



Executive Committee Meeting Minutes

Lee County, Illinois

Oct 12, 2023 at 11:00 AM CDT

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

I. Call to Order

The meeting was called to order at 11:00 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

Tom Wilson was absent. Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, and Dean Freil all attended in person.

Also present: Keane Hudson, Nancy Naylor, and Angie Shippert (Board Members), Charley Boonstra (State's Attorney), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), Wendy Ryerson (Administrator), Clay Whelan (Sheriff), and Becky Brenner (Board Member) all attended in person.

III. Public Attendees

Cynthia Adcock attended the meeting for a short period of time to observe.

IV. Approval of the Minutes from the Previous Meeting - (September 14, 2023)

Minutes from the September 14, 2023, Executive Committee Meeting were accepted as presented without modification.

V. Reports from Committee Chairs

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

VI. Old Business

A. Property Liability Insurance

This topic was left on the agenda as a reminder in the months to come.

B. New Administrator Hiring

Bob Olson reported that there was one more interview scheduled for Friday, October 13, 2023, and there are three other candidates that have already been interviewed. Second interviews are being scheduled.

VII. New Business

A. Strong Communities Program - Grant Participation Authority

Wendy Ryerson explained that this resolution would officially approve the County's participation in The Strong Communities Program, Round 2 Grant program that was awarded to the County in September. She reminded the committee that there is not a grant match required for this program and she is

still studying the grant to see if the County could be reimbursed for the two residential properties that were recently mitigated.

Motion to move the Strong Communities Program - Grant Participation Authority to the October County Board agenda. **Moved** by Tom Kitson. **Second** by Mike Zeman. **Motion** passed unanimously by voice vote.

- B. Board Committee Proposed Restructuring
There was a short discussion regarding the restructuring of the Standing Committee Meetings. Suggestions were made but no action was taken.

VIII. Appointments

There were no appointments presented at the October meeting.

IX. Raffle Report

- A. Walton Fest Charity Raffle Report - September 16, 2023
- B. September Walton Fest Raffle Report - September 4, 2023
- C. September Home of Hope Golf Outing Raffle Report
- D. September Porky's Tap Raffle Report
- E. The Last Alarm Raffle Report

Motion to put the Walton Fest Charity, September Walton Fest, September Home of Hope Golf Outing, September Porky's Tap, and the Last Alarm Raffle Reports on file with the County. **Moved** by Tom Kitson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

X. Review of Per Diem Report for County Board Approval - September Meetings for November Payout

No one requested any changes to the per diem report submitted for the September meetings.

XI. Executive Session

There was no request for an Executive Session.

XII. October 19, 2023, County Board Agenda Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Invocation
- D. Roll Call
- E. Board Chair Announcements
 - 1. 25-Year Acknowledgement for Lois Dober - Health Department
 - 2. 25-Year Acknowledgement for Amy Proconier - Circuit Clerk's Office
- F. Approval of Board Minutes: September 21, County Board Meeting

- G. Joseph E. Meyer Resolutions -
- H. Zoning and Planning
 - 1. Petitions Going To the Zoning Board of Appeals: 1 Petition
 - a. Petition 23-P-1618, Petitioner First State Bank, PPN#'s 05-17-08-302-016 & 05-17-08-302-015, Variance for reduction in front property setback. Brooklyn Township.
 - 2. Petitions Going To the Planning Commission: None
 - 3. Petitions Coming From the Zoning Board of Appeals: None
 - 4. 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
- N. New Business
 - 1. 2023 (FY24) Levy Ordinance - Hold over until November
 - 2. FY24 Budget Ordinance = Hold over until November
 - **The Procurement Policy submitted by LOTS and the Strong Communities Program - Grant Participation Authority Resolution will be added to the October County Board agenda.**
- O. Appointments
- P. Executive Session
 - 5 ILCS 120/2 (c)(2) Collective Negotiating Matters
- 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

XIII. Motion to Approve the Proposed County Board Agenda
Motion to approve the Proposed County Board Agenda. **Moved** by Jim Schielein.
Second by Tom Kitson. **Motion** passed unanimously by voice vote.

XIV. Adjournment - Executive Committee Meeting
Motion to adjourn at 11:43 a.m. **Moved** by Mike Koppien. **Second** by Jack Skrogstad.
Motion passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for
 11:00 a.m., on Thursday, November 16, 2023

Respectfully submitted by:
 Becky Brenner – Board Secretary