

## Council Meeting Minutes

Location: Lanark Heritage Center, 106 S Broad St, Lanark, IL

Date: Monday, September 26, 2016

### Council & Staff Attendees

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Darrell Stitzel, CC Board                                    | <input checked="" type="checkbox"/> Marcia Heuer, OC SWCD                     |
| <input checked="" type="checkbox"/> Ed Juracek, CC SWCD, BHRC President                          | <input checked="" type="checkbox"/> Mike Reibel, OC Area Representative       |
| <input checked="" type="checkbox"/> John Huggins, CC Area Representative                         | <input checked="" type="checkbox"/> Sam Newton, SC Board                      |
| <input type="checkbox"/> Vacant, JDC County Board  | <input type="checkbox"/> Seth Wenzel, SC SWCD                                 |
| <input checked="" type="checkbox"/> William Tonne, JDC SWCD                                      | <input checked="" type="checkbox"/> Dennis Groezinger, SC Area Representative |
| <input checked="" type="checkbox"/> Marvin Schultz, JDC Area Representative, BHRC Vice President | <input checked="" type="checkbox"/> John Espinoza, WC Board                   |
| <input checked="" type="checkbox"/> Tim Deem, LC Board   | <input type="checkbox"/> Glen Kuhlemier, WC Area Representative               |
| <input type="checkbox"/> Aaron Wolf, LC SWCD   | <input type="checkbox"/> Vacant, WC SWCD                                      |
| <input type="checkbox"/> Jeremy Zapf, LC SWCD  | <input checked="" type="checkbox"/> Daniel Payette, Executive Director        |
| <input type="checkbox"/> Janice McCoy, LC Area Representative                                    | <input checked="" type="checkbox"/> Andrew Shaw, GIS Mapping & EZ Specialist  |
| <input checked="" type="checkbox"/> Ron Colson, OC Board   | <input checked="" type="checkbox"/> Julie Jacobs, Office Manager              |

### Guests

- Rachel Horvath, Outreach Coordinator, US Senator Mark Kirk's Office

### Call to Order

Ed Juracek, President, called the meeting to order at 6:00 PM.

### Introductions

Rachel Horvath, Outreach Coordinator with US Senator Mark Kirk's Office was introduced. Everyone introduce themselves.

### Minutes

Minutes from the July 18, 2016 Council Meeting were emailed out prior to the meeting and were also handed out. John Huggins made a motion to approve the minutes as written. Dr. Tonne seconded the motion. Motion carried.

### Finances

In Glen Kuhlemier, Treasurer, absence Julie Jacobs, Office Manager, presented the financial report. The balance in the general checking account is \$8,519.27, the project funds account is \$21,875.82, and the economic development account is \$36,109.21. Julie informed the Council that Glen had recently fallen and was dealing with a back injury. A get well card was circulated for Glen. Julie will also send Glen's contact information to the Council Members. John Huggins made a motion to place the financial report on file for audit. Marvin Schultz seconded the motion. Motion carried.

### Unfinished Business (Progress Reports and Actions)

#### Planning Manager's Report

Daniel Payette's report was emailed out prior to the meeting. Daniel added to his written report that he will donate time as local match to the Rural Transportation Planning grant. Daniel would like to schedule a board retreat to discuss board structure.

### **GIS Mapping & EZ Specialist's Report**

Andrew Shaw's report was emailed out prior to the meeting. Andrew will be attending the Enterprise Zone Conference in Rock Island next week. The new Lee-Ogle EZ is a go for the first of the year. There is a big project in Lee County that will take advantage of the EZ. Andrew is working on scheduling the next GIS Roundtable.

### **Office Manager's Report**

Julie Jacobs' report was emailed out prior to the meeting. Julie read a thank you card from Theresa Wittenauer; thanking the Council for the warm send off and gifts. Julie also informed the Council that past Council Member Chuck Moen had recently passed away. A sympathy card will be sent to his family. Julie received a resume from Donald Aleksy. Mr. Aleksy is interested in applying for our Executive Director position if we open it up to outside applicants.

### **New Business**

#### **Finances & Personnel Committee**

Darrell Stitzel made a motion to move this agenda item to the end of the agenda. Dr. Tonne seconded the motion. Motion carried.

