



## COUNTY BOARD ORGANIZATIONAL MEETING MINUTES

Lee County, Illinois

Dec 5, 2022 at 9:00 AM CST

@ Old Lee County Courthouse, Third Floor Boardroom, 112 E. 2<sup>nd</sup> St,  
Dixon, IL 61021

### I. Call to Order (Clerk)

Clerk Petersen called the County Board Organizational Meeting to order December 5, 2022 at 9:00 A.M. at the Old Lee County Courthouse, 3rd Floor Boardroom in Dixon.

### II. Pledge of Allegiance (Clerk)

Clerk Petersen led the Pledge of Allegiance

### III. Swearing in of County Board members (Clerk)

Clerk Petersen asked all County Board members, being newly elected to stand and take their Oath of Office.

### IV. Roll Call of Members

Clerk Petersen called the roll. Members physically present were Akre, Bivins, Book, Freil, Gascoigne, Hudson, Kitson, Koppien, Mimini, Naylor, Olson, Robertson, Schielein, Shippert, Skrogstad, Wilson and Zeman. Absent: Allen Vacant Seat=1 Ms. White present at 9:06 A.M.

### V. Drawing for Terms (Clerk)

Individual Board members drew, in order of the number of votes received in the November 2022 Election, by District, to determine lengths of terms. The following is a list of the new terms each received.

<b><u>C.B. District 1</u></b>	<b><u>Name</u></b>	<b><u>Votes Rcvd</u></b>	<b><u>Term Drawn</u></b>
	Michael Koppien	2090	2-4-4
	Robert J. Olson	2082	4-4-2
	Angie Shippert	1978	4-4-2
	Ronald R. Gascoigne	1805	2-4-4
	James Schielein	1672	4-4-2
<b><u>C.B. District 2</u></b>	<b><u>Name</u></b>	<b><u>Votes Rcvd</u></b>	<b><u>Term Drawn</u></b>
	Katie White	1953	2-4-4

Danielle Allen	1811	4-4-2
Mike Zeman	1783	4-4-2
Lirim Mimini	1672	2-4-4
Reed J. Akre	1666	2-4-4

### **C.B. District 3**

<b><u>Name</u></b>	<b><u>Votes Rcvd</u></b>	<b><u>Term Drawn</u></b>
Tim Bivins	1694	4-4-2
Keane Hudson	1323	2-4-4
Nancy Naylor	1265	2-4-4
Tom Wilson	1258	2-4-4
Doug Farster	1188	4-4-2

### **C.B. District 4**

<b><u>Name</u></b>	<b><u>Votes Rcvd</u></b>	<b><u>Term Drawn</u></b>
Dean Freil	2021	2-4-4
Thomas R. Kitson	1889	4-4-2
Michael Book	1770	4-4-2
Jack Skrogstad	1712	2-4-4
Chris Robertson	1596	4-4-2

## **VI. Selection of the Chair of the Lee County Board (Clerk)**

Clerk Petersen asked for nominations from the floor for **Chairman of the Board**. **Motion** was made by Mr. Wilson. **Second** by Mr. Skrogstad, to nominate **Bob Olson** for County Board Chairman. Clerk Petersen called two more times for nomination for Chairman of the Board. There being none, **Motion** was made to close the nominations for Chairman, **Moved** by Mr. Kitson. **Second** by Mr. Koppien. **Motion** carried unanimously by voice vote.

### **A. Election**

Clerk Petersen called for a roll call vote for **Bob Olson, new County Board Chairman**.

**YES:** Akre, Bivins, Book, Freil, Gascoigne, Hudson, Kitson, Koppien, Mimini, Naylor, Robertson, Schielein, Shippert, Skrogstad, White, Wilson and Zeman.

