in which to start the task (placed on file.)

Conclusion

The board discussed next steps in setting a strategic plan, as well as feedback regarding the value of the day. Discussion followed regarding how to put the information of the day into a plan. Heuer will work with the committee chairs to establish a process for finalizing the plan.

A moment of silence was held for the shooting tragedy in Tucson, Arizona.

Motion to Adjourn

Meeting was adjourned by Chairman Barnes at 3:15 p.m.

Chairman James L. Barnes
Chairman - Ogle County Board

Attest: Rebecca Huntley, Ogle County Clerk &
Ex-officio Clerk of the Ogle County Board

Respectfully submitted:
Meggon McKinley
County Administrator

Proceedings of the Ogle County Board Meeting
January 18, 2011

State of Illinois)
County of Ogle) ss

Call to Order

Chairman Barnes calls the Ogle County Board Meeting to order at 5:30 p.m.

Roll Call

The roll call shows members Bauer (enters at 5:38 pm), Gouker (enters at 5:35 pm) and Nye are absent. The Invocation is given by Welty and followed with the Pledge of Allegiance.

Approval of Minutes

Chairman Barnes asks for a motion to approve the December 6, 2010 County Board Reorganization and Special Meeting minutes. Kenney moves to approve, Bowers seconds and the motion carries on a voice vote.

Chairman Barnes asks for a motion to approve the December 21, 2010 County Board Meeting minutes. De Arvil moves to approve, Williams seconds and the motion carries on a voice vote.

Approval of Reports

Chairman Barnes asks for a motion to accept the monthly report of the Ogle County Clerk & Recorder, Treasurer, and Circuit Clerk. Bowers moves to accept the reports as filed, Colson seconds. The motion to approve the reports carries on a voice vote.(Placed on file)

Resignation – County Administrator

Chairman Barnes presents R-2011-0101 regarding the resignation received from County Administrator Meggon McKinley. Janes moves to approve and Colson seconds. Saunders states she was encouraged after the Retreat and maybe not everyone heard the same thing. After reading some of the committee meeting minutes last week, I feel we are trying to micromanage departments which isn't our job as County Board Members. There are board members who want to attend the department head meetings and these people need to be able to speak freely. When we had an Administrator, the department heads would give concerns to the Administrator to pass along to the county board members. Saunders hopes they will continue with the County Administrator position, because over the past few years it has saved us some money. Saunders says she would like to vote no, but out of respect for Meggon she will not. We as a board need to make a decision soon if we are going to continue with the Administrator position and start our search. Rice calls for a roll call vote:

YES: Janes, Kilker, Saunders, Stahl, Welty, White, Williams, Boes, Bowers, Colson, De Arvil, Finfrock, Gouker, Gronewold, Heuer and Barnes

NO: Kenney, Messer, Rice, Colbert, Hopkins and Horner

ABSENT: Nye

The motion carries on a roll call vote.(Placed on file)

Chairman Barnes wishes Meggon well on her new endeavors and presents her with a card.

Vacancies –

- Mental Health 708 Board – 1 unexpired term
- Mental Health 708 Board – 2 vacancies
- Ogle County Civic Center Authority – 1 unexpired term

Application deadline for vacancies is
Monday, February 4, 2011 at 4:30 p.m. in the County Clerk's Office
located at 105 S. 5th St – Suite 104, Oregon, IL

Zoning – None

Public Comments - None

Road & Bridge – IGA – City of Rochelle – R-2011-0102

Hopkins moves to approve R-2011-0102 Intergovernmental Agreement with the City of Rochelle for Maintenance of Traffic Signals . Colson seconds and the motion carries on a voice vote.(Placed on file)

Road & Bridge – Local Agency Agmt – Pecatonica Rd – R-2011-0103

Hopkins moves to approve R-2011-0103 Local Agency Agreement for Federal Participation, Section 09-00274-00-RS, Pecatonica Road overlay from IL 72 to Winnebago County line. De Arvil seconds and the motion carries on a voice vote.(Placed on file)

Road & Bridge – Local Agency Agmt – German Church Rd – R-2011-0104

Hopkins moves to approve R-2011-0104 Local Agency Agreement for Federal Participation, Section 10-00245-00-RS, German Church Road overlay from IL 64 to Deer Path Road. Kilker seconds and the motion carries on a voice vote.(Placed on file)