#### **Office Signage**

Julie Jacobs presented two quotes to the Council for office signs. An illuminated v-shaped sign out the front of the building and a non-illuminated flat sign in the back is \$2,851. The price of a flat sign in both the back in front is \$1,610. There was discussion as to how visible our signage needed to be. It was decided to allow the Executive Committee make the decision on the flat sign if the front sign is illuminated and does not exceed \$2,000.

#### **Constitution and Bylaws Update**

The recommended change to BHRC Constitutions & Bylaws was emailed out and a hard copy handed out. The recommended addition is on page 4 under Article V – Meetings, Quorum, Voting. It states "*Unless otherwise provided in these Constitution and Bylaws, a meeting may be held by the Council or standing committees by means of a conference telephone or by any other means of communication by which all persons participating in the meeting are able to communicate with one another. Such participation shall constitute presence at the meeting for purposes of establishing a quorum.*" Dr. Tonne made a motion to approve the Constitution & Bylaws with the recommended addition. The motion was seconded by John Huggins. Motion carried.

#### **IDOT Rural Planning Funds**

Daniel Payette gave an overview of the scope of work for the Land Trails in the Blackhawk Hills Region – Data Collection & Mapping project. The scope of work, which was provided to the council members, needs to be submitted to IDOT this week to qualify for the rural planning funds. Mike Reibel made a motion to submit the proposal to IDOT. Sam Newton seconded the motion. Motion carried.

#### **CEDS Strategy Committee Membership**

The current CEDS Committee Membership list was shared with the Council Members. Daniel asked the Council for recommendation on who else would make a good committee member. Julie Jacobs recommended we seek another person from Lee County. The Council gave general support of the potential list of committee members.

#### **New Measure Proposals**

There were no new measure proposals submitted.

## **Finances & Personnel Committee**

Ed Juracek reported that the Finances & Personnel Committee met on September 9, 2016 and is recommending the following personnel changes to the Council:

- Daniel Payette is named Blackhawk Hills Regional Council's Executive Director with a starting salary of \$56,000/annually with benefits. Marvin Schultz made a motion to approve Daniel Payette to become the Executive Director. Tim Deem seconded the motion. A roll call vote was taken and all council members were in favor.
- Turn Andrew Shaw's position into a full time position with benefits with a starting salary of \$45,000/annually. Tim Deem made a motion to change Andrew's position to full-time. Dr. Tonne seconded the motion. A roll call vote was taken and all council members were in favor.

Daniel Payette stated that he would like to hire a Planning & Digital Content Fellowship. Details on the position were included in the council member's binder. Rachel Horvath stated that Augustana College is looking for intern positions. Darrell Stitzel made a motion that the Council hires a Planning & Digital Content Fellowship. Marcia Heuer seconded the motion. Motion carried.

## **Next Council Meeting**

The next Council Meeting will be held on November 28<sup>th</sup> at 6 PM at the Lanark Heritage Center in Lanark, IL.

## **Round Table Discussion**

Rachel Horvath was honored to be in attendance at the meeting and wanted to learn what Blackhawk Hills Regional Council had going on. Senator Kirk introduced the Bringing Business Back Act to provide state and local municipalities with additional tools to boost economic development in disadvantaged communities. The legislation will provide one-year income tax exclusion for businesses who invest in vacant commercial or multi-family property where unemployment is 2% higher than the national average. Ms. Horvath asked Daniel to let her know when we submit the scope of work to IDOT for the rural planning funds. She asked council members for what issues needed to be addressed in the BRHC's area. Dr. Tonne stated that something our area has been working for was funding for Highways 20 and 30. Marcia Heuer shared the concerns we have with the funding situation for the Soil and Water Conservation Districts.

Marvin Schultz commented on more new gas station being built in our area.

Tim Deem reported that the Lee County Zoning Board will be voting on the decommissioning of the Mendota Hills Wind Farm's 63 turbines and replacing them with fewer upgraded models.

Marcia Heuer reported that the Ogle County SWCD is down to one employee, Sterling Taylor. Ogle County is developing the specs on the long range design and construction of the new jail.

John Espinoza reported that there is riverfront development going on in Rock Falls and Sterling. The biggest Casey's has opened at the intersection of Routes 30 and 40 in Rock Falls. The old Ryan's building in Sterling is turning into a Pizza Ranch.

Ed Juracek stated that Carroll County SWCD is down to one employee.

## **Adjournment**

Tim Deem motioned to adjourn the meeting. John Huggins seconded the motion. The meeting ended at 7:21 PM.