**NO:** None

**ABSENT:** Allen

**VACANT SEAT:** One

**Motion carried unanimously by voice vote.**

## **VII. Selection of the Vice-Chair (Clerk)**

Clerk Petersen asked for nominations from the floor for Vice-Chairman. Motion was made by Mr. Hudson. Second by Mr. Mimini, to nominate Tom Kitson for Vice-Chairman. Clerk Petersen called two more times for nomination for Vice-Chairman. There being none, Motion was made to close the nominations for Vice-Chairman. Moved by Hudson. Second by Mr. Wilson. Motion carried unanimously by voice vote.

A. Election

Clerk Petersen called for a roll call vote for Tom Kitson, new County Board Vice-Chairman.

YES: Bivins, Book, Freil, Gascoigne, Hudson, Koppien, Mimini, Naylor, Olson, Robertson, Schielein, Shippert, Skrogstad, White, Wilson, and Zeman

NO: None

ABSENT: Allen

VACANT SEAT: One

No Vote Registered: Akre (Clerk error-vote was not registered)

Motion carried by voice vote.

VIII. Seating of the Chair

Clerk Petersen announced Bob Olson as the new County Board Chairman and Tom Kitson as the new Vice-Chairman. Chairman Olson came forward and took over as Chairman of the County Board. Chairman Olson welcomed all new County Board members.

IX. Board Member Appointment/Assignments

Becky Brenner came forward and handed out Board Member Appointments and Assignments.

X. Setting Meeting Schedule for FY 2023

Motion to approve the FY2023 Meeting Schedule. Moved by Mr. Wilson. Second by Ms. Naylor. Motion carried unanimously by voice vote.

XI. Resolution Appointing IMRF Agent

Motion to approve Resolution #2022-12-001 Appointing newly elected Lee County Treasurer Paul Rudolphi as the County IMRF Authorized

**Agent. Moved** by Mr. Zeman. **Second** by Mr. Kitson. **Motion** carried unanimously by voice vote.

XII. Resolution Authorizing Banking Signature Authority

**Motion to approve Resolution #2022-12-002** Authorizing Treasurer's Office Signature Authority. **Moved** by Mr. Bivins. **Second** by Mr. Hudson. **Motion** carried unanimously by voice vote.

XIII. Approval of Board Member Mileage and Per Diem

**Motion** to approve Board Member Mileage and Per Diem. **Moved** by Mr. Kitson. **Second** by Mr. Koppien. **Motion** carried unanimously by voice vote.

Chairman Olson requested a 10 minute recess at 9:22 A.M.

Chairman Olson reconvened at 9:36 A.M.

XIV. Board Member Instruction

**State's Attorney Charlie Boonstra** , spoke on behalf of his many duties and the role of his office.

**Assistant State's Attorney Stephanie Sasscer**, spoke on behalf of Open Meetings Act/Freedom of Information Act.

**Treasurer Paul Rudolphi** spoke on behalf of the county's financial information/overview.

**Administrator Wendy Ryerson** spoke on behalf of the duties and responsibilities of Board Members.

**County's Officer's/Department Heads**: Each department gave an overview of their departments and their duties.

**County Clerk & Recorder Nancy Petersen**

**Administrative Assistant Becky Brenner**

**EMA Director Kevin Lalley**

**ETSB Executive Director Shelly Dallas**

**Highway Engineer Dave Anderson**

**Animal Control Supervisor Terri Zinke**

**Probation Director Stacy Stewart**

**Public Defender's Office Nikki Messini/Office Manager**

**ROE Superintendent Chris Tennyson**

**Sheriff Clay Whelan**

**IT Administrator Paul Gorski**

**Not present:** Amy Johnson, Circuit Clerk, Jennifer Boyd, Chief County Assessor, Cathy Ferguson-Allen, Administrator Lee County Health Department, Greg Saunders, Maintenance Supervisor, and Dee Duffy, Zoning Administrator.