Road & Bridge – Preliminary Engineering Svcs Agmt – Oak Grove Rd – R-2011-0105

Hopkins moves to approve R-2011-0105 Preliminary Engineering Services Agreement with Willett, Hofmann, & Associates for the hydraulic study of the Mill Creek at Oak Grove Road, Byron Twp, Section 10-03120-00-BR. Kenney seconds and the motion carries on a voice vote.(Placed on file)

Ogle County Claims – Clerk reads the claims:

- Payments in Vacation – December 2010 - \$73,775.71
- County Board Payments - January 18, 2011- \$84,249.26
- County Highway Fund – \$220,372.75
- Utility Expenses – Transfer from Solid Waste Fund - \$33,339.20
 - Buildings & Grounds - \$28,803.99
 - Highway - \$1,129.45
 - Focus House - \$3,405.76

Boes moves to approve the claims as read, Bowers seconds. Welty asks for clarification regarding Payments in Vacation and are these payments statutorily required. County Clerk Huntley explains there are needs which come up occasionally for example a conference fee is due before the next county board meeting, travel expenses, etc. Huntley cannot answer as to what the statute approve or not. The motion carries on a voice vote.(Placed on file)

COMMITTEE REPORTS

The following committee minutes have been placed on exhibit: 911 ETS Board, Blackhawk Hills RC&D, Buildings & Grounds and Central Purchasing, Circuit Clerk and States Attorney, Executive, HEW & Solid Waste, I.T./N.I.T.T./G.I.S., Juvenile & Probation and Judiciary, Long Range and Strategic Planning, Personnel & Salary and County Clerk, Planning & Zoning and Supervisor of Assessments, Road & Bridge and Sheriff & Coroner.

The following committees had no minutes to file: Board of Health, G.I.S. Partnership, Liquor Commission, LRP –Emergency Operations Center, Mental Health ‘708 Board, Planning Commission, Reapportionment Committee, Safety Committee, Tri-County Opportunities and UCCI/ICRMT.

I.T./N.I.T.T./G.I.S

Minutes placed on exhibit

NITT Designation

Chairman Barnes presents R-2011-0106 regarding the NITT Commission Member Representative Designation for Ogle County. The resolution will name Ron Colson as the primary voting representative for Ogle County and an alternate will be announced at a future date. Rice would like to suggest Larry Callant who is the IT person for the county. Bowers moves to approve R-2011-0106, Finrock seconds and the motion carries on a roll call vote.(Placed on file)

Ogle County Board Meeting

January 18, 2011

Personnel & Salary Minutes placed on exhibit

Personnel Policy Boes states due to recent developments there will need to be some language changes made to the Personnel Policy and would like to send this back to the committee. Boes moves to table R-2011-0107 and send back to the committee for changes, Kenney seconds and the motion carries on a voice vote.(Placed on file)

Pine Rock Twp Polling Place Hopkins moves to approve R-2011-0108 to change the Pine Rock Township Polling Place. Welty seconds and the motion carries on a voice vote.(Placed on file)

Long Range Minutes placed on exhibit

LRP Bills Williams presents R-2011-0109 to pay the LRP Bills in the amount of \$103,978.80.

SUPPLIER NAME	DESCRIPTION	AMOUNT
NITT	2011 NITT Annual Dues	\$ 2,000.00
SimplexGrinnell	Jail Code Upgrade - CCTV	\$ 485.00
SimplexGrinnell	Jail Code Upgrade - CCTV	\$ 6,564.55
SimplexGrinnell	Jail Code Upgrade - Fire Alarm, CCTV & Installation	\$ 94,929.25
TOTAL:		\$ 103,978.80

Williams would like to open discussion regarding the history regarding the upgrades to the jail. This was discussed at the committee meeting; Sheriff Harn and I have done research over the last week. After reading through the 2009 to 2010 various committee minutes and county board minutes, I couldn't make heads or tails of the history. It doesn't look like the County Board approved the expenditure of \$100,000 plus for the upgrades.

Hopkins calls for point of order and seconds the motion.

