

H.E.W., Solid Waste & Veterans Committee
Tentative Minutes
June 13, 2023

1. Call Meeting to Order: Chairman Fox called the meeting to order at 3:00 p.m. Present: Asp, Finfrock, Ramsey, Simms and Fox. Others: Nordman, County Clerk and Recorder Laura Cook, Animal Control Registration Officer Karla Christensen, Health Dept. Administrator Melissa Spangler, Solid Waste Administrative Assistant Dana Hubbard, ROE Superintendent Chris Tennyson, HR Director Amanda Jacinto, VSO Luz Gilkey, VAC Lu Ann Knutson (Nova), LOTS Assistant Director of Business Development Steve Davis, Lloyd Droege and Arlene Sangmeister. Absent: Huber and Williams.
2. Approval of Minutes – May 9, 2023: Motion by Finfrock to approve the minutes as presented, 2nd by Simms. Motion carried.
3. Public Comment: None.
4. Regional Office of Education:
Monthly Bills: \$2,137.12. Motion by Asp to approve, 2nd by Ramsey. Motion carried. ROE Superintendent Chris Tennyson gave a brief overview of the report emailed. Tennyson explained the rent increase request and said that Lee and Whiteside Counties have graciously increased their contributions by an additional \$300 per month. Tennyson stated if Ogle County agrees the contract has a no increase in rent for 10 years. Motion by Fox to change the rent payment to the ROE in the amount of \$1,300.00 and send the request to the Finance Committee for funding, 2nd by Simms. Motion carried.
5. Health Department: Health Department Administrator Melissa Spangler gave an update on a new program starting up. Spangler stated on June 22nd at 4:00 p.m. Representative Tony McCombie will be at the Health Department and on June 29th at 10:00 a.m. Representative Brad Fritts will be at the Health Department. Spangler gave a grant update and stated former Interim-Health Department Administrator Beth Fiorini is assisting with the grant. Ramsey commented she has been following the Health Department website for a couple of years and appreciated the current content they have put online for the public.
6. Solid Waste Department
 - Department Claims: \$5,039.12. Motion by Finfrock to approve as presented, 2nd by Asp. Motion carried.
 - Solid Waste Administrative Assistant Dana Hubbard updated the committee on the following:
 - i. Annual United Way local donation of \$528.90 from the recycling of the holiday lights drive late 2022 into 2023.
 - ii. Grant funds in the amount of \$9,000 was received from the Illinois EPA to be used for local recycling infrastructure, education, and training. This grant is distributed from the US EPA national funding from the Federal Infrastructure Bill. This grant money will be used to deploy the 2 recycling drop-off locations in Oregon & Byron around July 10, 2023.
 - Recycling Events:
 - a. Friday, June 23rd - Residential Electronics, 9:00 a.m. to 4:00 p.m., permit required.

7. Animal Control

- Monthly Bills:

- a. Animal Control Fund - \$4,718.94. Motion by Asp to approve, 2nd by Simms. Motion carried.
 - b. Pet Population Control Fund - \$2,047.00. Motion by Asp to approve, 2nd by Ramsey. Motion carried.
 - c. Animal Control Registration Officer Karla Christensen gave a brief update on the call activity of the office.
8. Veterans Assistance Commission: VSO Luz Gilkey stated the Rochelle VFW visits have been going well. Luz stated at the next Veterans Breakfast there will be representatives from Serenity House, Goodwill and Humana there. If there are any other county departments who would provide services to the veterans are welcome to attend as well. Luz distributed a brief synopsis from a special meeting and an updated budget report. Luz stated after the special meeting, the VAC would like to know the status of the IMRF, payroll and insurance benefits of the county. What information is needed from the VAC. They are working on an employee handbook and bylaws and would like to get a current copy of the Ogle County Personnel Handbook and other policies (ie: ethics and financial). There was discussion on the office expenditures and the committee would like to have this itemized.

VACOC funding request: Fox stated there was an impromptu meeting in May with the VAC in which they requested \$35,000.00 before the end of the month to pay taxes and meet payroll. A quick decision needed to be made, but the committee will need to approve the allocation. Motion by Fox to approve the allocation of \$35,000.00 to the VACOC and send the request to the Finance Committee, 2nd by Asp. Motion carried.