XV. Adjourn (on or about 12:00 PM; Luncheon to follow)

**Motion** to adjourn. **Moved** by Mr. Wilson. **Second** by Mr. Skrogstad.

**Motion** carried unanimously by voice vote.

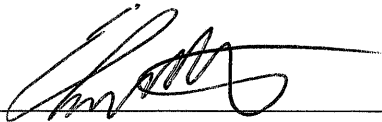
Adjourned at 12:10 P.M.

Robert Olson Chairman Lee County Board

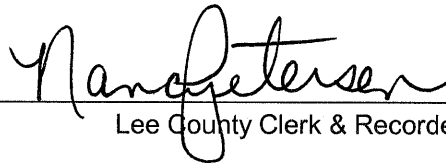
Attest: Nancy Petersen Ex-Officio Clerk of the Lee County Board

C.B. DISTRICT	NAME	VOTES RCVD	TERM DRAWN
1	Michael Koppien	2090	2 4 4
1	Robert J. Olson	2082	4 4 2
1	Angie Shippert	1978	4 4 2
1	Ronald R. Gascoigne	1805	2 4 4
1	James Schielien	1672	4 4 2
2	Katie White	1953	2 4 4
2	Danielle Allen	1811	4 4 2
2	Mike Zeman	1783	4 4 2
2	Lirim Mimini	1672	2 4 4
2	Reed J. Akre.	1666	2 4 4
3	Tim Bivins	1694	4 4 2
3	Keane Hudson	1323	2 4 4
3	Nancy Naylor	1265	2 4 4
3	Tom Wilson	1258	2 4 4
3	Doug Farster	1188	4 4 2
4	Dean Freil	2021	2 4 4
4	Thomas R. Kitson	1889	4 4 2
4	Michael Book	1770	4 4 2
4	Jack Skrogstad	1712	2 4 4
4	Chris Robertson	1596	4 4 2

The above Terms of Office were drawn by the Members of the Lee County Board  
in the County of Lee, State of Illinois on Monday, December 5, 2022.



Lee County State's Attorney



Lee County Clerk & Recorder

After the decennial census, on the first Monday of the month following the General Election, Members shall draw for terms. 2 County Board Districts will have 2 Members with a term of 2-4-4 and 3 Members with a term of 4-4-2. The remaining 2 County Board Districts will have 3 Members with a term of 2-4-4 and 2 Members with a term of 4-4-2 (the number for each set of terms are determined by a drawing held in August). Members will draw in descending order for each District beginning with the Candidate receiving the most votes in that District per County Board Resolution No. 06-11-008 dated 6-21-11.

K:CountyBoard&Redistricting/BoardMemberDrawing

COUNTY BOARD DISTRICT 4

(X)

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR      4 YEAR      4 YEAR

NAME:

Jack Skrogstad

COUNTY BOARD DISTRICT 4

(1)

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR      4 YEAR      4 YEAR

NAME:

Dean Fries

COUNTY BOARD DISTRICT 4

(5)

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR      4 YEAR      2 YEAR

NAME:

Chris Robertson

COUNTY BOARD DISTRICT 4

(2)

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR      4 YEAR      2 YEAR

NAME:

Tom Jones

(3)

COUNTY BOARD DISTRICT 4

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR      4 YEAR      2 YEAR

NAME:

Michael J. Bok

## COUNTY BOARD DISTRICT 1

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

(4) 2 YEAR 4 YEAR 4 YEAR

NAME:

Ronald R. Bosozin

## COUNTY BOARD DISTRICT 1

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

(1) 2 YEAR 4 YEAR 4 YEAR

NAME:

Mike Koppien

## COUNTY BOARD DISTRICT 1

(5) TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR 4 YEAR 2 YEAR

NAME:

JAMES Schueler

## COUNTY BOARD DISTRICT 1

(2) TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR 4 YEAR 2 YEAR

NAME:

Bob Olson

## COUNTY BOARD DISTRICT 1

(3) TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR 4 YEAR 2 YEAR

NAME:

Angela Shippert



## COUNTY BOARD DISTRICT 2

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR 4 YEAR 4 YEAR

NAME:

*Reed A. Mc*

(4)

## COUNTY BOARD DISTRICT 2

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR 4 YEAR 2 YEAR

NAME: DANIELLE ALLEN

*Not present to draw*

(5)

## COUNTY BOARD DISTRICT 2

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR 4 YEAR 4 YEAR

NAME:

*K. White*

(1)

## COUNTY BOARD DISTRICT 2

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR 4 YEAR 2 YEAR

NAME:

*Mukul Azem*

(2)

## COUNTY BOARD DISTRICT 2

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR 4 YEAR 4 YEAR

NAME:

*Yim Kuo*

(3)

# COUNTY BOARD DISTRICT 3

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR      4 YEAR      4 YEAR

NAME:

(4)

[Signature]

# COUNTY BOARD DISTRICT 3

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

1 YEAR      4 YEAR      2 YEAR

NAME:

*Vacant seat*

# COUNTY BOARD DISTRICT 3

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

4 YEAR      4 YEAR      2 YEAR

NAME:

[Signature]

# COUNTY BOARD DISTRICT 3

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR      4 YEAR      4 YEAR

NAME:

[Signature]

# COUNTY BOARD DISTRICT 3

TERM OF OFFICE  
FOLLOWING GENERAL ELECTION 2022

2 YEAR      4 YEAR      4 YEAR

NAME:

[Signature]



## Lee County Board Committee Assignments December 2022 - November 2023

December 5, 2022

**Monday**

**~ 9:00 am - 10:00 am ~**

### **County Services Committee**

Jack Skrogstad - Chair  
Danielle Allen - Vice Chair  
Ron Gascoigne  
Katie White  
Reed Akre

**Monday**

**10:30 am - 11:30 am**

### **Public Safety and Court Services Committee**

Mike Koppien - Chair  
Keane Hudson - Vice Chair  
Katie White  
Angie Shippert  
Mike Pearson

**Wednesday**

**9:00 am - 10:30 am / Bi-Monthly**

### **Claims Committee**

Mike Zeman - Chair  
Nancy Naylor  
Angie Shippert  
Chris Robertson - Alternate

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**Thursday**

**9:00 am - 11:00 pm**

### **Finance Committee**

Jim Schielein - Chair  
Mike Book - Vice Chair  
Tom Kitson  
Lirim Mimini  
Nancy Naylor  
Tim Bivins

**Thursday**

**11:00 am - 12:00 pm**

### **Executive Committee**

Bob Olson - Chair  
Tom Kitson - Vice Chair  
Jack Skrogstad  
Mike Koppien  
Mike Zeman  
Jim Schielein  
Tom Wilson

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## Lee County Ad Hoc and Subcommittees Meet periodically on an as needed basis