Horner says he was the Chairman of the Sheriff's Committee and they did discuss the situation; it was noted in the minutes and the committee gave him the go ahead to fix the roof. Williams says he doesn't remember any discussion coming to the board regarding the other upgrades. Administrator McKinley states most of the communication was in the Sheriff's Committee minutes and bids were taken. Sheriff Beitel updated his committee in October of 2009 that he was soliciting bids for budgeting purposes. Then for the 2010 budget, \$250,000 was established for potential upgrades. In the fall of 2010 Sheriff Beitel had informed the committee he would solicit for bids again since so much time passed. McKinley states in 2009 three providers submitted bids and only two in 2010. The committee did give the go ahead in the September of 2010 Sheriff's Committee minutes. Williams main concern is none of this has come to the board for discussion before the expenditures. White recalls there was discussion and approval at the Finance Committee level. Gouker states expenditures from the Long Range Planning Fund are to come to the board for approval. Sheriff Harn comments on the lack of information in the committee minutes and would like to see more detailed information.

Williams presents a bill in the amount of \$966.61 for the trip to Washington, DC and the payment is due on January 28, 2011. Williams makes a motion to suspend the rules according to the Ogle County Board Rules of Order #25 to pay the claim from the Long Range Planning Fund to avoid any late fees. White seconds and a roll call vote is taken:

YES: Kenney, Kilker, Messer, Rice, Saunders, Stahl, Welty, White, Williams, Bauer, Boes, Bowers, Colbert, Colson, De Arvil, Finfrock, Gouker, Gronewold, Heuer, Hopkins, Horner, Janes and Barnes

NO: None

ABSENT: Nye

The motion carries on a roll call vote.

Williams moves to approve a credit card bill in the amount of \$966.61 to be paid from the Long Range Planning Fund for the Ice Project and White seconds. This money is coming from the funds set aside for the Ice Project. The motion carries on a voice vote.

Executive Committee Minutes placed on exhibit

Retreat Update Vice-Chairman Heuer thanks all of the County Board Members and Department Heads who were in attendance at the Retreat. There was positive feedback and information was included in the packets. Vice-Chairman Heuer states department heads and Chairman of the committees have come together and are coming to some conclusions. Vice-Chairman Heuer and Chairman Barnes will help facilitate committee meetings during the next couple of months. This will enable us to plan for the coming year. If there are any questions regarding the Retreat, please contact Vice-Chairman Heuer or Chairman Barnes.

Chairman Comments –

≈ Chairman Barnes presents R-2011-0110 regarding the Committee Meeting Schedule as follows:

I. February 2011

Two Thursdays Prior to Board Meeting (February 3)

5:00 p.m. Personnel & Salary / County Clerk & Recorder
6:30 p.m. Planning & Zoning / Assessments

Two Mondays Prior to Board Meeting (February 7)

2:00 p.m. IT/NITT/GIS
4:00 p.m. HEW/Solid Waste
5:30 p.m. Probation / Juvenile / Judiciary

Tuesday Prior to Board Meeting (February 8)

8:00 a.m. Road & Bridge
10:00 a.m. Sheriff / Coroner
11:00 a.m. Buildings & Grounds / Central Purchasing
1:00 p.m. Circuit Clerk / State's Attorney
4:00 p.m. Long Range Planning
5:30 p.m. Finance
7:00 p.m. Executive

II. March 2011 & Beyond

Two Thursdays Prior to Board Meeting (March 3)

5:00 p.m. Personnel & Salary / County Clerk & Recorder

Two Mondays Prior to Board Meeting (March 7)

2:00 p.m. IT/NITT/GIS
4:00 p.m. HEW/Solid Waste
5:30 p.m. Probation / Juvenile / Judiciary

Tuesday Prior to Board Meeting (March 8)

8:00 a.m. Road & Bridge
10:00 a.m. Sheriff / Coroner
11:00 a.m. Buildings & Grounds / Central Purchasing
1:00 p.m. Circuit Clerk / State's Attorney
2:00 p.m. Planning & Zoning / Assessments
4:00 p.m. Long Range Planning
5:30 p.m. Finance
7:00 p.m. Executive

De Arvil moves to approve R-2011-0110 as presented, Kilker seconds and the motion carries on a voice vote.(Placed on file)

- ≈ Chairman Barnes states on the advice of States Attorney Roe, he would like to add two board members to the Buildings & Grounds / Central Purchasing Committee and the IT/NITT/GIS Committee. I am recommending Boes and White to the IT/NITT/GIS Committee and Colson and Kenney to the Buildings & Grounds / Central Purchasing Committee. I would also like to have Kenney remain as the special representative for L.O.T.S.. Bowers moves to approve R-2011-0111 as presented and Janes seconds.

