



Lee County Properties, Planning, and Zoning Committee Meeting Minutes

Lee County, Illinois

Apr 12, 2022 at 9:00 AM CDT

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

I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Tom Wilson.

II. Committee Member Roll Call: Chair Tom Wilson, Vice Chair Dave Bally, Bill Palen, Marvin Williams, Rick Humphrey, and Jack Skrogstad

All members were present in person.

III. Meeting Attendees and Visitors

Also present: John Nicholson (County Board Vice Chair), Charley Boonstra (State's Attorney), Wendy Ryerson (Administrator), Dee Duffy (Zoning Administrator), Greg Saunders (Maintenance Supervisor), Alice Henkel (Renewable Energy Coordinator)(9:00-9:14), Greg Gates (LOTS), Keane Hudson (Board Member)(9:34-10:01), and Becky Brenner (Board Secretary) were all present in person. Marilyn Shippert (Board Member), John Simonton (Sheriff), Teri Zinke (Animal Control Administrator), and Brandi Barkowski (Animal Control Officer) all attended by Zoom video conferencing.

IV. Approval of the Minutes from the Previous Meeting - (March 15, 2022)

The March 15, 2022, Properties, Planning, and Zoning Committee Meeting Minutes were approved without modification.

V. Review of Claims Report Provided by the Claims Committee

The committee was provided a report of all the claims submitted and paid for from March 11, 2022 - April 7, 2022, from Animal Control, LOTS, the Maintenance Department, and Zoning and Planning.

VI. Administrator and Department Head Reports

Greg Gates walked the committee through the report that he submitted. The full report will be included in the April County Board agenda packet. Highlights included:

- Resolution for the IDOT Consolidated Vehicle Program

- Requisitions with IDOT for FY2022
- Public notice for bids for architectural and engineering design of the Oregon Transit Center

Dee Duffy walked the committee through the report that she submitted. Several items in her report did not sync up with the agenda due to changes that took place during the April 7, 2022, Zoning Board of Appeals Meeting. All of the changes that were made will be reflected on the April 14, 2022, Executive Committee agenda for consideration at the April County Board meeting. The full report will be included in the April County Board agenda packet. Alice Henkel reported on two items that were not on the agenda or the report and are as follows:

- She is working on petitions for the revocation of special use permits on file for two properties South of Amboy and North of Sublette. One is for a wind turbine that has not been operational for over three years and the other is for an adjacent property that was originally intended for a museum that was planned but never built.

VII. Petitions Going to the Zoning Board of Appeals

- A. Petition 22-P-1592, Petitioner: Mike Anderson, PPN# 02-15-36-200-016 - See Attached

The information for this petition was correct on the agenda and will be going to the Zoning Board of Appeals.

VIII. Petitions Going to the Planning Commission - None

IX. Petitions Coming from the Zoning Board of Appeals

- A. Petition 21-P-1585, Petitioner: Jerad M. Zellhofer, PPN# 13-21-01-101-007 - See Attached

The information for this petition was correct on the agenda and will be coming from the Zoning Board of Appeals.

Also coming to the Zoning Board of Appeals is Petition 21-P-1586, Petitioner: Invenergy Hydrogen LLC, PPN# 15-07-29-300-008. This petition is included on the Executive Committee agenda.

- B. Petition 22-P-1589, Petitioner: Dustin Burmeister, PPN# 07-08-06-377-018 - See Attached

The information on the agenda for this petition was incorrect. This petition was moved to the Zoning Board of Appeals in March and is still being heard.

- C. Petition 22-P-1590, Petitioner: Jerad Zellhofer, PPN#'s 02-15-23-300-007 & 02-15-26-200-005 - See Attached

The information on the agenda for this petition was incorrect. This petition was moved to the Zoning Board of Appeals in March and is still being heard.

- D. Petition 22-P-1591, Petitioner: GSG Wind, LLC, PPN# (On File) - See Attached

The information on the agenda for this petition was incorrect. This petition was moved to the Zoning Board of Appeals in March and is still being heard.

- X. Petitions Coming from the Planning Commission - None

- XI. Renewable Energy Committee Updates - Board Member Chris Norberg

Alice Henkel reported on items from the Renewable Energy Committee. Highlights included:

- Chastain and Associates will be assisting the Zoning Office with rolling out a survey to the public to get their input upfront regarding the pipeline ordinance. The survey will be opened for two weeks and the results will be documented in a report.
- The biogas facility project with the city of Amboy is pending while a Memorandum of Understanding is worked out with the city.

- XII. Zoning Procedures, Restructuring, and Enforcement Updates - Board Member Rick Humphrey

No updates were provided for the Zoning Procedures, Restructuring, and Enforcement item on the agenda.

- XIII. Old Business

- A. Repurposing of the Old Jail - Continuing Status Update

Tom Wilson explained that the demolition blueprints have been completed for the Old LEC. There is still design work that needs to be completed by the architect for the final plan for what is being put back into the space.

- B. New Courts Building Boiler Replacement Project - Continuing Status Update

Tom Wilson explained that the County had reached out to Loescher regarding the contract for the New Courts Building Boiler Replacement Project. The contract

cost does include all the elements that were requested during the bidding process, but still needs to be reviewed by the Chairman, Administrator and State's Attorney before it is signed. The equipment will be ordered as soon as the contract is signed.

Tom went on to explain that there is a second boiler in the older section of the the New Courts Building that is 42 year old, failing, and needs to be replaced that and was not included in the current project. The current project includes two boilers in the newer section of the building that are currently inoperable.