### **Labor Relations Committee**

*Subcommittee to Executive*

Danielle Allen - Chair  
Jack Skrogstad  
Dean Friel

### **Negotiations Committee**

*Subcommittee to Finance*

Tim Bivins - Chair  
Jim Schielein  
Danielle Allen

### **Advisory Group Health Insurance Committee**

*Subcommittee to Finance*

Nancy Naylor - Chair  
Tom Kitson

### **Safety Committee**

*Subcommittee to Public Safety*

Keane Hudson  
Mike Zeman

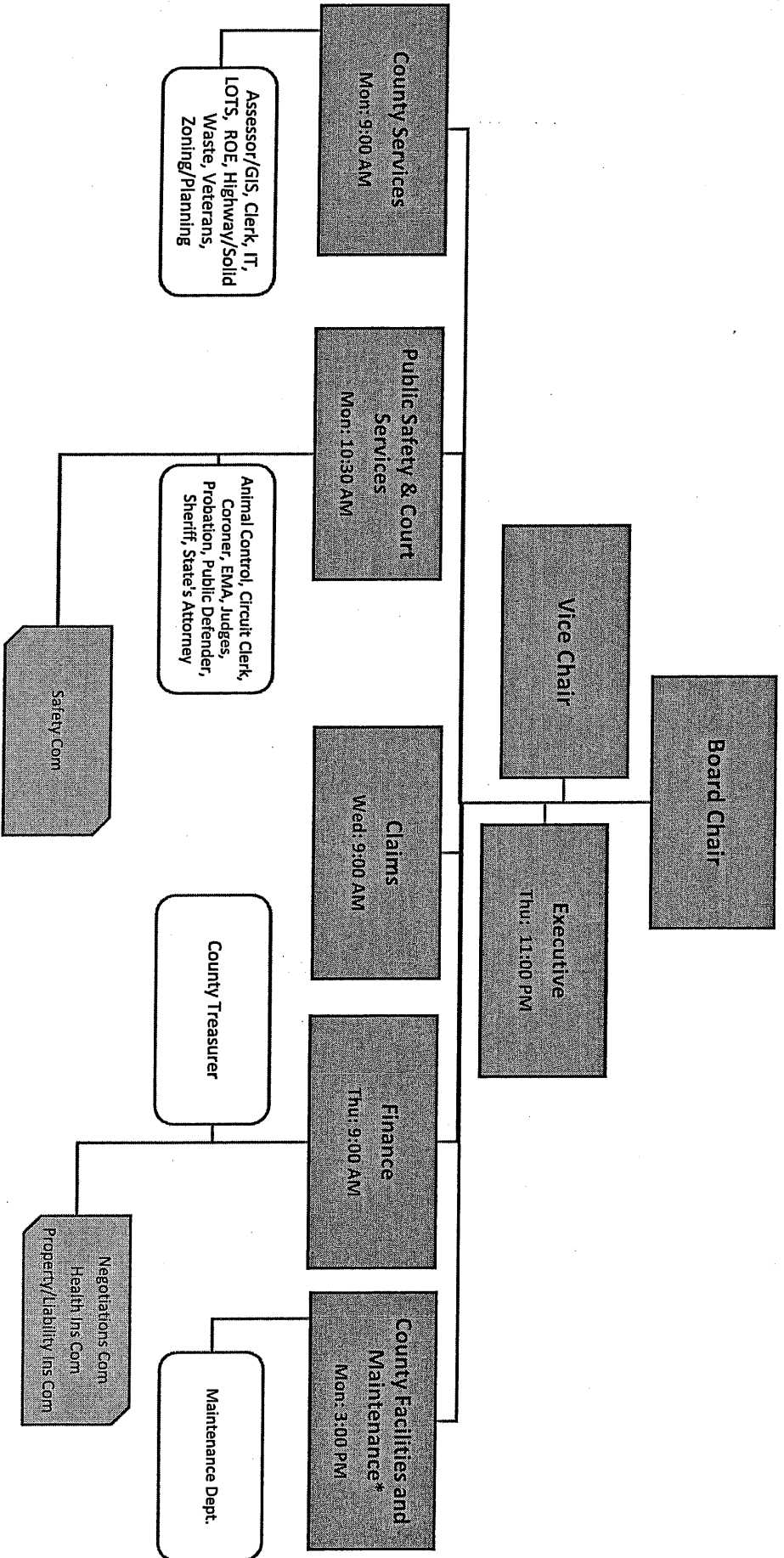


## **Lee County Board Non-Committee Appointments**

December 2022 - November 2023

Board of Health - Lee County Health Department	Katie White
Emergency Telephone System Board (ETSB-911)	Keane Hudson
Lee County Industrial Development Association (LCIDA)	Reed Akre
	Bob Olson
Blackhawk Hills Regional Council	Angie Shippert
Lee County Tourism Council	Ron Gascoigne
Tri-County Opportunity Council	Chris Robertson
Illinois Association of County Board Members (IACBM)	
Counties Of Illinois Risk Management Agency (CIRMA)	Mike Zeman
United Counties Council of Illinois (UCCI)	Tom Kitson
Lee County Liquor Commission	Bob Olson Danielle Allen Tom Wilson
Business Employment Skills Team (BEST)	

# LEE COUNTY BOARD COMMITTEES



\* The County Facilities and Maintenance Committee is pending Board Approval  
Committees meet the second full week of the month.