IMRF and Payroll: Luz asked if there is an update regarding the IMRF and payroll. Fox stated during the meeting it was requested to have the county process payroll and IMRF for the VAC employees. Fox stated he is not sure what the steps are. Finrock stated with the new HRIS, we are not sure how they will fit in and it needs to be looked at. IMRF they are to be paying on their own, stated Finrock.

9. L.O.T.S. (Lee-Ogle Transportation System): LOTS Assistant Director of Business Development Steve Davis gave a brief update.
10. Old Business: None.
11. New Business: None.
12. Closed Session: At 3:43 p.m., motion by Fox to go into closed session per 5 ILCS 120/2 (c) (1) for interview(s) for appointment(s), 2nd by Asp. Roll Call: Asp, Finrock, Ramsey, Simms and Fox. Motion carried.
13. Open Session: At 3:53 p.m., the committee returned to open session.
- i. Mental Health 708 Board: Motion by Finrock to approve the appointment recommendation of Judy Tatlock to the Mental Health 708 Board, 2nd by Simms. Motion carried.
 - ii. Motion by Fox to approve the closed minutes for content only for November 7, 2022, April 11, 2023 and May 9, 2023, 2nd by Finrock. Motion carried.

- iii. Fox stated the date needs to be set for the Funding Hearings which is normally held in August. The committee will hold the Funding Hearings on Wednesday, August 23rd beginning at 8:00 a.m..

14. Adjournment: With no further business, Chairman Fox adjourned the meeting. Time: 3:57 p.m.

Respectfully submitted,
Laura J. Cook
Ogle County Clerk and Recorder



Veterans Assistance Commission of Ogle County
Statistical & Financial Report
June 13, 2023 Meeting of Ogle County H.E.W. Committee

Luz Maria Gilkey Superintendent/VSO Comments:

- At the VFW Rochelle April Outreach, we were able to serve six (6) Veterans/Family.
- Next Veteran Breakfast not sure when, it will be a discussion at our VACOC meeting next month
- We look forward to seeing more HEW Board members attend our next breakfast
- We hope to reach out to the community and having community services present as well
- Looking forward to having Serenity house, Good Will, Humana and other.
- Office is operational, improvements are work in progress, doors are installed, still needed carpeting and painting of doors, trim needed and few pieces of furniture and miscellaneous office necessities.
- The VACOC President Steve Korth, Vice President Rich Sheldon, Superintendent Luz Maria Gilkey and Administrative Specialist LuAnne "Nova" Knutson met with the HEW President Dean Fox, Stan Asp, John Frinfrock, on May 23, 2023 See attached for the meeting minutes.
- VACOC would like to know the status of IMRF, Insurance, payroll and benefits that the County employees receive. VACOC is waiting for the Counties implementation of County entitled benefits.
- VACOC is working on our Employee handbook, by-laws and adopt and adapt county policies
- Superintendent applied for a scholarship, received, and went to certification training June 4-9, 2023.
- Open discussion of financial status see reports

Attached:

- Profit & Lost January to May
- Profit & Loss for May
- Balance sheet as of May 31, 2023
- Meeting Minutes with HEW Board and VACOC May 23, 2023

Veterans Assistance Commission
Report for the Month of May 2023
State of the Budget

Communication	QUANTITY	YTD
Phone	174	743
Office Visit	39	240
Outreach/Home Visits	6	18
Email/Mail	15	137
Direct Submit	38	41
Fax	5	12
Other(48 274)/General Contact Log (21 97)	59	371
Total Employee Communications	287	1521
<u>Total Employee Activity</u>	560	2655

VA AWARDANCE	MONTHLY	YTD
Monthly		\$10,979.00
Retro		28,029.00
Total	0.00	\$39,008.00

EXPENDITURES		MONTHLY	YTD
Salaries and Benefits		\$ 10,536.91	\$ 41,403.70
Training and Meetings		\$ 381.53	\$ 1,088.29
Office ExpensesBuilding Space/Maintenance		\$ 2,546.81	\$ 1,825.00
Direct Assistance to Veterans	<u>Number Assisted</u>		
Shelter	0	\$ -	\$ -
Other	0	\$ -	\$ -
Drivers Per Diem		\$ 1,270.09	\$ 8,787.21
Other Assistance	0	\$ -	\$ -
Totals		\$ 14,735.34	\$ 53,104.20

