



County Services Committee Minutes

Lee County, Illinois

Jun 12, 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 called 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

Danielle Allen was absent. Jack Skrogstad, Katie White, Ron Gascoigne, and Reed Akre all attended in person.

Also present: Dave Anderson (County Engineer/Highway Department), Jennifer Boyd (Assessor), Dee Duffy (Zoning Administrator), Sami Elarifi (GIS Coordinator), Paul Gorski (IT Administrator), Alice Henkel (Renewable Energy Coordinator), Jonathan Henrikson (IT Technician), Nancy Peterson (County Clerk and Recorder), and Becky Brenner (Board Secretary) all attended in person.

III. Public Attendees

Courtney Kennedy (local council for Eldena Solar LLC) and Amber Miller (Eldena Solar LLC) attended the meeting to walk the committee through the Eldena Solar Request for an Extension for Special Use Permit item under new business on the agenda.

Caitlyn Culbertson (Representative of Amboy IL Solar 1 LLC) attended the meeting via Zoom video conferencing to refute statements and claims made by an individual that was allowed to speak at the May 25, 2023, County Board Meeting regarding a pending special use permit for the Amboy IL Solar 1 LLC solar energy system project. She explained that the statements and claims were made outside of the ZBA hearing process and according to Caitlyn included inaccuracies and misstatements. Caitlyn referenced the information presented to the ZBA during the hearing and cited the misrepresentations made by the individual. She asked that the information presented by the individual during the May Board Meeting not be considered by the Board when voting on the application during the June 22, County Board Meeting.

Alice Henkel spoke following the presentation by Caitlyn Culbertson with follow up clarification on the statement and claims made by the individual during the May 25, 2023.

IV. Approval of the Minutes from the Previous Meeting - (May 15, 2023)

Minutes from the May 15, 2023, County Services Committee Meeting were approved as presented without modification.

V. Transportation/Solid Waste

A. Highway Report

1. *Resolution: Intergovernmental Agreement Between South Dixon Township and Lee County*

Dave Anderson explained that the Intergovernmental Agreement Between South Dixon Township and Lee County was still being reviewed by the State's Attorney's Office and would not be presented until the July meeting.

Motion to table the Intergovernmental Agreement Between South Dixon Township and Lee County Regarding the Use of a Salt Storage Shed located on South Dixon Township Property. **Moved** by Reed Akre. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

2. *Resolution: Salary of the County Engineer*

Dave Anderson presented a Motor Fuel Tax Fund Appropriation Resolution for the County Engineer's salary. In accordance with his appointment agreement, Dave receives 96.55% of the state recommended salary. This complies with the State program that allows the County to transfer one half of the County Engineer's salary from Federal Funds to the Department's Motor Fuel Tax Fund.

Motion to move the County Engineer Salary Resolution to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Katie White. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

3. *GSG Repower Road Use Agreement*

Dave Anderson explained that the GSG Repower Road Use Agreement is a fairly standardized agreement that includes the same basic language and concepts that have been used in the past. Road names and dollar amounts are revised to reflect the scope of the specific project. Within the road use agreement as an exhibit is an escrow agreement.

Motion to move the GSB Repower Road Use Agreement to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Ron Gascoigne. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

4. *GSG Re-Power Escrow Agreement*

Dave Anderson explained that within the road use agreement, as an exhibit, was an escrow agreement that is required to be adopted separately. The County requires a letter of credit to collateralize the project in the event that the corporation would cease to exist. However, in this case, Wells Fargo would not agree to a letter of credit, so the developer agreed to put up \$50,000 in an escrow account to cover any legal fees necessary to pursue a letter of credit draw should it be denied.

Motion to move the GSG Re-Power Escrow Agreement to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Katie White. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

- B. Solid Waste Report
There was no report from Solid Waste.

VI. Assessor's Office - GIS Department

A. Assessor's Office

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

- The office has been very busy with tax bill and assessment questions.
- The office continues to work on the 2023 task lists.
- The required Board of Review Organizational Meeting and the Farmland Assessment Review Committee Meeting have been scheduled.
- At the Board of Review Organizational Meeting the new Chairman will be elected, and the rules will be approved.
- The Farmland Assessment Committee will review the Farmland assessed values for 2024.

