



# County Services Committee Minutes

Lee County, Illinois

Apr 10, 2023 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 call to order at 9:00 a.m., by Chair Jack Skrogstad.

## II. Committee Member Roll Call: Chair Jack Skrogstad, Vice Chair Danielle Allen, Katie White, Ron Gascoigne, Reed Akre

Katie White, Danielle Allen, and Ron Gascoigne were absent. Jack Skrogstad, Reed Akre, and Dean Freil (appointed for quorum) were all present in person.

Also present: Dave Anderson (County Engineer/Highway Department), Charley Boonstra (State's Attorney), Jennifer Boyd (Assessor), Greg Gates (LOTS), Paul Gorski (IT), Alice Henkel (Renewable Coordinator), Nancy Petersen (County Clerk and Recorder), Wendy Ryerson (Administrator), Chris Tennyson (ROE), Brian Tjernlund (Assistant County Engineer), and Becky Brenner (Board Secretary) were all present in person.

## III. Public Attendees

Mike Mudge (Rock River Energy Services, Inc.) attended the meeting via Zoom video conferencing to walk the committee through the Electrical Aggregation topic on the agenda.

## IV. Approval of the Minutes from the Previous Meeting - (March 13, 2023)

Minutes from the March 13, 2023, County Services Committee Meeting were approved as presented without modification.

## V. Transportation/Solid Waste

### A. Highway Report

#### 1. Brooklyn Road Box Culvert Appropriation Resolution

Dave Anderson walked the committee through the Brooklyn Road Box Culvert Appropriation Resolution. He explained that the County Highway Department would be reinforcing a concrete box culvert on Brooklyn Road. The cost of the project is roughly \$550,000. The use of \$250,000 in American Rescue Plan Act (ARPA) funds (assigned to the project on August 25, 2022) and Federal Government and County matching funds would be used to cover the cost of the improvements.

**Motion** to move the Brooklyn Road Box Culvert Appropriation Resolution to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Dean Freil. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

#### 2. PASER (Pavement Condition) Report

Brian Tjernlund walked the committee through the comprehensive PASER (Pavement Surface Evaluation and Rating) Report he provided to the committee. The Highway Department does a PASER report every two

years. The report submitted included a great deal of details and photos. The following are highlights and excerpts from the report along with current ratings.

The purpose of this report is to rate and evaluate the road pavement conditions of the Lee County Highway System. Bridges were not considered in this study as they must be evaluated separately. Lee County, through its Highway Department, maintains approximately 220 miles of roadway within its jurisdiction. The road system includes both asphalt and sealcoat paved roads. This survey used the PASER System to rate and evaluate the pavement conditions. The findings of the report are intended to be used to:

- Identify what issues are currently affecting various roads throughout the county highway system.
- To help identify what maintenance and repairs are needed throughout the system.
- To estimate what it will cost to maintain and repair the highway system based on the current pavement conditions.
- To help create a future multi-year maintenance and construction plan.

The PASER system is designed to help the Highway Department staff assess the condition of the County’s highway system and determine what county resources are needed for each roadway segment. With limited funds available to the department, the PASER ratings help staff determine how to use this funding to provide the maximum benefit to the county residents.

- Current asphalt rating is 4.71 out of 10
- Current seal-coat rating is 3.27 out of 5

3. Award Bids from 04/06/23 Letting

**Motion** to award the bids received on April 6, 2023, as presented to the County Services Committee, subject to IDOT review, as applicable. **Moved** by Reed Akre. **Second** by Dean Freil. **Motion** passed unanimously by voice vote. Bids are provided below:

SECTION NO.	DESCRIPTION	LOW BIDDER	BID PRICE
22-00352-00-RS	Rockyford Road FDR/HMA	Martin and Company	\$1,479,612.80
23-00354-00-BR	Nelson Road Bridge Deck Patching	O’Brian Civil Works	\$25,750.00
22-00349-00-BR	Brooklyn Road Box Culvert Replacement	Sjostrom & Sons	\$408,068.56

B. Solid Waste Report

Dave Anderson reported that electronic recycling had started at the Highway Department and is available Monday - Friday, from 8:00 a.m. - 3:00 p.m.

VI. Assessor's Office - GIS Department

A. Assessor's Office

Jennifer Boyd reported the following information from the Assessor's Office:

- Jennifer and Sami will be attending the annual Eagleview conference in San Antonio, Texas. All expenses will be covered by Eagleview per the contractual agreement between Eagleview and Lee County.
- Exemption renewal forms have been mailed
- Work continues on the quadrennial review of photos from the six (6) East townships

B. GIS Department

Jennifer Boyd explained that licensing, network, and certificate work continues on the GIS server and reported the following information from the GIS Department:

1. The GIS intern was in the office for a week over Spring Break and worked on the following projects:
  - Assigning the flow directions and improving the quality of the sanitary main GIS layer
  - Trained on Zoning maps
  - Worked on the Eagleview Connect Explorer application
2. Sami has been working on the following projects:
  - Completing and submitting E911 requests
  - NG911 map validating and updating
  - US Census Bureau boundary and annexation survey information
  - Monthly parcel data splits and combinations information

VII. County Board

No report from County Board.

