

**Personnel and Salary Committee
Tentative Minutes
September 10, 2019**

1. Call Meeting to Order: Chairman Kenney called the meeting to order at 8:00 a.m. Present: Corbitt, Finfrock, Heuer, McKinney, McLester and Smith. Others: Coroner Lou Finch, County Clerk & Recorder Laura J. Cook, Director of Court Services Cindy Bergstrom, Interim Assessor Carol Magnuson, Circuit Clerk Kim Stahl and Typer.
2. Approval of Minutes – August 13, 2019 - Motion by Smith to approve the minutes as presented, 2nd by McKinney. Motion carried.
3. New Business
 - Coroner Department: Finch addressed the Committee regarding an upcoming retirement in his office. Finch plans to move a night shift employee to days and replace the night shift with no change in money. Smith asked if he had someone in mind; Finch stated he does have one in mind. Motion by McKinney to approve the position, 2nd by Corbitt. Motion carried. Kenney stated it will need to go to Finance Committee.
 - Policy Manual “Sign Off”: Heuer stated it went to Sikich for review; Kenney will reach out to them on status.
 - FOP & Sikich Recommendation – IE: Retiree Insurance: Kenney is still waiting on the response.
4. Old Business
 - Sikich Staff Study Draft Report: Gouker is still waiting for more information.
 - Performance Review Format for Appointed Department Head: Kenney would like everyone to think about it. Bergstrom asked what the purpose of the review is; will there be repercussions. Kenney stated it will be treated like any other job; there may be disciplinary/termination actions. Smith voiced his support of merit increases for all.
 - County Administrator: None
 - Part-time Administrative Assistant for County Board: None
 - Marijuana Policy: Kenney stated our policy is still good at this time. Corbitt voiced her concern on the policy verbiage.
 - Supervisor of Assessment – Salary Adjustment for Office Staff: Magnuson distributed information; she has been to the Committees numerous times. She went through the handouts. Magnuson stated her request will not cause an impact on her budget. Smith stated the new Assessor should review it and make the decision. Kenney stated there has not been any action taken from any of the Committees. Finfrock asked if this was presented in the proposed budget; yes. Discussion continued. Finfrock stated her Committee needs to act on it; Corbitt agreed. Motion by Smith to lay over until the new Dept. Head is in office. Motion failed due to lack of second. Motion by Corbitt to pass this on to the Finance Committee for consideration, 2nd by McLester. Motion carried.
5. Closed Session: None

6. Public Comment: County Clerk Cook voiced her concern with the Appointed Dept. Head performance review; she feels that their Committees should do the review. Cook also commented that having a County Administrator would help with these issues; Circuit Clerk Stahl agreed. Finfrock agreed. Corbitt's biggest concern is who is qualified to do the reviews. Tyler does not think a review will solve the problems; internal audits would be more beneficial.
7. Adjournment: With no further business, Chairman Kenney adjourned the meeting. Time: 8:57 a.m.

Respectfully submitted,
Tiffany O'Brien

Justified Wage Increase for 2018.

- Attached change of workload of staff.
- Adjustment of Wages per Department Head under an approved budget. (Page 35 Policy Manual)
- Copy of August 19, 2019 request letter.
- Ample Salary Monies in budget to cover request.
- Memo showing reason for request of increase wages.
- Illinois Equal Pay Act of 2003

Minutes from Personnel and Salary Committee proving request of salary request.

June 11, 2019

August 13, 2019

Minutes from Supervisor of Assessments and Planning and Zoning Committee:

June 11, 2019

Ogle County Assessment Office

Note: (Prior to 2019 five people in the office.)