Hopkins is concerned with the number of members on the committees and would like to see seven committee members on the Buildings & Grounds Committee. States Attorney Roe says the law has changed. You can have a five person committee and two people can speak about business and not violate the Open Meetings Act. It will take three affirmative votes to pass a motion on a five person committee.

Administrator McKinley asks why there are some committees with seven members and some with only five members. Chairman Barnes comments they have added department heads and we do know they are not voting members but are advisory members. Vice-Chairman Heuer states we wanted to save some money.

Hopkins is concerned about a five member Buildings and Grounds Committee. I would like to see seven members; especially since it takes three members to pass anything. Chairman Barnes states we can add committee members if that's what you want. Welty asks if they will also add two members to the IT/NITT/GIS Committee as well. Chairman Barnes states yes. Gouker would like to approve this resolution and we can have another resolution next month to add the additional committee members. The motion to approve R-2011-0111 as presented carries on a voice vote.(Placed on file)

Chairman Barnes states next month he will add two committee members to the Buildings and Grounds and IT/NITT/GIS Committees.

- ≈ Chairman Barnes announces Rice is coordinating a tour for the Union Pacific Intermodal Facility and please sign up tonight.

Administrator Comments –

Administrator McKinley would like to make some comments since this is her last County Board meeting sitting on this side of the table. McKinley reflects on the highest point of her time here at the county; Department Heads and employees work inside the offices together and have been very creative and team orientated. They are trying to do more with less money and this is a side the public and board do not get to see. The Department Heads have been relentless in pursuing additional revenue sources for their departments. The current team of Department Heads are one of the strongest in all of the counties around us in Northern Illinois. McKinley hopes the current board leadership will continue to foster this team work and believe in the best of people.

Unfinished Business –

- ≈ Gronewold asks for an update on the unsigned union contracts, specifically the Circuit Clerk's contract. Circuit Clerk McDermott says there is a meeting set up for next Thursday with the Union and the county representative who is the attorney for the Circuit Clerk's Office to the State.
- ≈ Circuit Clerk McDermott would like to thank the board members for all of their support and encouragement during this difficult time. McDermott also thanks the staff of the Circuit Clerk's Office for helping during his absence as well.

Vice-Chairman Comments –

- ≈ Vice-Chairman Heuer reminds the County Board members regarding the UCCI seminar on February 25, 2011 to be held at Sauk Valley Community College. You can turn in registration information to me tonight.

≈ Welty asks who UCCI is and what do they do for us? This is the United County Councils of Illinois Heuer says. This is a group we belong to and pay dues and they are one of our lobbying organizations at the State of Illinois level. I will be attending a meeting next week in Springfield. I will come back with a lot of information especially legislation which will impact the county.

New Business –

Horner asks with the vacancy of the Administrator; what is the next step and when do we discuss the issue. Chairman Barnes does not know at this time. Until we decide what to do as far as an Administrator, we have set-up with County Clerk Huntley's Office to take minutes. Horner would like to move forward and look for another Administrator. Chairman Barnes states he cannot answer that question right now. Vice-Chairman Heuer says it should go through the Personnel Committee since it is a personnel issue, then Executive with the recommendation from the Finance Committee. Horner asks who will be taking on the responsibility for the duties of the Administrator. Vice-Chairman Heuer states an employee will be attending the committee meetings to take minutes. This will have to come up to the Executive Committee for recommendation since there is a financial consideration. Administrator McKinley states she is working with the various Committee Chairmen to hand information over and update them on key projects.

Bauer asks if there has been any more discussion regarding the guidelines and direction of the new committees. We talked last month about having descriptions of what the responsibilities of the new committees will take or do you want us to develop ourselves within the committee. Vice-Chairman Heuer states this information has been given to the County Clerk's Office and will go to the individual committees that it impacts for recommendation.

Communications –

- Sales Tax for October 2010 was \$20,581.51 and \$61,946.15
- Sales Tax for October 2009 was \$32,673.63 and \$57,942.45

Adjourn Meeting

At 6:26 p.m., White moves to adjourn the Ogle County Board until Tuesday, February 15, 2011 at 5:30 p.m. Janes seconds and the motion carries on a voice vote.

Chairman James L. Barnes
Chairman - Ogle County Board

Attest: Rebecca Huntley, Ogle County Clerk &
Ex-officio Clerk of the Ogle County Board