

**Knox County Board  
Committee on Executive Meeting  
November 19, 2003  
MINUTES OF THE MEETING**

**Call to Order**

Chairman Sally J. Keener called the meeting to order at 5:32 p.m. on Wednesday, November 19, 2003, at the Conference Room of the Knox County Administrative Annex Building, 220 E. Simmons St., Galesburg, Illinois.

Members present included (6 of 6):

Sally J. Keener, Chairman  
Bill Abel, Chairman, Committee on Social Services;  
Jerry Link, Chairman, Committee on Highway/Landfill/Zoning;  
Janet Occhi, Chairman, Committee on Planning and Space Allocation;  
Allen Pickrel, Chairman, Committee on Public Safety; and,  
Wayne Saline, Chairman, Committee on Finance and Insurance

Also present were: County Board member Lowell Mannhardt, Dale Parsons, Linda Roberts, Kim Sheetz; Kelly Cheesman, Circuit Clerk; Marc Wong, County Clerk; Nancy McCune, Recorder; Paul Mangieri, State's Attorney; Robin Davis, Treasurer; Joyce Skinner, Supervisor of Assessments; and, members of the news media.

**Approval of the Minutes**

On motion of Member Link, seconded by Member Occhi, the minutes as distributed were approved by unanimous vote.

**Items for Chairman Sally J. Keener**

Chairman Keener noted that a draft version of the agenda has been provided by the Clerk and that all committee chairmen should see the Clerk if any items are to be added, changed, or deleted.

At the November Board meeting, the Chairman will offer the appointment David C. Erickson to another term as member of the Knox County Zoning Board of Appeals. The termination of Corby L. Schmidt as Knox County Zoning Administrator will also be voted upon by the members.

**County Administrator Alan L. Hallberg (Report by the Chairman)**

Administrator Hallberg will offer two resolutions concerning the Zoning Department: (1) intergovernmental agreement between the County Board and Knox County Health Department to conduct zoning field investigations and (2) approving the Administrator as Plat Officer. Mr. Hallberg informed the Committee that 23 telephone lines have been deleted for a total savings of nearly \$7,000. He is investigating another 7 lines for possible disconnection. Member Saline asked the Administrator to investigate the cost for installing a voice line at the Administrative Annex Conference Room. The Administrator asked the Committee to allow him the authority to care for minor repairs and purchases at the

Administrative Annex. On motion of Member Abel, seconded by Member Saline, the Committee authorized the Administrator to draft a resolution for their consideration on this matter. Mr. Hallberg will present the service contract bids at the December meeting. It was noted that the County Board should consider member appointments to the board of Prairie Hills Resource Conservation and Development, Inc., and Carver Community Action Agency.

**County Treasurer Robin E. Davis**

The Treasurer reported that 591 parcels were sold at the annual delinquent tax sale held on November 18, 2003, for a total price of nearly \$650,000.

**Supervisor of Assessments Joyce Skinner**

Supervisor of Assessments Skinner reported the assessors are finishing their work and that she is looking forward to the installation of DevNet, the proposed new property tax management system.

**State's Attorney Paul L Mangieri**

The State's Attorney presented four claims for payment on behalf of the Jail Building Committee, noting that two were for contractor final payouts. Mr. Mangieri will update the members at the Board meeting on the case with Abend Singleton and Associates. Also on the Board agenda is an annual resolution regarding the retention of the Office of the Illinois Appellate Prosecutor, asking for the County to approve a \$15,000.00 expenditure for the County's portion of the funds required to operate the Office of the State's Attorneys Appellate Prosecutor.

**Committee on Highway/Landfill/Zoning Chairman Gerald Link**

In regards to the Highway Department, Member Link reported that the following projects are being completed: (1) shoulder work; (2) patching of pavement; and (3) culvert replacement on North Lake Storey Road. On the agenda for the Board is approval of the bids for a new end loader and new tandem dump truck cab and chassis and wages for non-union employees.