Tricia Black 15 years in the Assessment Office

Job Description:

- Answer Phone
- Wait on Counter – Answer Customers' questions – regarding Taxes, assessments, exemptions, property lines.
- Log in weekly deeds.
- Sort deeds with Real estate tax declarations- and determine splits from transfers- pin numbers
- Give to mapping to verify legals, get transfer back and verify Grantors and Change ownership of the parcels.
- File deeds.
- File real estate transfer for our records.
- Produce Sales Reports for General public/ residential and Ag. reports
- Process Real Estate transfer declarations to mail to Dept. of Revenue. (Transfer Declarations have to be coded to verify use, and then used in the Sales Ratio Study, which then tells what level of assessment the different township assessors need to assess at to get to 33.33 for the year, which then transfer to a 1.000 factor to the county from the state.)
- 2018 – Process all real estate transfer declarations (now Revenue uses My Dec system, which Tricia went to Class for to entry tax declarations into the State online system. All Real estate tax declarations must be entered into the My Dec system, and the paper declarations still need to mailed to revenue. (Adds one to two hours a week of work.)
- Process and file current year exemptions (7) plus rentals. Keep prior years and next tax year updated in the system of the exemptions that are renewed. Usually we work in three years at a time. Mail the renewal forms exemptions, do address Changes for tax bills, as well as, mortgage address update for tax bills.

2019 – (Three people in the office)

- Answer Phones, Wait on counter – (increased time needed for this due to lack of people in the office.
- Login Weekly deeds.
- Sort deeds, now *verify legals* and decide what is to be split or transferred.
- Enter Transfers and sales.
- Prepare and login in Splits for mapping (GIS), then when mapping is done she processes the new information. Old parcels are retired and new parcels with owners and tax information is entered, i.e.: acres, taxing districts, use.

- She then passes information to Carol for Assessments (special program for farmland only licensed on Carol's computer from Bruce Harris & Associates). Deeds are processed and given to Shelley to verify info and then she files deeds and Real Estate Transfer Declarations after they have been entered in the computer and My dec system, and paper declarations are mailed in each month.
- Process Exemptions that are renewed annually. (5) Now and then filed. Keep prior years and file next year's exemptions until able to be entered. Mail exemptions – 4 are mailed out each year.
- Address Changes for tax bills.
- Site address updated – sent from zoning for entering.
- Mortgage address.
- When bills are mailed process the returned bills and correct address so that bills can be resent.
- Help review tax bills to determine if they need to be adjusted.
- Mail sales records.
- Help prepare any mailings done from the office. (Reassessment notices – usually done by the whole office to get ready for mailing.

Ogle County Assessment Office

Shelley Morrison – Three years assessment office.

(Prior experience – working in the Records' Office)

2018 and prior years. (Five people)

- Answer phone – Main person
- Wait on customers – Main person
- Answer e-mails and billing for requests for farm cards, parcel reports, etc.
- Enter Exempt properties in the computer and file (done annually)
- Enter Mortgage address changes
- Get voter list and enter senior exemptions.
- File deeds and Real Estate Tax Declarations.
- Answer requests from zoning on creation dates.

2019 (three people only.)

- Answer phones
- Wait on Customers at the counter
- Answer e-mails and billing for requests
- Printing, mailing, and entering total exemptions.
- Enter mortgage address changes.
- Get voter list and enter senior exemptions
- Enter Senior Freeze exemptions and file.
- File deeds and real estate tax Declarations.
- Answer requests from zoning on creation dates.
- Enter mobile home information into computer and file.
- Enter zoning permits into computer and file.

Note: Duties will increase as transition in the office occurs.

SECTION 4 - COMPENSATION

4-A. Staffing and Compensation Mission Statement

Good government starts with a professional staff. The County's philosophy embodies the following mission: The County will provide an atmosphere of sincere, people-oriented management and a quality work environment; opportunities for career development, advancement and job enrichment; opportunities for employee participation in the decision-making process; opportunities for employees to utilize their talents; and offering a compensation/fringe benefit plan which is affordable, competitive and equitable. With the intent of achieving this mission, the County operates under the following staffing and compensation goals:

- Employees will be chosen based on their knowledge, skills and ability to perform the work.
- The County is an equal opportunity employer with a diverse staff that values diversity in the work place and in the community.
- The County organization strives for adequate staffing, only employing the minimum amount of staff necessary to provide responsive and efficient service.
- The County will attempt to structure pay scales for County employees that are competitive with the regional labor market for county governments with similar tax bases and for county positions with similar responsibilities.
- The County will attempt to maintain wage parity among all County positions, both union and non-union staff.