Transportation Logs	QUANTITY	YTD
Trips	19	80
Hours Donated	90.1	408.7
Transported	21	82
Miles	2872.3	13928

BUDGET SUMMARY	PERCENTAGE	AMOUNT
Budget Submitted		\$ 276,895.00
Previous YTD Expenditures		\$ (50,073.89)
Current Month Expenditures		\$ (18,715.84)
Balance		\$ 208,105.27

Budget approved by Ogle County	51.644%	\$ 143,000.00
Actual Budget Received	12.640%	\$ 35,000.00

Ogle County Animal Control
Warden Activity Record
May 2023

<i>Month of May</i>	<i>Monthly Total</i>	<i>Misc. Notes</i>	<i>2023 Year to Date</i>	<i>2022 Year to Date</i>
Miles Driven	2235	Regular duties - Check Complaints Stray pick up - Tag Doors for Non Vac	94185 83415	Miles Driven 2236
Bites Reported	6	3 Dogs 1Cats 2Bats	37	31
Strays	6	6 Ogle Co.	22	12
Notices to Comply Given	26	22 No Current Vac/ Registration 4 Dogs Running @ Large	194	97
Citations Issued		Dogs Running @ Large No Rabies Shot and Tag	2	7
Welfare Calls	5	4 Dogs - No proper shelter - No water 1 Check on Sheep	19	18
Animal Bites on Animals	3	2 Dog on Dog 1 Dog on Cat	18	19
Assist Other Agencies	1	1 Mt. Morris P.D. Ogle County Sheriff	3	7
Dogs Deemed Dangerous			2	0
Dogs Deemed Vicious				0
Other Complaints	2	1 Goats on Road 1 Cattle on Road	7	4

Submitted by:
Kevin G. Christensen - Warden
Ogle County Animal Control



Report to HEW Committee of Ogle County Board

June 13, 2023 | 3:00 PM

1) DEVELOPMENTS

a) Reagan Mass Transit District

- (1) **RMTD Governing Board held its third meeting the evening of June 8.**
- (2) Officers of the Governing Board are:
 - (a) Jeremy Englund, President
 - (b) Greg Sparrow, Vice President
 - (c) Aaqil Khan, Treasurer
 - (d) Other Members of the Board – Larry Callant and Ermir Ramadani
- (3) RMTD Attorneys and the State's Attorney's Office are continuing work on the Definitive Agreement, which outlines the transition of assets from Lee County to the MTD.
- (4) LOTS (including its attorneys), State's Attorney, and the Lee County Treasurer's Office will meet on Friday, June 30th to discuss the transfer of funding in the Public Transportation Account (PTA).
- (5) Staff are continuing to work on paperwork associated with forming the Reagan Mass Transit District. This includes the development of various policies and procedures.
 - (a) Title VI revision
 - (b) Financial Procedures/Policies
 - (c) Employee Handbook
 - (d) Employee benefits (health insurance, IMRF, etc.)

b) Title VI Plan / LOTS

- (1) **LOTS has revised its Title VI Plan and it is being forwarded to the full Lee County Board for its consideration this month.**
- (2) A couple of the revisions came about from the recent Compliance Review by IDOT in November, 2022.
- (3) The Title VI Plan is attached to this report.

c) Budget Development for FY 2024 (July 1, 2023 – June 30, 2024)

- (1) **IDOT will be moving to two-year agreements starting in FY 2025 (July 1, 2024).**
 - (a) 5311/5311F Contracts will be the first to move to the two-year agreements.
 - (b) IDOT will transition DOAP (Downstate Operating Assistance Program) contracts to two-year agreements starting in FY 2026 (July 1, 2025).
- (2) FY 2024 applications have been submitted to IDOT.
 - (a) IDOT expects to execute FY 2024 contracts by no later than July 1, 2023
- (3) Contractual amounts for FY 2024 are as follows:
 - (a) 5311 Contract: \$282,700 *
 - (b) 5311F Contract (I-88): \$1,100,000 *
 - (c) 5311F Contract (I-39): \$929,606 *
 - (d) DOAP Contract: \$1,555,840

