

Resolution 2023-0903

Resolution to Amend the County Board Rules of Order to Adjust County Board Pay According to O-2021-1101 and Addition of Points #29 and #30

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, the Ogle County Board at the November 16, 2021 adopted O-2021-1101 changing the salaries for the County Board Chairman and Vice Chairman as well as increased payment for the Committee Chairman, Committee Vice Chairman and County Board Members beginning December 1, 2022; and

WHEREAS, at the September 12, 2023 Executive Committee meeting the Committee approved the addition of the following verbiage be added to The Rules of Order:

29) *"To take whatever action is necessary to comply with State and Federal Laws to insure we are in compliance with all laws that apply to County Government."*

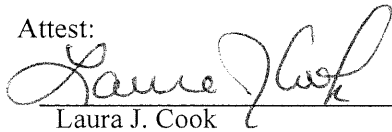
30) *"The County will set the budget for each Department and the overall budget for the County each fiscal year."*

WHEREAS, the Ogle County Board endeavors to conduct its business in accordance with Illinois Statutes and all County Ordinances and Resolutions, and in an orderly manner, according to the Board's Rules of Order, as published in the Ogle County Yearbook; and

WHEREAS, from time to time, as conditions warrant, the Board's Rules of Order may be amended, by discussion and majority vote of the Ogle County Board, at any regularly scheduled meeting of the Board; and

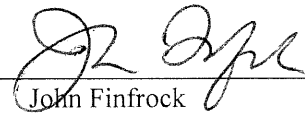
THEREFORE BE IT RESOLVED, by the County Board of Ogle County, State of Illinois on this 19th day of September, 2023, that the Ogle County Board's Rules of Order be amended, as defined by Appendix A attached herein.

Attest:



Laura J. Cook
Ogle County Clerk





John Finfrock
Ogle County Board Chairman

APPENDIX A

Resolution 2023-0903

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14) County Board Members salary is \$70 per assigned committee, plus mileage. The Committee Chairperson receives \$100 per assigned committee and Committee Vice-Chairperson receives \$75 per assigned committee. The County Board Chairperson salary is \$25,000 per year, plus mileage and the County Board Vice-Chairperson salary is \$15,000 per year, plus mileage.

And

29) To take whatever action is necessary to comply with State and Federal Laws to insure we are in compliance with all laws that apply to County Government

And

30) The County will set the budget for each Department and the overall budget for the County each fiscal year.

R-2023-0903

Rules of Order

- 1) The order of business for the County Board Meeting shall be as follows:
 - a. Call to Order
 - b. Roll Call
 - c. Invocation and Pledge of Allegiance
 - d. Presentations
 - e. Consent Agenda items- by Roll Call Vote
 - 1) Approval of Minutes of Previous Meeting
 - 2) Monthly reports -Treasurer, County Clerk/Recorder & Circuit Clerk
 - 3) Appointments
 - 4) Resignations
 - 5) Vacancies
 - 6) Ogle County Claims
 - 7) Communications
 - f. Zoning
 - g. Public Comment
 - h. Reports and Recommendations of Committees
 - i. Closed Session (if needed for possible final action)
 - j. Unfinished and new business
 - k. Chairman Comments
 - l. Vice-Chairman Comments
 - m. Adjournment
- 2) The Clerk shall call the names of the members in rotating alphabetical order when calling the roll or in polling a vote except the County Board Chairman's name shall always be the final name called. Rotation shall be continuous from meeting to meeting.
- 3) The Chairman shall approve an agenda for each regular and special meeting of the County Board, which shall be distributed to the members at least 48 hours before the meeting commences.
- 4) The Chairman shall preserve order and shall decide questions of order, subject to an appeal to the Board, without debate.
- 5) Every Member shall address the Chairman before speaking on an issue.
- 6) The Chairman shall determine who shall speak first, if two or more Members address the Chairman at the same time.
- 7) A member, or members, called to order by the Chairman shall immediately take his/her seat and if there be no appeal, the decision of the Chairman shall be final.
- 8) Any Member leaving a meeting shall notify the County Board Chairman of their departure.
- 9) Every member present, on the putting of a question, shall vote thereon, unless excused by the Board or he/she has a conflict of interest. A conflict of interest shall be stated for the record. A member who abstains from voting shall also refrain from joining debate. This same procedure shall be followed for committee meetings.
- 10) There shall be no debate until there is a second. A motion shall be restated or reduced to writing if required by the Chairman or any member of the Board.