4-B. Compensation Plan

Starting wages and base salaries for all non-represented positions are established by the Department Head according to job level classification plans approved and amended by the County Board from time to time. Starting wage exceptions are determined by individual Department Heads based on discretion allowed within the established pay range per job classification and approved budget.

Annual salary adjustments are determined by the Department Head subject to the departmental budget approved by the Ogle County board and the Board of Health.

4-C. Time Sheet Recording Policy (Exempt & Non-Exempt Employees)

The County will comply with Department of Labor (DOL) standards relative to time keeping. Accurately recording time worked is the responsibility of every employee. Federal and state laws require the County to keep an accurate record of time worked in order to calculate employee's pay and benefits.

Altering, falsifying, or tampering with time records, or recording time for another employee's time record may result in disciplinary action, up to and including, termination of employment.

It is the employee's responsibility to sign his/her time records to certify the accuracy of all time recorded. This may include utilizing electronic signatures. If there is an error in a time record, the

August 19, 2019

I am directing the County Clerk's Office to increase the salary of:

Trisha Black from \$31,958.12 to \$36,958.12.

Shelley Morrison from \$25,353.73 to \$30,353.73.

This increase to be effective as of 12-1-2018.

This increase of salary lies within the confines of my budget for the 2019 year.

Sincerely

Carol M. Magnuson

My Office.... Shelley.... \$13.93 per Hr started 06-16 (Shelley left recorders in 2008 at \$23,000 – now \$25,353.

Tricia \$17.55 per Hr. started 10-04

Clerk's Office Recent Hires

S. Thompson - 16.05 per Hr. started 10-15-2018

R. Duke.... 17.42 per Hr. started 10-2017

New pt Hire \$14.00 to \$15.00 to then be full time...

New pt Hire Treasurer's \$14.00 per hr.

Illinois recently passed changes to the Illinois Equal Pay Act (EPA) of 2003, which became effective on January 1, 2019. I will go over the most important changes in this article.

What is the Illinois Equal Pay Act (EPA) of 2003?

The EPA says employers cannot pay men and women differently for the same or substantially similar work. This includes work that is done in similar conditions. It also includes jobs that require equal skill, effort, and duties.

It is OK to pay men and women differently if it is due to one of the following:

- a seniority system,
- a merit system,
- a system that measures earnings by quantity or quality of production, or
- some other reason that isn't sex (or another protected class)

Personnel and Salary Committee
Tentative Minutes
June 11, 2019

1. Call Meeting to Order: Chairman Kenney called the meeting to order at 8:00 a.m. Present: Corbitt, Heuer, Finfrock, McKinney and McLester. Others: Director of Court Services Cindy Bergstrom, Interim Assessor Carol Magnuson, Circuit Clerk Kim Stahl and Typer. Absent: Smith.
2. Approval of Minutes – May 14, 2019 - Motion by McKinney to approve the minutes as presented, 2nd by Corbitt. Motion carried.
3. New Business
 - Court Services Request for Probation Officer: Bergstrom informed the Committee that she has had a resignation of an Adult Probation Officer; it is a much-needed union position. It is partially reimbursed by the State. The position handles about 80-100 pre-trial cases along with the normal caseload. The salary would be lower than the previous employee. Kenney asked if her Committee was aware of it; Bergstrom stated she was not at last month's meeting however, the Chairperson is aware. Motion by Heuer to recommend filling the vacancy, 2nd by McLester. Motion carried.
 - Supervisor of Assessment Possible New Hire: Magnuson stated her retirement is getting closer and they cannot operate with only 2 employees. She is asking for an increase in current salaries along with a part-time position that will eventually turn into full-time. The job duties of the current employees have changed drastically since their hire dates. Magnuson cited a paragraph from the Equal Pay Act. Finfrock questioned her retirement date; Magnuson stated she hasn't set a date yet but would still need time to train someone. Assessment values need to be in by end of September. Kenney asked if she has spoken to her Committee. Magnuson stated she has not; she thought the process was to start with the Personnel Committee. Kenney recommended that Magnuson start with her Committee and see how they want to handle it. Heuer stated it does go to the Committee first then to Personnel with a recommendation. Corbitt would like time to look over the information before making a decision. Kenney would like to see valid job descriptions for the staff. Corbitt asked when she would like to see the increases effective; Magnuson stated she would like it effective January 2019. Finfrock asked when the part-time position would go full-time, when Magnuson retires. Kenney reminded Magnuson to go before her Committee then come back to them.
 - Yearbook Review: Heuer read the description; discussion was held regarding job descriptions and personnel reviews of Appointed Dept. Heads. Consensus of Committee to leave as is.
4. Old Business
 - CIRMA Training: A memo has been sent out to the Dept. Heads.
 - Sikich Staff Study Draft Report: None
 - Performance Review Format for Appointed Department Head: Corbitt stated she has had a difficult time getting copies of personnel reviews from other counties. Bergstrom has one that she will forward to Committee and they can change it to meet their wants.

