RESOLUTION 2019-0701

Whereas, the Ogle Board Chairman has received a notice of resignation from Ernie Richards, a member of the Lost Lake River Conservancy District;

NOW, THEREFORE, BE IT RESOLVED that the Ogle County Board does officially accept said resignation.

Accepted by the Ogle County Board on July 16, 2019.

Kim P. Gouker
Ogle County Board Chairman

Laura J. Cook
Ogle County Clerk
DUE TO THE WORK I AM DOING TO GET MY HOUSE READY TO SELL - I DON'T HAVE THE TIME TO FULFILL MY OBLIGATIONS AS A BOARD MEMBER. I WILL BE LEAVING LOST LAKE SOMETIME THIS YEAR.

I THINK IT IS APPROPRIATE AT THIS TIME TO RESIGN AS A MEMBER AT-LARGE FROM THE RD D - LOST LAKE - OGLE COUNTY.

Ernie Richards
OGLE COUNTY INFORMATION TECHNOLOGY (IT) DEPARTMENT
INTERFACE AND PROTOCOL GUIDELINE

In effort to optimize IT performance, management, resourcing and cost for Ogle County, this interface and protocol agreement defines the IT County governance, oversight, support, and performance responsibilities between Ogle County IT Department and County Government Offices pertaining to all Information Technology (IT) support and conduct for the day to day and strategic IT needs for the County. Additionally, this guideline ensures that all required protocols and governance are in place to adequate protect the oglecounyt.org (Ogle County Domain) and associated IT resources from misuse and protection against cybersecurity infiltration and attacks.

Implicit in the business support of Ogle County Government Offices the intent of the Ogle County IT Department is to support the needs of the various Ogle County Government Offices to include-but not limited to

- Elected Offices, Governed by the voters, not the County Board
  - Circuit Clerk
  - Sheriff
  - County Clerk
  - Treasurer
  - State's Attorney's Office
  - Judicial Offices
  - Coroner's Office

- Appointment Offices, Appointed and Governed by the County Board
  - Assessment Office
  - Animal Control
  - Highway Department
  - Health and Welfare/Solid Waste
  - Planning and Zoning
  - Solid Waste
  - Emergency Management

- Non County Governed Offices
  - GIS
  - Ogle County Health Department
  - Regional Board of Education
  - FOCUS House
  - 911
• Network only Users
  o Hospice
  o Leaf River Communications

The following Digital Technology Software and Services (DTS&S) Products or conditions are also covered by this interface:

• New Procurement of IT Hardware and Networking Software
• Development and Strategic Applications
• Maintenance
• Upgrades
• Retirement of Computer Products—Hardware and Software associated with County Assets
• Software, Enterprise Applications and Productivity Tools.
  o Access
  o Excel
  o PowerPoint
  o Word
  o Web Tools
  o Etc.

Ogle County IT Department Responsibilities

Collaborate jointly with Ogle County Offices in the identification of strategic Information Technology in support of major initiatives/projects to optimize conduct, efficiency, security and performance of Ogle County Offices.

Ensure that no administrative rights shall be granted to any server or workstation on the Ogle County domain, without the County IT Managers’ recommendation and approval with a possible background clearance.

All contractors will provide proof of background checks for employees.

Approves all County IT Hardware and Software requests, emergency needs related to, supporting county, offices related activities, and any changes associated with these goals.

Identify and resolve all IT Hardware and Software conditions impacting performance for Ogle County Government offices.

Participate in industry IT forums and associated IT and Software user groups on behalf of Ogle County Government Offices.

Provide needed oversight, management and governance for any Quality Assurance related activates related to the creation, acquisition, and the enhancement of computer software systems that support operational requirements for County.
Collaborate with Ogle County Offices to identify major initiatives and projects to optimize government offices efficiencies and day-to-day needs.

Approve and expeditiously resolve IT maintenance needs including procurement and sourcing of IT Hardware and Software related needs.

**Ogle County IT Government Offices Responsibilities**

Utilize County IT Department for all day-to-day and strategic IT Needs.

Collaborate jointly with Ogle County IT Department in the identification of strategic Information Technology in support of major initiatives/projects to optimize conduct, efficiency and performance of Ogle County Government Offices.

Enforce that no device connects to the network without the prior approval of the County IT Manager.

Oversee that any procurement of IT Software and Hardware needs are reviewed and signed off by County IT Manager prior to purchase. This will ensure adequate integration and cybersecurity threat potentials are address.

Support all Server configuration and Licensing will be the responsibility of the County IT Department. (This prevents defaulting on licensing, patches, updates, cybersecurity issues).