* These are being combined into a single contract by IDOT

d) Rides provided during May, 2023

- (1) **# OF RIDES: 6,315**
- (2) **SERVICE HOURS: 1,922**
- (3) **MILES OF SERVICE: 51,824**
- (4) **FUEL COST: \$24,556**

e) 840 rides week of May 29, 2023 compared to 758 one year ago

- (1) **10.8% increase from one year ago.**

f) Electric Vehicles and EV Infrastructure

- (1) **LOTS collaborated with IDOT on a federal proposal to the Low/No Emission Grants.**
 - (a) No word from Washington D.C. on this application.

- (b) Proposal was submitted to USDOT by April 13, 2023 deadline
 - (c) This will allow for the procurement of additional electric vehicles.
- (2) A secondary opportunity for EV infrastructure (charging stations) may be available via a federal USDOT grant being considered by Lee County.
- (3) LOTS has submitted the order for two (2) electric vehicles to the Michigan Department of Transportation. IDOT promoted this relationship, as it does not currently have electric vehicles on its state vehicle contract, although they will likely add EVs in the near future.
- g) Vehicle Disposal Approved by IDOT**
 - i) IDOT has given its approval to the disposal of nine (9) existing vehicles of LOTS/Lee County**
 - ii) This disposal means LOTS/Lee County will have direct control over these vehicles, several of which are beyond repair and will be sold for junk.
 - iii) The other vehicles may continue to be used in the system and/or sold out right with the profits going to operational needs of the system.
- h) Architectural/Engineering Firm / Oregon facility construction**
 - i) Pre-award concurrence has been received from IDOT. Larson and Darby, an architectural firm out of Rockford has been secured for the A&E process.
 - ii) Architectural and Engineering firm will provide two (2) design options for Oregon facility
 - iii) This project is part of LOTS application under REBUILD Round 1
- i) Architectural/Engineering Firm / Addition to Dixon Facility**
 - i) An architectural and engineering firm – Willett Hoffman – was selected for the addition project on to the Reagan Transit Center.
 - ii) Project includes development of new offices at Reagan Transit Center and secured file room/storage room. Geothermal and Solar technologies will be incorporated into complex
 - iii) This project is part of LOTS application under REBUILD Round 2
- j) City of Rochelle Feasibility Study / Technical Assistance Grant (Awarded) from IDOT**
 - i) Public Notice for the hiring of Senior Consultant for TA/Rochelle has been published. Two-year project for Rochelle and the feasibility of developing a fixed route for public transportation.
- k) City of Dixon Feasibility Study / Technical Assistance Grant (Awarded) from IDOT**
 - i) Executed contract for \$79,000 grant has been completed
 - ii) Two-year grant project to complete feasibility study for fixed route in Dixon
- 2) OPERATIONAL AND CAPITAL RELATED DEVELOPMENTS**
 - a) Capital Funding / REBUILD Round 1**
 - i) Application includes Construction of new Oregon location
 - ii) Furnishings and equipment for Oregon facility
 - iii) Implementation of video surveillance cameras into 17 of LOTS' buses and minivans (completed)
 - iv) Three (3) new buses (Ford transit type vehicles)
 - b) Capital Funding / REBUILD Round 2**
 - (1) Notice of State Award being processed by IDOT
 - (2) LOTS Proposal will allow for the following:
 - (a) Two electric vehicles for use in the LOTS system
 - (b) Three (3) new offices at Reagan Transit Center and secured file room/storage room
 - (c) Develop new Conference Room between Reagan Transit Center and Mechanical Bay
 - (d) Geothermal and Solar technologies will be incorporated into complex
 - c) REBUILD Round 3**
 - i) IDOT announced that Lee County/LOTS will receive \$62,500 for the purchase of 2 service vehicles
 - ii) The original proposal included the following:
 - (1) Add 72-feet onto the existing bus barn at Reagan Transit Center,
 - (a) This will provide for an additional twelve (12) slots for buses
 - (2) Add another bay onto the existing mechanical building
 - (3) Purchase service vehicles including one for maintenance