- County Administrator: None
- Part-time Administrative Assistant for County Board: Kenney stated this position is in the budget according to the Finance Chairman.
- Department Head Salary Adjustment: Kenney stated there is money in the contingency line for the IT Dept. Manager increase along with the IT Assistant position. Corbitt questioned if it was in the IT budget, not contingency. Heuer stated the IT Committee has not discussed hiring an assistant position.
- Salary Range for Existing Position: None
- Heuer suggested they contact Sikich regarding the recreational marijuana law that has recently been passed. Discussion was held regarding the current drug free policy.

5. Closed Session: None

6. Public Comment: None

7. Adjournment: With no further business, Chairman Kenney adjourned the meeting. Time: 8:55 a.m.

Respectfully submitted,
Tiffany O'Brien

Personnel and Salary Committee
Tentative Minutes
August 13, 2019

1. Call Meeting to Order: Chairman Kenney called the meeting to order at 8:00 a.m. Present: Corbitt, Finfrock, Heuer, McKinney, McLester and Smith. Others: Solid Waste Director Steve Rypkema, Director of Court Services Cindy Bergstrom, Interim Assessor Carol Magnuson and Circuit Clerk Kim Stahl.
2. Approval of Minutes – July 9, 2019 - Motion by McKinney to approve the minutes as presented, 2nd by Finfrock. Motion carried.
3. New Business
 - Probation Department – Part-time Position Request: Bergstrom is seeking a part-time male drug-testing technician; they previously had a part-time position that did these duties as well as other duties for Focus House. With the separation of Focus House and Probation, that position went to Focus House and left a void. Probation currently has 9 female and 2 male Probation officers. Bergstrom would like to hire a part-time person that has medical or law enforcement background. Bergstrom suggested 20-25 hours a week. Discussion was held regarding hours, benefits and salary. Motion by McKinney to approve the position with hours and benefits to be determined, 2nd by Finfrock. Motion carried.
 - Policy Manual “Sign Off”: Kenney stated the marijuana policy review is done. Sikich is reviewing the request of having an Appointed Dept. Head sign off on manual.
 - FOP & Sikich Recommendation – IE: Retiree Insurance: Heuer stated the Sheriff’s union contract removed the health insurance clause for retirees and it is still in manual for non-union employees. Kenney stated he sent that into Sikich as well.
4. Old Business
 - CIRMA Training: Magnuson is still waiting for more information.
 - Sikich Staff Study Draft Report: None
 - Performance Review Format for Appointed Department Head: None
 - County Administrator: Kenney stated nothing will happen until the jail project is complete.
 - Part-time Administrative Assistant for County Board: Finfrock stated there has been no applicants.
 - Supervisor of Assessment Office - New Hire Request: None
 - Marijuana Policy: Waiting on Sikich.
5. Closed Session: None
6. Public Comment: Magnuson informed the Committee that she is very disappointed with her salary increase request for her employees; the money is already in the budget. She is also disappointed with her budget meeting; they felt that the request is not fair. Her opinion is that their salaries should be comparable to others. Kenney stated there was no recommendation from Finance; Magnuson stated it was discussed then dropped. Finfrock

asked if there was a recommendation from her Committee, Magnuson stated Janes took it from her Committee to Finance Committee. Magnuson stated the money is there in her budget; Corbitt stated the Finance Committee needs to discuss it. There was no discussion at all by Finance.

