



# Executive Committee Meeting Minutes

Lee County, Illinois

Dec 15, 2022 at 11:00 AM CST

Old Lee County Courthouse, Third Floor Boardroom, 112 E 2nd St, Dixon, IL 61021

## I. Call to Order

Meeting was called to order at 11:02 a.m., by Chair Bob Olson.

## II. Committee Member Roll Call: Chair Bob Olson, Vice Chair Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, Tom Wilson

Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, and Tom Wilson were all present in person.

Also present: Wendy Ryerson (Administrator), Dee Duffy (Zoning Administrator), Alice Henkel (Renewable Energy Coordinator), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), and Becky Brenner (Board Secretary) were all present in person.

## III. Public Attendees

There were no members of the public in attendance.

## IV. Approval of the Minutes from the Previous Meeting - (November 17, 2022)

Minutes from the November 17, 2022, Executive Committee Meeting were approved as presented without modification.

## V. Reports from Committee Chairs

All committee chairs took the opportunity to report items discussed and motioned forward from their committee meeting.

## VI. Old Business -None

There were no items under Old Business.

## VII. New Business

### A. Resolution: County Board Meeting Dates - Fiscal Year 2023

**Motion** to approve and move the County Board Meeting Dates - Fiscal Year 2023 Resolution to the December County Board agenda. **Moved** by Mike Koppien. **Second** by Tom Wilson. **Motion** passed unanimously by voice vote.

#### 1. Revised Meeting Date Schedule - Information Only

There was a revised version of the meeting schedule on the agenda that included the proposed County Facilities and Maintenance Committee Meeting. No action was required.

B. Board Rules and Procedures - Revisions

Wendy Ryerson explained that the Board Rules and Procedures were revised to include the proposed addition of the County Facilities and Maintenance Committee as a standing committee.

**Motion** to approve and move the revised Board Rules and Procedures to the December County Board agenda. **Moved** by Tom Kitson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

C. Establishing Zoning Ordinance Review Ad Hoc Committee

The County worked through the Renewable Energy Committee to established ordinances for Solar Energy, Wind Energy, Pipeline, and Battery Storage. The creation of the Zoning Ordinance Review Ad Hoc Committee would allow for Board Members to meet and make necessary revisions to other sections of the current Zoning Ordinance.

**Motion** to approve and move the Resolution Establishing a Zoning Ordinance Review Ad Hoc Committee to the December County Board agenda. **Moved** by Mike Koppien. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

D. Strategic Plan for Moving Forward with Dangerous and Abandoned Buildings - Discussion Only

The committee briefly discussed a plan for moving forward with the dangerous and abandoned buildings projects in Lee County. One suggestion was appointing a liaison to head up the process of identifying properties, selecting contractors, and discussing funding sources. The information would then be presented to the appropriate committee to be moved forward. No action was taken by the committee.

E. Joint Tourism Grant - Discussion Only

The committee briefly discussed a Joint Tourism Grant with the City of Dixon. The grant would require a \$50,000 commitment. Jeremy Englund has already applied for the grant due to strict submission deadlines. The grant would help "rebrand" Lee County with digital technology, commercials, and website with a regional approach to tourism. No action was taken by the committee.

F. Future of LCIDA (Lee County Industrial Development Association) - Discussion Only

Wendy Ryerson explained that Kevin Marx, Director of LCIDA (Lee County Industrial Development Association), had announced that he would like to step

back from his position. The County will be in discussions to determine their vision for LCIDA going forward. No action was taken by the committee.