VIII. County Clerk's Office

Nancy Petersen reported the following information from the Election Office:

- The Consolidated Election went extremely well. Data turnaround time has decreased dramatically with the new equipment.
- Turnout was 18.3%, normally this runs around 15%
- Of the approximately 21,000 registered voters in Lee County, roughly 4,000 came out to vote

IX. IT Department

Paul Gorski reported the following information from the IT Department:

- IT welcomed Justin Carr, IT Technician, to the department on March 17, 2023
- The department continues to deploy grant funded laptops, monitors, and printers in New Courts
- The department is coordinating with Ed Stewart, Chief Bailiff, for the installation of new grant-funded security cameras in New Courts
- IT is working with the Health Department and county offices in New Courts to upgrade security card reading systems and install new card readers
- IT will be supporting the State's Attorney's Office and the Public Defender's Office in a migration to the new case management system (Karpel). They will assist by working with the court management system vendor JSI/Finvi to get any necessary database files needed for the transition loaded into the cloud based Karpel system.

X. LOTS

A. Monthly Report

Greg Gates walked the committee through the comprehensive report he submitted. The full report will be included in the April County Board agenda packet. Following are highlights from the report:

- The initial paperwork associated with registering the RMTD with the Secretary of State has been approved by SOS
- FY2024 applications were submitted to IDOT last Monday (April 3, 2023)

XI. ROE

A. Monthly Report

Chris Tennyson walked the committee through the comprehensive report that he submitted to the committee. The full report will be included in the April County Board agenda packet. Following are highlights from the report:

- Updates regarding the office move on June 12, 2023
- Legislative updates

XII. Veterans Assistance

No report from Veterans Assistance.

XIII. Zoning / Planning

A. Monthly Report

Alice Henkel walked the committee through the comprehensive Zoning Office monthly report and answered any questions that the committee had regarding the petitions going to and from the Zoning Board of Appeals and the Planning Commission. The report will be included in the April County Board agenda packet.

B. Action Items

1. Petitions Going To the Zoning Board of Appeals - 3 Petitions

- a. Petition 23-P-1605, PPN# 07-02-36-400-008, Special Use for a Solar Energy System - Dixon Township  
**Motion** to move petition 23-P-1605 to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Reed Akre. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.
- b. Petition 23-P-1606, PPN# 06-09-12-400-003, Special Use for a Solar Energy System – Franklin Grove Township  
**Motion** to move petition 23-P-1606 to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Reed Akre. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.
- c. Petition 23-P-1607, PPN# 12-14-24-300-003, Special Use for a Solar Energy System – Marion Township  
**Motion** to move petition 23-P-1607 to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Reed Akre. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

2. Petitions Coming From the Zoning Board of Appeals - 2 Petitions

- a. Petition 23-P-1608, PPN# 18-08-16-400-008, Map Amendment and Special Use for the construction and the operation of a farm equipment/machinery sales/service business - South Dixon Township  
**Motion** to move petition 23-P-1608 to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Dean Freil. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.
  - b. Petition 23-P-1609, PPN# 11-16-15-300-002, Special Use for a campground – Lee Center Township  
**Motion** to move petition 23-P-1609 to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Reed Akre. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.
3. Petitions Going To the Planning Commission - *None*  
There were no petitions going to the Planning Commission.
4. Petitions Coming From the Planning Commission - *2 Petitions*
- a. Petition 23-PC-70, Text Amendment to 10-15-15, Wind Energy Systems  
**Motion** to move petition 23-PC-70 to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Reed Akre. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.
  - b. Petition 23-PC-71, Text Amendment to 10-15-20, Solar Energy Systems  
**Motion** to move petition 23-PC-71 the Executive Committee for inclusion on the April County Board agenda. **Moved** by Dean Freil. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

XIV. Unfinished Business

No items under Unfinished Business.

XV. New Business

- A. Review of bids for the Lee County Electrical Aggregation Program for Lee County Residents and Small Businesses in the unincorporated areas of Lee County

Mike Mudge walked the committee through the Lee County Electrical Aggregation Program item on the agenda. Mike explained that in 2011 the legislature passed a bill that allowed government entities to consolidate small businesses and residents together into an aggregation program that allowed them to collect and accept bids and rates with suppliers other than ComEd. This concept was brought to the voters in the form of a referendum, and the referendum was passed. Mike explained that letters would be sent to the public once the County Board voted on a supplier and term, letters will be sent out as follows:

- Small businesses and residents that currently have ComEd as their supplier or are currently enrolled in County aggregation program will automatically be enrolled. However, they will receive a letter allowing them to opt out. (This does not include those that have a third-party supplier).

- Small businesses and residents that have solar arrays will not automatically be enrolled in the program but have the option to participate and will receive an opt in letter.
- Small businesses and residents with a third-party supplier will receive opt in letters.

**Motion** to move the Electrical Aggregation topic to the Executive Committee for inclusion on the April County Board agenda. **Moved** by Reed Akre. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

XVI. Executive Session

No request was made for an Executive Session.

XVII. Adjournment

**Motion** to adjourn at 10:04 a.m. **Moved** by Dean Freil. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

The next County Services Committee is scheduled for  
9:00 a.m., on Monday, May 15, 2023

Respectfully submitted by:  
Becky Brenner - Board Secretary