Kenney asked Rypkema and Ciesiel to revise the salary schedule from 2010. Rypkema explained their work; this table does not show union salaries or actually salaries. Kenney stated this will be on the agenda next month and he will forward the information on to Finance Chairman Sparrow as well.

7. Adjournment: With no further business, Chairman Kenney adjourned the meeting. Time: 9:00 a.m.

Respectfully submitted,
Tiffany O'Brien



SUPERVISOR OF ASSESSMENTS AND
PLANNING & ZONING COMMITTEE
of the
OGLE COUNTY BOARD

**SUPERVISOR OF ASSESSMENTS AND
PLANNING & ZONING COMMITTEE REPORT
JUNE 11, 2019**

The regular monthly meeting of the Supervisor of Assessments and Planning & Zoning Committee of the Ogle County Board was held on Tuesday, June 11, 2019 at 10:00 A.M. in the Old Ogle County Courthouse, Third Floor County Board Room #317, 105 S. Fifth St., Oregon, IL.

The Order of Business is as follows:

1. ROLL CALL AND DECLARATION OF A QUORUM

Chairman Janes called the meeting to order at 10:00 A.M. Roll call indicated all six members of the Committee were present: Rick Fritz, Dan Janes, Wayne Reising, Lyle Hopkins, Stan Asp, and Bruce McKinney. Mr. Janes declared a quorum. Tom Smith was absent.

2. READING AND APPROVAL OF REPORT OF MAY 14, 2019 MEETING AS MINUTES

Mr. Janes asked for a motion regarding the report of the May 14, 2019 regular meeting. Mr. McKinney made a motion to approve the report as presented. Seconded by Mr. Asp. The motion to approve carried by a voice vote.

3. REVIEW AND APPROVAL OF CLOSED MINUTES PER 5 ILCS 120/2 © (21) (IF NEEDED)

- Approval of Closed Minutes (if needed)

There were no closed minutes for approval.

SUPERVISOR OF ASSESSMENTS PORTION OF MEETING:

4. CONSIDERATION OF MONTHLY BILLS OF SUPERVISOR OF ASSESSMENTS, AND ACTION

Ms. Magnuson presented the monthly bills to the Supervisor of Assessments for consideration. Mr. McKinney made a motion to approve the payment of the bills in the total amount of \$523.58; seconded by Mr. Fritz. The motion to approve carried by a voice vote.

5. OLD BUSINESS

Mr. Janes stated there are two candidates for the Supervisor of Assessments position. State testing will be held on June 18, 2019.

6. NEW BUSINESS

Ms. Magnuson stated that she met with the Personnel & Salary committee this morning regarding the hiring of a part-time person for \$14.00 to \$15.00 per hour to be trained for the position she vacated when she was appointed the interim Supervisor of Assessments. Ms. Magnuson stated that she will be retiring in the coming months, and would also would like to correct some wage discrepancies that are within the Supervisor of Assessments Department. Ms. Magnuson stated that she was told at that meeting that this request needs to start with this Committee.

Discussion ensued. Committee consensus was that this topic would be discussed at the Executive Committee to determine an appropriate course of action.

PLANNING & ZONING PORTION OF MEETING:

7. CONSIDERATION OF MONTHLY BILLS OF PLANNING & ZONING DEPARTMENT, AND ACTION

Mr. Reibel presented the monthly bills of the Planning & Zoning Department for consideration. Mr. Hopkins made a motion to approve the payment of the bills in the amount of \$783.11; seconded by Mr. McKinney. The motion to approve carried by a voice vote.

8. OLD BUSINESS (CONSIDERATION AND POSSIBLE ACTION)

There was no old business for consideration.

9. NEW BUSINESS (CONSIDERATION AND POSSIBLE ACTION)

There was no new business for consideration.

10. MOBILE HOME APPLICATIONS (CONSIDERATION AND POSSIBLE ACTION)

There were no mobile home applications for consideration.