VIII. Appointments

- A. Resolution: Declaring Vacancy in County Board District 3 and Appointment of Michael Pearson to Fill Vacancy

**Motion** to move the Resolution Declaring Vacancy in County Board District 3 and Appointment of Michael Pearson to Fill Vacancy to the December County Board agenda. **Moved** by Tom Kitson. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

- B. Resolution Reappointing Robert Thompson to the Lee County Sheriff's Merit Commission

**Motion** to move the Resolution Reappointing Robert Thompson to the Lee County Sheriff's Merit Commission to the December County Board agenda. **Moved** by Tom Wilson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

- C. Resolution Appointing Ali Huss as an Alternate Member of the Zoning Board of Appeals

**Motion** to move the Resolution Appointing Ali Huss as an Alternate Member of the Zoning Board of Appeals to the December County Board agenda. **Moved** by Tom Kitson. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

IX. Raffle Report

- A. Walton Fest  
B. Lee County FOP Lodge# 220

**Motion** to put the Walton Fest Raffle Report and the Lee County FOP Lodge# 220 Raffle Report on file at the County. **Moved** by Mike Koppien. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

- X. Review of Per Diem Report for County Board Approval - Payout for December 30, 2022  
Report was for information only. No action was necessary.

XI. Test Voting

The committee tested the OnBoard Voting System for future use.

XII. Executive Session

There was no request for an executive session.

- XIII. December 22, 2022 County Board Agenda Items
  - A. Call to Order
  - B. Pledge of Allegiance
  - C. Roll Call
  - D. Resolution: Declaring Vacancy in County Board District 3 and Appointment of Michael Pearson to Fill Vacancy
    - 1. Clerk Petersen gives Oath of Office to Mr. Pearson
  - E. Board Chair Announcements
  - F. Approval of Board Minutes: November 22, 2022 County Board Minutes
  - G. Joseph E. Meyer Resolutions - None
  - H. Zoning and Planning
    - 1. Monthly Report and Minutes
    - 2. Petitions Going To the Zoning Board of Appeals: None
    - 3. Petitions Going To the Planning Commission:
      - a. LESA Appeal – Karl and Kathy Koehling, PPN#21-12-12-400-005 in Willow Creek Township
    - 4. Petitions Coming From the Zoning Board of Appeals:
      - a. Petition 22-P-1598, Special Use for a community solar project – South Dixon Township
      - b. Petition 22-P-1599, Special Use for a community solar project – South Dixon Township
    - 5. Petitions Coming From the Planning Commission: None
  - I. Administrator Monthly Update and Board Member Comments
  - J. Public Comments:
  - K. County Organization Presentations/Updates
  - L. Reports of Committee
  - M. Unfinished Business
    - 1. Lowel Park Speed Zone Ordinance (Held over in November)
  - N. New Business
    - 1. Approval of the Motor Fuel Tax Maintenance for FY 2023
    - 2. Resolution 22-P-1598
    - 3. Resolution 22-P-1599

4. Resolution Amending Building Permit Fees
  - a. 2022 Amended Zoning Building Permit Fees - Revised
5. Appellate Prosecutor's Office Resolution
6. Resolution: County Board Meeting Dates - Fiscal Year 2023
7. Board Rules and Procedures - Revisions
8. Supervisor of Safety - Sheriff Clay Whelan
9. Establishing Zoning Ordinance Review Ad Hoc Committee
10. Test of OnBoard Voting System

O. Appointments

1. Resolution Reappointing Robert Thompson to the Lee County Sheriff's Merit Commission
2. Resolution Appointing Ali Huss as an Alternate Member of the Zoning Board of Appeals

\*\*The following items that were not on the agenda but will be added to the December County Board agenda: 1) Family Food Basket Donation Event, 2) Battery Energy System Moratorium Extension, 3) Resolution Appointing Ermir Ramadani as Trustee to the Mass Transit District.

P. Executive Session

Q. Approval of County Officer's Reports/Quarterly Treasurer's Report

R. Roll Call Approval of Monthly Revenue Reports, Claims Paid, Claims Paid in Vacation, and Payroll Paid.

S. Approval of Board Member Mileage and Per Diem

T. Adjournment - County Board Meeting Agenda

XIV. Motion to Approve the Proposed County Board Agenda

**Motion** to approve the Proposed County Board agenda. **Moved** by Mike Koppien. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

XV. Adjournment - Executive Committee Meeting

**Motion** to adjourn at 11:50 a.m. **Moved** by Jim Schielein. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for 11:00 a.m., Thursday, January 12, 2023