Lee County Board  
Dixon, Illinois

RESOLUTION NO. 2022-12-001

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RESOLUTION APPOINTING IMRF AUTHORIZED AGENT

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WHEREAS, the County Board can appoint any qualified party as the IMRF Authorized Agent for Lee County, Illinois.

WHEREAS, the current IMRF Authorized Agent, Paula Meyer, is no longer employed by Lee County, Illinois.

WHEREAS, the County Treasurer, Paul Rudolphi, is qualified to be the IMRF Authorized Agent for Lee County, Illinois.

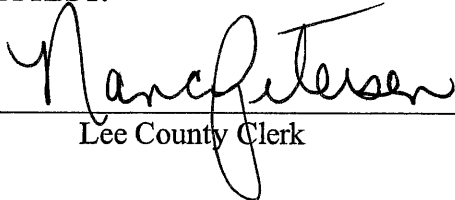
NOW THEREFORE BE IT RESOLVED by the County Board of Lee County, Illinois, that Paul Rudolphi is appointed as the IMRF Authorized Agent for Lee County, Illinois. This Resolution and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect from and after its final passage and adoption.

PASSED BY THE LEE COUNTY BOARD

THIS 5<sup>th</sup> DAY OF December, 2022.

BY:   
Lee County Chairman

ATTEST:

  
Lee County Clerk

Lee County Board  
Dixon, Illinois

RESOLUTION NO. 2022-12-002

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RESOLUTION AUTHORIZING  
TREASURER'S OFFICE SIGNATURE AUTHORITY

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WHEREAS, the County Board desires to update Lee County's banking resolutions to reflect current officers of Lee County, Illinois.

NOW THEREFORE BE IT RESOLVED by the County Board of Lee County, Illinois, as follows:

SECTION 1: The County Treasurer, Chief Deputy County Treasurer and Deputy County Treasurer are authorized to SIGN ANY AND ALL CHECKS, DRAFTS AND ORDERS, including orders or directions in informal or letter form, against any funds at any time standing to the credit of the County with any bank with whom the County maintains a depository relationship, and such banks are authorized to honor any and all checks, drafts and orders so signed or facsimile of signature thereof without further inquiry or regard to the authority of said officers or the use of said checks, drafts and orders, or the proceeds thereof.

SECTION 2: The following named persons are the officers of the County, duly qualified and now acting in the capacities set forth opposite their names below:

County Treasurer:	Paul Rudolphi
Deputy County Treasurer:	Deborah Robertson
Deputy County Treasurer:	Samantha Schmitt

SECTION 4: The County Treasurer is authorized and directed to submit this Resolution to any bank with whom the County maintains a depository relationship and is further authorized to sign any banking resolutions required by such bank to the extent not inconsistent with this Resolution.

SECTION 5: The provisions and sections of this Resolution shall be deemed to be separable, and the invalidity of any portion of this Resolution shall not affect the validity of the remainder.

SECTION 6: All resolutions and parts of resolutions in conflict herewith are, to the extent of such conflict, hereby repealed.

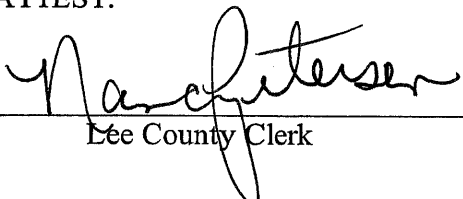
SECTION 7: This Resolution and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect from and after its final passage and adoption.

PASSED BY THE LEE COUNTY BOARD

THIS 5<sup>th</sup> DAY OF September, 2022.

BY:   
Lee County Chairman

ATTEST:

  
Lee County Clerk