11. SUBDIVISION PLATS (CONSIDERATION AND POSSIBLE ACTION)

"Elwood Estates" Preliminary & Final Plat (Ref: 4-15AM - CB approved 8/18/15 & 6-17AM - CB approved 12/19/17)

Common Location: 14408 E. Gurler Rd., Section 36, Flagg Township
Proposed Number of Lots: Two (2)
Developer: Brandi N. & Jeffery C. Johnson
Surveyor/Engineer: Survey-Tech

Mr. Reibel reviewed the subdivision plat with the Committee and stated his recommendation for approval of both the preliminary and final plat. The Health & Highway departments have also recommended approval of both plats.

Mr. Reising made a motion to approve "Elwood Estates" Preliminary Plat; seconded by Mr. Fritz. Motion carried via voice vote.

Mr. McKinney made a motion to approve "Elwood Estates" Final Plat; seconded by Mr. Asp. Motion carried via voice vote.

12. REFERRAL OF NEW PETITIONS TO THE ZONING BOARD OF APPEALS FOR PUBLIC HEARING

#4-19 AMENDMENT ~ THREE B'S USED AUTO PARTS, INC. % Steven Boho, 14035 E. IL Rte. 72, Davis Junction, IL for an Amendment to the Zoning District to rezone from B-1 Business District to I-1 Industrial District:

Part of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of Section 24, T42N, R1E of the 3rd P.M., Scott Township, Ogle County, IL, 12.0 acres, more or less

Property Identification Number: 11-24-100-005

Common Location: 14035 E. IL Rte. 72

#6-19 SPECIAL USE ~ Three B's Used Auto Parts, Inc, Steven J. Boho, President, 14035 E. IL Rte. 72, Davis Junction, IL for a Special Use in the I-1 Industrial District to allow a junkyard (auto recycling, scrap processing, salvage, auto sales) on property described as follows and owned by the petitioner:

Part of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4); and part of the Northwest Quarter (NW1/4) of the Southwest Quarter (SW1/4) of Section 24, T42N, R1E of the 3rd P.M., Scott Township, Ogle County, IL, 18.39 acres, more or less

Property Identification Number: 11-24-100-005 & 11-24-300-013

Common Location: 14035 E. IL Rte. 72

#6-19 VARIATION ~ Richard W. & Kirstin B. Ellis, 10950 E. Flagg Rd., Rochelle, IL for a Variation to allow the construction of an addition to an existing accessory building one (1) foot from a side property line in lieu of 15 feet as required pursuant to the *Ogle County Amendatory Zoning Ordinance* on property described as follows and owned by the petitioners:

Part of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) and part of the Northeast Quarter (NE 1/4) of the Southeast Quarter (SE 1/4) of Section 17 Township 40 North, Range 1 East of the 3rd P.M., Flagg Township, Ogle County, IL, 1.40 acre, more or less

Property Identification Number (PIN): 24-17-400-010

Common Location: 10950 E. Flagg Rd.

Mr. McKinney made a motion to refer the above petitions to the ZBA for public hearing; seconded by Mr. Asp. The motion carried via voice vote.

13. OTHER BUSINESS (CONSIDERATION AND POSSIBLE ACTION)

Request of SunVest New Energy, LLC d/b/a SV CSG Davis Junction1, LLC for a 12-month extension of #8-18SU approved by the Ogle County Board on June 19, 2018

Property Identification Number: 11-15-200-016 & 11-15-200-010

Common Location: 6500 Block of N. Junction Rd.

Mr. Reibel stated SunVest Solar submitted a letter in May requesting to be on this agenda to request an extension of the Special Use that was approved June 19, 2018, and the Planning & Zoning Department staff failed to place the extension request on the agenda. Mr. Reibel stated that the Committee has two options: 1) hold a special meeting before next Tuesday to consider the extension; or 2) act on the extension request at next month's meeting in consideration of the fact that the extension request was made in a timely manner. Discussion ensued. Mr. Bill French of SunVest Solar was present and stated although this site was not chosen in the state lottery, we would like to keep the special use in effect for another year in case the state makes

any changes. Discussion ensued, and it was the consensus of the Committee that a special meeting will be held on Tuesday, June 18, 2019 at 5:00 P.M. in Courthouse Room #100 to consider the request of SunVest for an extension of Special Use No. 8-18SU.

