



# Executive Committee Meeting Minutes

Lee County, Illinois

Apr 13, 2023 at 11:00 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 11:00 a.m., by Chair Bob Olson. Due to technical difficulties, the meeting could not be streamed live to the public or be available for Zoom video conferencing.

## 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 all attended in person.

Also present: Dean Freil and Keane Hudson (Board Members), Alice Henkel (Renewable Energy Coordinator), Nancy Petersen (County Clerk and Recorder), Wendy Ryerson (Administrator), Stephanie Sasscer (Assistant State's Attorney), Clay Whelan (Sheriff), and Becky Brenner (Board Secretary) all attended in person.

## III. Public Attendees

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

## IV. Approval of the Minutes from the Previous Meeting - (March 16, 2023)

Minutes from the March 16, 2023, 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

### A. County Administrator Hire

Wendy Ryerson explained that the committee had discussed this topic in the March Executive Committee Meeting, but the committee requested that everyone have an additional month to review the job description. There were no requested changes to the job description during discussion and a salary range of \$90,000 - \$120,000 was agreed up for the position.

## VII. 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

Wendy reported that Mike Mudge had met with the County Services and Finance Committees to explain to the new Board Members how the program worked. She went on to explain that she felt the topic could be forwarded to the County Board without an additional presentation because the Board would only be responsible for selecting a provider and a term not a price at this time. Because of the changing market conditions, updated information will be provided to the Board Members before the April meeting.

**Motion** to move the Lee County Electrical Aggregation Program topic on the agenda to the April County Board agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

B. Lee County FY2022 Financial Audit

**Motion** to move the FY2022 Financial Audit to the April County Board agenda. **Moved** by Jim Schielein. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

C. SIPC Intergovernmental Agreement (Cooperative)

Wendy Ryerson explained that in the past the County had joined or participated in coops for purchasing purposes. Approval of this item by the Board would give the County an additional option for County purchases and projects.

**Motion** to add SIPC Intergovernmental Agreement (Cooperative) to the April County Board agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

VIII. **Appointments**

- A. Appointment of Jeff Roop to the Franklin Grove Fire Protection District
- B. Reappointment of Randy Gittleson to the Franklin Grove Fire Protection District
- C. Reappointment of Steve Gilmore to the Lee County Emergency Telephone System Board
- D. Reappointment of Ryan Buskohl to the Lee County Emergency Telephone System Board
- E. Reappointment of Kevin Lalley to the Lee County Emergency Telephone System Board
- F. Reappointment of Steven Howell Jr. to the Lee County Emergency Telephone System Board

**Motion** to approve all six (6) of the appointments and reappointments on the agenda at one time. **Moved** by Mike Koppien. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

**Motion** to move the the appointment of Jeff Roop and the reappointment of Randy Gittleson to the Franklin Grove Fire Protection District; and the

reappointment of Steve Gilmore, Ryan Buskohl, Kevin Lalley, and Steven Howell Jr. to the Lee County Emergency Telephone System Board to the April County Board agenda. **Moved** by Jim Schielein. **Second** by Tom Wilson. **Motion** passed unanimously by voice vote.

IX. Raffle Report

- A. Lee County Sheriff's Office
- B. Sinnissippi Centers, Inc.
- C. Walton Fest

**Motion** to put the Lee County Sheriff's Office, Sinnissippi Centers, Inc., and Walton Fest Raffle reports on file. **Moved** by Tom Kitson. **Second** by Tom Wilson. **Motion** passed unanimously by voice vote.

X. Review of Per Diem Report for County Board Approval - March Meetings for May Payout  
There were no changes to the per diem report for the March 2023 meetings.

XI. Executive Session

There was no request for an Executive Session.

XII. April 20, 2023, County Board Agenda Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Invocation
- D. Roll Call
- E. Board Chair Announcements
  - 1. Expression of thanks to Kevin Lalley (EMA)
- F. Approval of Board Minutes: March 23, 2023, County Board Meeting
- G. Joseph E. Meyer Resolutions – None
- H. Zoning and Planning
  - 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
    - b. Petition 23-P-1606, PPN# 06-09-12-400-003, Special Use for a Solar Energy System – Franklin Grove Township
    - c. Petition 23-P-1607, PPN# 12-14-24-300-003, Special Use for a Solar Energy System – Marion Township
  - 2. Petitions **Going To** the Planning Commission: None
  - 3. 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

- b. Petition 23-P-1609, PPN# 11-16-15-300-002, Special Use for a campground – Lee Center Township
  - 4. Petitions **Coming From** the Planning Commission: 2 Petitions
    - a. Petition 23-PC-70, Text Amendment to 10-15-15, Wind Energy Systems
    - b. b. Petition 23-PC-71, Text Amendment to 10-15-20, Solar Energy Systems
- I. Administrator Monthly Update and Board Member Comments
- J. Public Comments:
- K. County Organization Presentations/Updates
  - 1. Periodic Reports from LCIDA Director Tom Demmer
- L. Reports of Committee
 

*\*\*Mike Zeman reported that he would be attending the CIRMA Meeting on Thursday April 20, 2023, so he would be giving a report at the County Board Meeting. This topic will be add to the April County Board agenda.\*\**
- M. Unfinished Business
- N. New Business
  - 1. Appropriation Resolution 22-00349-00-BR(ARPACM) - Highway Department
  - 2. Lee County Electrical Aggregation Award
  - 3. Approval of the Lee County FY2022 Financial Audit
  - 4. SIPC Intergovernmental Agreement (Cooperative)
- O. Appointments
  - 1. Reappointment of Jeff Roop to the Franklin Grove Fire Protection District Resolution
  - 2. Appointment of Randy Gittleson to the Franklin Grove Fire Protection District Resolution
  - 3. Reappointment of Steve Gilmore to the Lee County Emergency Telephone System Board
  - 4. Reappointment of Ryan Buskohl to the Lee County Emergency Telephone System Board
  - 5. Reappointment of Kevin Lalley to the Lee County Emergency Telephone System Board
  - 6. Reappointment of Steven Howell Jr. to the Lee County Emergency Telephone System Board
- 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

XIII. Motion to Approve the Proposed County Board Agenda

**Motion** to approve the Proposed County Board Agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

XIV. Adjournment - Executive Committee Meeting

**Motion** to adjourn at 11:40 a.m. **Moved** by Tom Wilson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for  
11:00 a.m., on Thursday, May 18, 2023

Respectfully submitted by:

Becky Brenner – Board Secretary