C. Hartwig Mechanical, Inc. Preventative Maintenance Service Agreement for Old and New Courthouses

Greg Saunders walked the committee through the preventative maintenance service agreements for the Old Courthouse and the New Courts Building. Maintenance on the air-conditioning units would be conducted on a quarterly basis and the rooftop units, boilers, and VAV units would be maintained on a semi-annual basis. Greg reminded the committee that the New LEC was also not under contract for preventative maintenance.

There was a lengthy discussion regarding the unbudgeted cost of the agreements and the necessity of keeping the systems maintained.

Motion to send the Hartwig Mechanical quotes for preventative maintenance service agreements for the Old Courthouse and the New Courts Building to the Finance Committee for consideration. **Moved** by Jack Skrogstad. **Second** by Dave Bally. **Motion** passed unanimously by voice vote.

XIV. New Business

A. Updates Coming out of the April American Rescue Plan Act (ARPA) Committee

The information was presented to the committee but there was no discussion.

B. Expansion Tank Replacement

Greg Saunders explained that the expansion tank on the 42 year old boiler has a faulty bladder. The Maintenance Department was able to drain the tank down and get the boiler to work, but this was a temporary fix. If the boiler is not going to be replaced soon, the expansion tank will need to be replaced. He received two (2) estimates for the tank: one for \$6,900 and the other for \$8,800. No action was taken.

C. Quote for Replacement Elevator at the New Courts Building

Tom Wilson explained that there is an elevator on the first floor of the old section of the New Courts Building that is very undependable and stranded a bailiff inside last week. The elevator has several issues and parts are sparse and very hard to come by. Greg Saunders explained that he would not have a firm price to replace the unit until an inspection had been done and a report was available.

Motion to authorize Greg Saunders to take the steps necessary to replace the non-functioning elevator in the New Courts Building with a not-to-exceed cost of \$190,000 and move to the Finance Committee for consideration. **Moved** by Marvin Williams. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

Wendy Ryerson explained that specific to the Properties Committee, the ARPA Committee approved the allocation of \$1.5 million to be used at the discretion of the Finance Committee to address some of the large projects that are being presented. The allocation will be brought before the Finance Committee for approval later in the week and passed along for vote by the full County Board.

D. Lead Abatement for the Old LEC Shooting Range

Tom Wilson expressed his appreciation to John Simonton for all his help in connection with repurposing the Old LEC. He went on to explain that the Sheriff's Office will no longer be using the shooting range in the Old LEC so the lead can be removed and the Maintenance Department can do demolition work in the area without being concerned for their health. Greg Saunders also mentioned that the quote is only good for 90 days.

Motion to approve and sign the BTS lead abatement proposals 1 and 2 for an amount not to exceed \$5,500 and move to the Finance Committee for consideration. **Moved** by Bill Palen. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

E. Quote for Asbestos Report at the Old LEC

Tom Wilson explained that in order to get a cost for asbestos abatement in the Old LEC there needs to be a phase 1 study completed. Sterling Environmental went through the building with Tom and Greg Saunders and took samples to test. The price quoted was not for the abatement process, it was to find out what elements in the building contained asbestos so the County could get a cost for what it would cost to do the abatement.

Motion to approve the quote from Sterling Environmental, LLC for an asbestos report at a cost not to exceed \$985.00 and send to the Finance Committee for

consideration. **Moved** by Jack Skrogstad. **Second** by Dave Bally. **Motion** passed unanimously by voice vote.

F. Board Chairman Conference Room Remodel

Tom Wilson explained that there was interest in remodeling the room between the Chairman's Office and the board secretaries office. The room does not have storage and when parties are brought in for small meeting and conferences it is not very functional. The remodel would include cabinets, countertops, new flooring, a small remodeled kitchen space, and a wall mounted tv for meetings.

G. Resolution: Authorizing Application for a Capital Assistance Grant

Greg Gates explained that the Authorizing Application for a Capital Assistance Grant resolution was something that needed to be included in the package that will be submitted to IDOT or the procurement of ten (10) new vehicle for the aging fleet at LOTS.

Motion to move the Authorizing Application for a Capital Assistance Grant resolution to the Executive Committee for inclusion on the full County Board agenda. **Moved** by Jack Skrogstad. **Second** by Bill Palen. **Motion** passed unanimously by voice vote.

H. Animal Control Ordinance

Tom Wilson complemented Teri Zinke for quickly and diligently putting together the changes for the the new Animal Control Ordinances. Teri Zinke and Brandi Barkowski were present via Zoom to answer any questions the committee might have regarding the changes to the ordinance. The office worked closely with the State's Attorney Office to make sure the changes were permissible.

Motion to move the Animal Control Ordinance to the Executive Committee for inclusion on the full County Board agenda. The ordinance will need to hold over until the County Board meeting in May. **Moved** by Jack Skrogstad. **Second** by Bill Palen. **Motion** passed 5 yes, 1 no.

XV. Appointments

A. Resolution: Appointment of Rex Meyer to the ZBA as a Permanent Member

Motion to move the resolution appointment of Rex Meyer to the Zoning Board of Appeals as a permanent member to the Executive Committee for inclusion on the full County Board agenda. **Moved** by Jack Skrogstad. **Second** by Marvin Williams. **Motion** passed unanimously by voice vote.

B. Resolution: Reappointment of Glen Hughes to the ZBA

Motion to move the resolution reappointing Glen Hughes to the Zoning Board of Appeals to the Executive Committee for inclusion on the full County Board agenda. **Moved** by Jack Skrogstad. **Second** by Bill Palen. **Motion** passed unanimously by voice vote.

XVI. Executive Session

No executive session was requested.

XVII. Adjournment

Motion to adjourn at 10:01 a.m. Moved by Jack Skrogstad. Second by Marvin Williams. Motion passed unanimously by voice vote.

The next meeting of the Properties, Planning, and Zoning Committee will be 9:00 a.m., on Tuesday, May 10, 2022.