Understand that whether the County or the Department owns the server(s), the County is administrator of all servers and operating systems that access the Ogle County Domain and has the un-delegable responsibly to ensure adequate cybersecurity for the Ogle County Network.

Local PC Administrative Rights may be given to someone within a County Government Office only with the County IT Manager’s approval.

No one within a Department or Divisions of County shall assign administrative rights to another employee without the County IT Manager’s approval.

Protocol contact to ensure escalation of any performance issues when not addressed in a timely manner.
- IT Department Manager
- IT Committee Member(s)
- County Board Chair
### Definitions

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domain</td>
<td>Manages access via centralized resource or service. Allows external and internal access to the internet and local servers, computers, and devices. Domain: ogle.local</td>
</tr>
<tr>
<td>Network</td>
<td>Fiber and Ethernet cable that connects building and departments together</td>
</tr>
<tr>
<td>Server</td>
<td>A computer that serves various kinds of information to a user or Client machines. Shares and secures files, and gives access to Peripheral equipment such as printers</td>
</tr>
<tr>
<td>Computer</td>
<td>A client machine connects to a central system and can process information</td>
</tr>
</tbody>
</table>

R-2019-0707 was presented and approved before the Ogle County Board on July 16, 2019.

Kim P. Goosker, Ogle County Board Chairman  
Laura J. Cook, Ogle County Clerk
R-2019-0703

Resolution to Authorize Judicial Annex Capital Expense Bills

WHEREAS, on July 16, 2019, the Ogle County Board reviewed a summary of proposed Jail Facility Capital expenses;

NOW THEREFORE, BE IT RESOLVED, that the Ogle County Board authorizes payment of Long Range invoices for the following:

<table>
<thead>
<tr>
<th>VENDOR NAME</th>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gilbane</td>
<td>Construction Management Services - June 2019</td>
<td>$ 826,602.30</td>
</tr>
<tr>
<td>City of Oregon</td>
<td>Water Meter &amp; Flange Kit -Judicial Annex</td>
<td>$ 4,570.94</td>
</tr>
<tr>
<td>LeJar Building Fund</td>
<td>Lease Payment - 313 W. Washington St., Oregon, August, 2019</td>
<td>$ 1,200.00</td>
</tr>
<tr>
<td>Hellmucht, Obata &amp; Kassabaum, Inc</td>
<td>Invoice #12 Professional Services through April 20, 2019 - Construction Administration</td>
<td>$ 10,878.19</td>
</tr>
<tr>
<td>Hellmucht, Obata &amp; Kassabaum, Inc</td>
<td>Invoice #13 Professional Services through June 28, 2019 - Construction Administration &amp; Reimbursable Expenses</td>
<td>$ 16,140.74</td>
</tr>
<tr>
<td>Martin &amp; Company Excavating, Inc</td>
<td>Final pymt for public utility relocation project on 6th St and Jefferson St.</td>
<td>$ 19,662.09</td>
</tr>
<tr>
<td>Willett Hofmann &amp; Associates Inc</td>
<td>Professional Services May 15, 2019 - June 1, 2019: Construction Observation &amp; Staking</td>
<td>$ 536.25</td>
</tr>
<tr>
<td>Testing Service Corporation</td>
<td>Engineering Services - June 2019</td>
<td>$ 12,070.00</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td></td>
<td><strong>$ 891,660.51</strong></td>
</tr>
</tbody>
</table>

Presented and Approved at the July 16, 2019 Ogle County Board Meeting.

Kim P. Gouker, Ogle County Board Chairman
Laura J. Cook, Ogle County Clerk
### Architect Bulletin 

<table>
<thead>
<tr>
<th>Bulletin</th>
<th>ASI No.</th>
<th>Gilbane No.</th>
<th>Issue Date</th>
<th>Description</th>
<th>Attachments</th>
<th>Gilbane Response</th>
<th>Owner Approval</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>-</td>
<td>BT-00022</td>
<td>4/15/19</td>
<td>Department of Corrections Changes (NTE: $100,000.00)</td>
<td>Bulletin #1</td>
<td>7/6/19</td>
<td>$100,218.00</td>
</tr>
<tr>
<td></td>
<td>3R1</td>
<td>-</td>
<td>6/5/19</td>
<td>IT Changes (NTE: $15,000.00)</td>
<td>Bulletin #3R1</td>
<td>7/6/19</td>
<td>$8,950.00</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>6/10/19</td>
<td>Synthetic Siding in Lieu of Standing Seam Metal</td>
<td>None</td>
<td>7/6/19</td>
<td>-$56,950.00</td>
</tr>
<tr>
<td></td>
<td>4R1</td>
<td>-</td>
<td>5/29/19</td>
<td>Door &amp; Hardware Revisions</td>
<td>Bulletin #4R1</td>
<td>Gilbane Estimate</td>
<td>$15,000.00</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>6/13/19</td>
<td>319 Hayward Baker Allowance Credit</td>
<td>None</td>
<td>6/13/19</td>
<td>$10,000.00</td>
</tr>
<tr>
<td></td>
<td>-</td>
<td>-</td>
<td>6/13/19</td>
<td>Steel Joint Bearing Plate Credit (double purchase)</td>
<td>None</td>
<td>6/13/19</td>
<td>$1,030.00</td>
</tr>
<tr>
<td>7</td>
<td>-</td>
<td>BT-00016</td>
<td>6/20/19</td>
<td>Mechanical &amp; Plumbing Coordination Revisions</td>
<td>Bulletin #7</td>
<td>7/6/19</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Approved Change Orders:** $0.00