- 11) After presentation to the County Board, an Ordinance or Amendment to an Ordinance shall lay over until the next County Board Meeting, only at the request of the Committee that has recommended the Ordinance or Amendment to the Ordinance to the County Board for its consideration.(December 17, 2013)
- 12) The Ogle County Board shall meet the third Tuesday of each month at 5:30 p.m. unless changed by the County Board because of a conflict.
- 13) Special Meetings of the County Board may be called by the request of at least one-third of the Members of the County Board. The request shall be in writing addressed to the County Clerk, and shall specify the time, place and agenda of such meeting. The Clerk shall immediately transmit notice, in writing of such meeting to the Members of the County Board, the news media in the area, and post a notice in the Courthouse in an appropriate location.
- 14) County Board Members salary is \$70 per assigned committee, plus mileage. The Committee Chairperson receives \$100 per assigned committee and Committee Vice-Chairperson receives \$75 per assigned committee. The County Board Chairperson salary is \$25,000 per year, plus mileage and the County Board Vice-Chairperson salary is \$15,000 per year, plus mileage. (O-2021-1101)
- 15) All meetings of the Ogle County Board and County Board committees shall comply with the Illinois Open Meetings Act (July 19, 2011) and
- 16) Resolutions of sympathy shall be limited to present and former County Officials, employees and their immediate families.
- 17) Resolutions shall be reduced to writing by the Member making the motion and presented to the County Clerk before the end of the business day.
- 18) The County Board Chairman shall appoint, with the advice and consent of the County Board, the members of all committees, commissions, boards and districts under the jurisdiction of the County Board. Whenever such an appointee misses three consecutive meetings without due cause, a vacancy shall be declared and a replacement shall be named in the same manner as the original appointment.
- 19) All committees shall make reports and state their opinions thereon. The report shall reflect the opinion of the majority of the committee. A committee chairman may speak against a motion he/she brings forth on behalf of the committee.
- 20) Standing committees of the County Board shall be responsible for the following for the department under their authority:
 - a. Conduct executive searches for the department head(s) under its authority when a vacancy occurs. The selected candidate shall be presented to the County Board for approval.
 - b. To ensure that no County Official under the jurisdiction of the respective committee creates any new positions without prior approval of said committee and the County Board.
 - c. To review the budget submitted by each department under the committee and make recommendations to the Finance Committee, in accordance with the budget calendar approved each year by the County Board.
- 21) In the event a County Board committee lacks a quorum by one member at a posted regularly scheduled meeting, the County Board Chairman or County Board Vice Chairman may attend the meeting in question as an ex-officio member for the purpose of establishing a quorum for the meeting, with voting privileges, and in that event, may act as the Committee Chairman in the absence of the Chairman and Vice-Chairman. (February 17, 2009)
- 22) A board member may attend a committee meeting through electronic conferencing if his or her physical presence at the meeting is prevented due to (i) personal illness or disability; (ii) employment purposes or the business of the board; or (iii) a family or other emergency.
 - a. This Policy is not meant to be abused and should be used sparingly with intended use to be no more than two of the twelve regular committee meetings scheduled per County fiscal year (December 1 through November 30). This limit shall not apply to special meetings. (R-2019-0808)

- 23) All bids shall be a part of the County Board records.
- 24) Purchases made by an office or department, other than those of specific elected County Officials, in excess of \$20,000 or as dictated by the Illinois Administrative Code (value of trade-ins to be included in the purchase price) shall be by sealed bids. Committees of the Board responsible for such purchases or the Department Head shall advertise or solicit bids, with at least two bids on comparable items being requested. Announcement of the desire to seek bids on a purchase may be made at any public meeting of the committee. All bids shall be directed to the attention of the committee Chairman and shall remain sealed until the designated time for public opening of the bids. All bids which exceed \$20,000 shall be reviewed by the Board, even if allowed in the budget.
- 25) All County Orders shall be signed by the officer or person in charge of the office, and must be on file with the County Clerk on Wednesday before each regular County Board meeting. Supporting bills from vendors or service providers shall be included.
- 26) These rules may be suspended in any particular case by a roll call vote of two-thirds of the members present.
- 27) After a closed session of the body as a whole or a committee of the whole, the subsequent closed session should include review and approval of previous closed session minutes. November of even-numbered years the County Board and/or its Committees shall go into a closed session to approve or disapprove any outstanding closed minutes.(R-2013-0902)
- 28) All questions not covered by these rules shall be decided by the current edition of “*Roberts’ Rules of Order*,” newly-revised.
- 29) To take whatever action is necessary to comply with State and Federal Laws to insure we are in compliance with all laws that apply our County Government. (R-2023-0903)
- 30) The County will set the budget for each Department and the overall budget for the County each fiscal year. (R-2023-0903)

Rules of Order Modified and Amended – March 18, 2004

Rules of Order Amended - added recording verbiage – March 18, 2008

Rules of Order Amended – establish quorum for committee meetings – February 19, 2009

Rules of Order Modified and Amended (removed recording verbiage) – July 19, 2011

Rules of Order Amended – closed meeting minutes procedure – September 17, 2013

Rules of Order Amended – removal of Ordinance layover - December 17, 2013

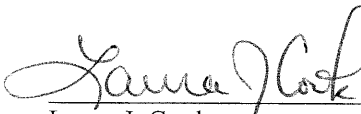
Rules of Order #1 Modified – January 21, 2014

Rules of Order #1– Consent Agenda added – February 17, 2015

Rules of Order – Remote attendance – September 17, 2019

Rules of Order #14 Modified and Amended – County Board Pay – September 19, 2023

Rules of Order Addition of #29 and #30 – September 19, 2023


 Laura J. Cook,
 Ogle County Clerk & Recorder




 John Finfrock
 County Board Chairman