In regards to the Landfill Department, Member Link reported another good month for gate receipts. There is approximately \$5 million in an interest-bearing, post-closure fund. The Committee gave authority to the Landfill Department to bid on a state truck to replace an older model; not to exceed \$1,000.00.

In regards to the Zoning Department, there was no business to report.

**Committee on Finance and Insurance Chairman Wayne B. Saline**

As the fiscal year is about completed, the expenses are at 95% and revenue is at 94%. Member Saline thanked all department leaders for keeping down expenses in a difficult budget year. Mr. Saline reported on several actions for the Board's consideration, including approval of the annual budget and tax levy ordinance and the approval of DevNet as the new property tax administration system vendor.

### **Committee on Planning and Space Allocation Chairman Jan K. Occhi**

The Committee will present changes to the raffle, fireworks, and liquor license ordinances for first reading. Member Occhi also reported on a resolution to hold executive sessions at the beginning of the open session of the Board's monthly meetings. The Committee is also considering changes to the Personnel Policy.

### **Committee on Social Services Chairman William B. Abel**

Member Abel reported that on a cash basis, the facility had a positive cash flow of \$295,439.04 for the month of October, and a negative \$159,160.66 for year to date budget. The tax referendum account currently has a balance of \$803,260.02. The facility owes nothing to the Landfill fund. The adult daycare area is completed and an open house is scheduled for November 7, 2003. Speer Financial will be recommended as the bonding company for the \$5 million bond issuance for nursing home improvements. LZT will be recommended as the architect for the project. Bunn Capitol and Interstate Brands were chosen for milk and bread contracts, respectively. The collective bargaining agreement with AFSCME for union employees effective December 1, 2003, was recommended for approval. The agreement calls for a 3% wage increase.

### **Committee on Public Safety Chairman Allen Pickrel**

Member Pickrel reported the Committee will recommend approval of three items: (1) increase in the rate charged to other counties to house juveniles at the Mary Davis Home; (2) grant partnership with Peoria County; and, (3) matching grant from Law Enforcement Block Grant program. The Knox County Law Enforcement Center is average 120 inmates daily, including 33 federal prisoners.

### **County Clerk Marc C. Wong**

The County Clerk informed the Committee that he had tendered his resignation as Knox County Clerk and as Parliamentarian of the Knox County Board to the Chairman. His resignation may be accepted at the November Board meeting. Mr. Wong reported on the procedure to fill a vacancy in office of a county elected official. He thanked the Board for their support during his tenure and said he looked forward to working with the newly-appointed County Clerk and newly-appointed Parliamentarian in order to ensure a smooth transition.

### **Approval for Payment of Claims**

Motion to approve claims for payment submitted to the Committee by Member Link, seconded by Member Occhi and roll call vote as follows: Ayes - Abel, Link, Occhi, Pickrel, Saline, Keener - (6). Noes - (0). Motion carried.

### **Executive Session**

Motion to go into executive session to discuss personnel issues by Member Link, seconded by Member Occhi and roll call vote as follows: Ayes - Abel, Link, Occhi, Pickrel, Saline, Keener - (6). Noes - (0). Motion carried.

6:35 p.m. – Return to open session

Motion by Member Abel, seconded by Member Occhi, the Committee approved a claim for payment to Chief Deputy Assessor Chris Gray for 220 hours of accumulated compensation time and roll call vote as follows: Ayes - Abel, Link, Occhi, Pickrel, Saline, Keener - (6). Noes - (0). Motion carried.

**Adjournment**

On motion of Member Link, seconded by Member Abel, the Committee was adjourned by the Chairman at 6:37 p.m., by unanimous vote.

Respectfully submitted,

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MARC C. WONG  
Knox County Clerk and  
Secretary of the Committee

Approved: \_\_\_\_\_ (Date)

**Knox County Board  
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EXECUTIVE SESSION**

**Executive Session: 6:25 p.m.-6:35 p.m.**

Motion to go into executive session to discuss personnel issues by Member Link, seconded by Member Occhi and roll call vote as follows: Ayes - Abel, Link, Occhi, Pickrel, Saline, Keener - (6). Noes - (0). Motion carried.