**Contingency Amount:**

- **Original Construction Contingency:** $828,818.00
- **Approved Change Orders:** $119,845.00  14.44%
- **For Approval Change Orders:** -$53,262.00  -6.42%
- **Estimated Change Orders:** $0.00  0.00%
- **Remaining Contingency:** $763,236.00  91.99%

**Potential Change Items:** -$10,000.00

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*Note: Credit amount for approval (-$53,262.00) includes the $218 cost overwrite on Bulletin #1 (BT-00002)*

**Presented at the Ogle County Board Meeting on July 16, 2019.**

**Kim P. Gouker, Ogle County Board Chairman**

**Laura J. Cook, Ogle County Clerk**
RESOLUTION 2019-0705
RESOLUTION FOR CONTRACTING CPR TRAINING AND TO OFFER SUCH TRAINING FOR OGLE COUNTY EMPLOYEES, AS DETERMINED BY EACH DEPARTMENT

WHEREAS, the government of the County of Ogle, State of Illinois, has a responsibility of certain and specific duties for the good of the public welfare of its citizens, and such responsibility being vested with the County Board of the County of Ogle, and

WHEREAS, it is the desire of the Ogle County Board that its employees work in a workspace that is safe and healthy as possible, and

WHEREAS, the Executive Committee has discussed the importance and safety of providing CPR training to as many employees as possible, in order to prepare for incidents that may suddenly arise in their office with either fellow employees or county residents that may be present for regular county services, and

WHEREAS, CPR training is not intended to provide full medical emergency services but to assist ailing individuals until professional emergency personnel may arrive, and

WHEREAS, at its July 9, 2019 meeting, the Executive Committee has recommended that Ogle County contract with Northern Illinois CPR and First Aid to provide CPR training, at a cost of $30 per employee trained, for each of those departments that do not already have regular CPR training for their employees.

NOW, THEREFORE BE IT RESOLVED, by the County Board of Ogle County, State of Illinois, on this 16th day of July, 2019, to contract with Northern Illinois CPR and First Aid to provide CPR training to Ogle County employees of those departments as approved by the respective department heads.

Attest:

Laura J. Cook
Ogle County Clerk

Kim P. Gocker
Chairman, Ogle County Board
RESOLUTION 2019-0706
RESOLUTION FOR ADOPTING POLICY TO ALLOW REMOTE ATTENDANCE AT OGLE COUNTY COMMITTEE MEETINGS

WHEREAS, the government of the County of Ogle, State of Illinois, has a responsibility of certain and specific duties for the good of the public welfare of its citizens, and such responsibility being vested with the County Board of the County of Ogle, and

WHEREAS, the Ogle County Board believes it is in the best interest of its residents and taxpayers that the fullest participation and attendance in all County Board Committee meetings be achieved whenever possible; and

WHEREAS, according to Illinois statutes and the Open Meetings Act, the use of electronic conferencing for meeting attendance and voting requirements, at least in some governmental meetings, is permissible so long as the meeting is conducted in accordance with the open meetings act, and

WHEREAS, at its July 9, 2019 meeting, the Executive Committee has recommended that Ogle County allow this remote meeting access for all committee meetings, but not for the Ogle County Board meetings, and that such policy will be reviewed for its effectiveness after one year.

NOW, THEREFORE BE IT RESOLVED, by the County Board of Ogle County, State of Illinois, on this 16th day of July, 2019, to adopt the Ogle County Board Policy for Allowance of Remote Attendance for Monthly Committee and Special Committee Meeting Assignments, and that such policy shall be reviewed for its effectiveness and possible continued use before October 31, 2020.

