



# Lee County Properties, Planning, and Zoning Committee Meeting Minutes

Lee County, Illinois

Feb 15, 2022 at 9:00 AM CST

Old Lee County Courthouse, Third Floor Boardroom, 112 E. 2<sup>nd</sup> 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

Marvin Williams was absent. All other members were present in person.

## III. Meeting Attendees and Visitors

John Nicholson (County Board Vice Chair), Greg Saunders (Maintenance Supervisor), Dee Duffy (Zoning Administrator), Alice Henkel (Renewable Energy Coordinator), Greg Gates (LOTS), Patty Rudolphi (ARPA Internal Control and Separation)(9:00-9:20), Paul Rudolphi (Chief Deputy in the Treasurer's Office, and ARPA Investment Strategist, Accounts Payable, and Staff Consultant)(9:00-9:20), Jonathan Henrikson (IT), and Becky Brenner (Board Secretary) were present in person. Teri Zinke attended via Zoom video conferencing.

## IV. Approval of the Minutes from the Previous Meeting

The January 11, 2022, Properties, Planning, and Zoning Committee meeting minutes were approved without modification.

## V. Review of Claims Report Provided by the Claims Committee

The committee reviewed the claims that were submitted for payment from January 14, 2022 - February 10, 2022, from Maintenance, Zoning, Animal Control, and LOTS.

## VI. Administrator and Department Head Reports

Full reports were submitted by the Maintenance Department, Zoning, and LOT and will be included in the February 24 2022, County Board agenda packet.

## VII. Petitions Coming to the Zoning Board of Appeals - Petition 21-P-1586 - See Attached

A copy of petition 21-P-1586 is included in the monthly Zoning report submitted by Dee Duffy. The report will be included in the February 24, 2022, County Board agenda packet. This petition was added to the Executive Committee agenda.

VIII. Petitions Coming to the Planning Commission - None

IX. Petitions Coming from the Zoning Board of Appeals - None

X. Petitions Coming from the Planning Commission - Petition 22-PC-66 - See Attached

A copy of petition 22-PC-66 is included in the monthly Zoning report submitted by Dee Duffy. The report will be included in the February 24, 2022, County Board agenda packet. This petition was added to the Executive Committee agenda.

XI. Renewable Energy Committee Updates - Chris Norberg

Chris Norberg reported that the Renewable Energy Committee had forwarded a recommendation to the Properties Committee to hire Curtis Cook from Chastain and Associates LLC to write County ordinances. Chastain and Associates currently works with the Highway Department on the wind project road use agreements and was highly recommended by Dave Anderson (County Engineer). The committee agreed that the contract would save the County money in the future and add an element of third party protection by an engineering firm. The committee will be requesting \$25,000 from the Finance Committee to cover the cost.

XII. Old Business

A. Repurposing of the Old Jail - Update

Tom Wilson reported that the County had secured an architect to put together demolition plans and design drawings for the repurposing of the old jail . These plans will include a sally port, indoor parking, first floor storage, and basement level Maintenance Department area. He also explained that he is waiting for a scope letter spelling out the cost for demolition and an HVAC system.

B. Updating Special Use Application Process - Tabled in December

No action was taken on this item.

XIII. New Business

A. American Rescue Plan Act - Final rule update on eligible categories / changes - Sara Leisner

Sara Leisner was not able to attend the meeting. Paul Rudolphi briefly walked the committee through the Treasury's Final Rule in connection to the American Rescue Plan Act. He focused mainly on the Revenue Loss Category. Paul explained that the Treasury gave the County the option to calculate revenue loss using two (2) different formulas or to take a standard allowance of up to \$10 million (or full award if total award is less than \$10 million). The benefit to the County in taking the standard allowance would be a major reduction in the amount of administrative reporting and tracking responsibilities. This option would not keep the funds from being distributed throughout the County to applicants or agencies. A narrative of the distribution of funds would still be required by the Treasury.

- B. Committee approval to go out for bid on New Courts Building Boiler Replacement Project

Tom Wilson explained that Greg Saunders has done an excellent job repairing the boilers at the New Courts Building through the cold temperatures. The boilers desperately need to be replaced and the committee is working on getting the specs together to go out for bid.

**Motion** to go out to bid for the New Courts Building Boiler Replacement Project. **Moved** by Dave Bally. **Second** by Jack Skrogstad. Motion passed unanimously by voice vote.

- C. Resolution: Appointment of permanent member to the Lee County Regional Planning Commission

Dee Duffy reported that she was submitting a resolution for appointment of Reed Akre to the Planning Commission. The resolution is on the Executive Committee agenda for placement on the February 24, 2022 County Board agenda.

- D. Renewable Energy conference

Tom Wilson reported that Alice Henkel would be attending a Renewable Energy Conference in Dallas, Texas.

- E. FY 2023 IDOT Contract Resolution for 5311 - LOTS
- F. FY 2023 IDOT Contract Ordinance for 5311 - LOTS
- G. Resolution: Authorizing and Executing REBUILD Capital Grant Agreement

The three (3) resolutions on the agenda for LOTS (Item E, F, and G) have been added to the Executive Committee agenda for placement on the February 24, 2022, County Board agenda.

XIV. Executive Session

No executive session was requested.

XV. Adjournment

**Motion** to adjourn at 9:35 a.m.. **Moved** by Jack Skrogstad. **Second** by Bill Palen. Motion passed unanimously by voice vote.