Committee Discussion: Recreational Cannabis (HB1438 - Cannabis Regulation and Tax Act)

Mr. Reibel informed the Committee that HB1438, which will legalize the sale, possession, etc. of cannabis in the State of Illinois, has been passed by the Illinois House and forwarded to the Governor for signature, which has yet to take place but appears to be imminent. After the Governor signs the bill, there will be and administrative rules making process that will take five to six months before the Illinois Department of Agriculture may process applications for growing facilities. Mr. Reibel further stated that he has already had an inquiry regarding making application for a special use for a "craft growing facility", and believes that the growing and processing of recreational cannabis needs to be addressed in the zoning ordinance. Mr. Reibel asked the Committee what their thoughts are regarding what zoning districts cannabis growing facilities should be allowed in, and whether they should be a permitted or special use. Mr. Reibel stated that Joshua Zumdahl is present, and is the person who has inquired regarding a craft growing facility.

Mr. Janes asked Mr. Zumdahl to comment, and Mr. Zumdahl explained that he is proposing to operate a craft growing facility from a 2,200 square feet accessory building on his property that is located in Castle Rock Estates south of Oregon off of Penn Corner Road west of IL Route 2. Mr. Zumdahl explained that the facility would be a fully organic growing system utilizing solar power; everything will be done inside and we will use carbon filters to control any smell; we will also install fencing and security cameras on site.

Discussion ensued. Mr. Reibel suggested that this topic be an agenda item for next month's meeting, and that he present to Committee with specific recommendations at that meeting for further discussion and consideration. The Committee agreed.

14. PUBLIC COMMENT

There was no public comment.

15. ADJOURN

Mr. Janes declared the meeting adjourned at 10:47 A.M. A special meeting will be held on Tuesday, June 18, 2019 at 5:00P.M. in Room #100 of the Ogle County Courthouse. The next regular monthly meeting of the Supervisor of Assessments and Planning & Zoning Committee will be held on Tuesday, July 9, 2019 at 10:00 A.M.

Respectfully submitted,



Michael Reibel
Planning & Zoning Administrator



SUPERVISOR OF ASSESSMENTS AND
PLANNING & ZONING COMMITTEE
of the
OGLE COUNTY BOARD

SUPERVISOR OF ASSESSMENTS AND
PLANNING & ZONING COMMITTEE
SPECIAL MEETING REPORT
JUNE 18, 2019

A special meeting of the Supervisor of Assessments and Planning & Zoning Committee of the Ogle County Board was held on Tuesday, June 18, 2019 at 5:00 P.M. in the Old Ogle County Courthouse, First Floor Conference Room #100, 105 S. Fifth St., Oregon, IL.

The Order of Business is as follows:

1. ROLL CALL AND DECLARATION OF A QUORUM

Chairman Janes called the meeting to order at 5:00 P.M. Roll call indicated six members of the Committee were present: Rick Fritz, Dan Janes, Tom Smith, Wayne Reising, Stan Asp, and Bruce McKinney. Mr. Janes declared a quorum. Lyle Hopkins was absent.

2. DECISIONS

Request of SunVest New Energy, LLC d/b/a SV CSG Davis Junction1, LLC for a 12-month extension of #8-18SU approved by the Ogle County Board on June 19, 2018

Property Identification Number: 11-15-200-016 & 11-15-200-010

Common Location: 6500 Block of N. Junction Rd.

Janes explained the request for consideration. Discussion ensued regarding the conditions of approval of the Special Use.

Reising moved to approve an extension of the Special Use for one year; the motion was seconded by McKinney.

Smith asked if the new conditions that the County Board adopted in January will apply if this extension is approved. Discussion ensued.

McKinney moved to amend the original motion by replacing the extension period of one year with three months; the motion was seconded by Reising. The motions passed unanimously via roll call vote.

Mr. Janes asked for a roll call vote on the original motion as amended. The original motion as amended passed unanimously via roll call vote.

3. PUBLIC COMMENT

There was no public comment.

4. ADJOURN

Mr. Janes declared the meeting adjourned at 5:25 P.M. The next regular monthly meeting of the Supervisor of Assessments and Planning & Zoning Committee will be held on Tuesday, July 9, 2019 at 10:00 A.M.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michael Reibel".

Michael Reibel
Planning & Zoning Administrator