Kim P. Gouker
Chairman, Ogle County Board

Attest:

____________________
Laura J. Cook
Ogle County Clerk
**OGLE COUNTY HOLIDAY SCHEDULE**

2020

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
<th>Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 1, 2020</td>
<td>New Year’s Day</td>
<td>Wednesday</td>
</tr>
<tr>
<td>January 20</td>
<td>Martin Luther King Jr. Day</td>
<td>Monday</td>
</tr>
<tr>
<td>February 12</td>
<td>Lincoln’s Birthday</td>
<td>Wednesday</td>
</tr>
<tr>
<td>February 17</td>
<td>Washington’s Birthday (observed)</td>
<td>Monday</td>
</tr>
<tr>
<td>April 10</td>
<td>Good Friday</td>
<td>Friday</td>
</tr>
<tr>
<td>May 25</td>
<td>Memorial Day</td>
<td>Monday</td>
</tr>
<tr>
<td>July 3</td>
<td>Independence Day (observed)</td>
<td>Friday</td>
</tr>
<tr>
<td>September 7</td>
<td>Labor Day</td>
<td>Monday</td>
</tr>
<tr>
<td>October 12</td>
<td>Columbus Day</td>
<td>Monday</td>
</tr>
<tr>
<td>November 11</td>
<td>Veteran’s Day</td>
<td>Wednesday</td>
</tr>
<tr>
<td>November 26</td>
<td>Thanksgiving Day</td>
<td>Thursday</td>
</tr>
<tr>
<td>November 27</td>
<td>Day following Thanksgiving</td>
<td>Friday</td>
</tr>
<tr>
<td>December 25</td>
<td>Christmas Day</td>
<td>Friday</td>
</tr>
</tbody>
</table>

**OGLE COUNTY BOARD MEETING DATES**

2020

<table>
<thead>
<tr>
<th>Date</th>
<th>Date</th>
<th>Date</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 21</td>
<td>February 18</td>
<td>March 18*</td>
<td>April 21</td>
</tr>
<tr>
<td>May 19</td>
<td>June 16</td>
<td>July 21</td>
<td>August 18</td>
</tr>
<tr>
<td>September 15</td>
<td>October 20</td>
<td>November 17</td>
<td>December 15</td>
</tr>
</tbody>
</table>

October 26 - Budget Hearing

The Ogle County Board meets on the third Tuesday of the month at 5:30 p.m.
Ogle County Courthouse
105 S. 5th Street – 3rd Floor
Oregon, IL

Kim P. Gouker, County Board Chairman
Laura J. Cook, Ogle County Clerk
STATE OF ILLINOIS
IN THE CIRCUIT COURT OF THE FIFTEENTH JUDICIAL CIRCUIT
COUNTIES OF CARROLL, JO DAVIESS, LEE, OGLE AND STEPHENSON

SUBJECT: Legal Holidays-2020 ADMINISTRATIVE ORDER NO. 19-13

IT IS HEREBY ORDERED THAT:

(1) The Circuit Court of the Fifteenth Judicial Circuit (Counties of Carroll, Jo Daviess, Lee, Ogle and Stephenson) shall adjourn, and the Offices of the Circuit Clerk of the Fifteenth Judicial Circuit and the Probation Departments of said counties shall be closed on the following legal holidays for the year 2020:

<table>
<thead>
<tr>
<th>Date</th>
<th>Holiday</th>
<th>Day</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Monday</td>
</tr>
<tr>
<td>February 17</td>
<td>Washington’s Birthday (Observed)</td>
<td>Monday</td>
</tr>
<tr>
<td>April 10</td>
<td>Spring Holiday</td>
<td>Friday</td>
</tr>
<tr>
<td>May 25</td>
<td>Memorial Day</td>
<td>Monday</td>
</tr>
<tr>
<td>July 3</td>
<td>Independence Day (Observed)</td>
<td>Friday</td>
</tr>
<tr>
<td>September 7</td>
<td>Labor Day</td>
<td>Monday</td>
</tr>
<tr>
<td>October 12</td>
<td>Columbus Day</td>
<td>Monday</td>
</tr>
<tr>
<td>November 11</td>
<td>Veterans' Day</td>
<td>Wednesday</td>
</tr>
<tr>
<td>November 26</td>
<td>Thanksgiving Day</td>
<td>Thursday</td>
</tr>
<tr>
<td>November 27</td>
<td>Day Following Thanksgiving Day</td>
<td>Friday</td>
</tr>
<tr>
<td>December 25</td>
<td>Christmas Day</td>
<td>Friday</td>
</tr>
</tbody>
</table>

(2) All matters returnable on said legal holidays be continued to the next business day of this Court.

(3) The time for filing all motions and pleadings is extended to the next business day of this Court.

Dated this 23rd of May, 2019. This Order shall be spread upon the records of this Court and published.

Daniel A Fish, Chief Judge
Fifteenth Judicial Circuit