B. GIS Department

Sami Elarifi reported the following information from the GIS Department:

- Sami and Logan Griswold (summer intern) worked with the City of Dixon to get the traffic signals, streetlights, and airfield lights added to their web map. The City of Dixon water Department provided the GIS Department with blueprints and as built drawings to complete the task.
- Logan is working on updating the Zoning map and a wall map for Lee County Fire Districts.
- Sami continues to update the 911Flex map and the monthly parcel data maintenance and land use for the County maps.
- GIS data and map request have been submitted for the Village of Paw Paw and Franklin Grove. Parcel data shape files and a list of multi-family dwellings in Lee County were submitted for the Lee Ogle Enterprise Zone and the City of Dixon parcel lines requested by an engineering service were submitted.
- Sami thanked IT Director Paul Gorski for providing the Department with the .gov certificate for the new GIS server. The certificate will initiate secure connection and establish trust between the new GIS server and clients and will allow the department to build a new and clean web map and GIS enterprise.

VII. County Board

A. Administrator Report

Wendy Ryerson was not able to attend the meeting.

VIII. County Clerk's Office

- Nancy Petersen reported that she had posted job openings in her office on Indeed.

IX. IT Department

Paul Gorski walked the Committee through the report that he provided. The full report will be included in the June County Board agenda packet. Paul introduced Fernando Castro Jr. Fernando will be working in the IT Department during the Summer as an intern through the BEST, Inc. employment program. Following his internship, he will be attending the University of Platteville-Wisconsin to study cybersecurity.

X. LOTS

A. Monthly Report

Greg Gates walked the committee through the report that he provided to the committee for LOTS. The full report will be included in the June County Board agenda packet.

B. Revised Title VI Plan

Greg Gates also walked the committee through the Revised Title VI Plan item on the agenda. He explained that LOTS is required to revise the Title VI Plan based on feedback from IDOT on potential language changes coming down from the Federal and State Government. Following a compliance audit in November of 2022, IDOT requested that revisions be made. One of the major changes was inclusion of statistics geared toward English limited proficiency individuals.

Motion to move the Revised Title VI Plan to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Reed Akre. **Second** by Katie White. **Motion** passed unanimously by voice vote.

XI. ROE

A. Monthly Report

Chris Tennyson was not able to attend the meeting but provided the committee with a detailed report that will be included in the June County Board agenda packet.

XII. Veterans Assistance

There was no report from Veterans Assistance.

XIII. Zoning / Planning

A. Monthly Report

Dee Duffy walked the committee through the monthly Zoning report. The full report will be included in the June County Board agenda packet. During the report, Alice Henkel walked the committee through changes being made to the solar and wind ordinances that were held over during the May County Board meeting.

B. Action Items

1. *Petitions Going to the Zoning Board of Appeals - 5 Petitions*

- a. Petition 23-P-1610, Petitioner HTIMS LP, PPN# 10-13-14-301-006, map amendment from R-2 Single Family Residential District to C-2 Planned Office and Business District for small equipment sales, service, and repair, Harmon Township

Motion to move Petition 23-P-1610 to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Reed Akre. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

- b. Petition 23-P-1611, Petitioner HTIMS LP, PPN# 10-13-14-301-008, map amendment from R-2 Single Family Residential District to C-2 Planned Office and Business District for small equipment sales, service, and repair, Harmon Township
- c. Petition 23-P-1612, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-005, map amendment from I-3 Heavy Industrial District to C-3 General Business District, Viola Township
- d. Petition 23-P-1613, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-005, revocation of Special Use, Viola Township
- e. Petition 23-P-1614, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-006, revocation of Special Use, Viola Township

Motion to move Petitions 23-P-1611, Petition 23-P-1612, Petition 23-P-1613, and Petition 23-P-16-14 to the Executive Committee for inclusion on the June County Board agenda all at one time. **Moved** by Katie White. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

Motion to move Petitions 23-P-1611, Petition 23-P-1612, Petition 23-P-1613, and Petition 23-P-16-14 to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Ron Gascoigne. **Second** by Katie White. **Motion** passed unanimously by voice vote.

2. *Petitions Coming From the Zoning Board of Appeals - 3 Petitions*

- a. Petition 23-P-1604, Woosung Solar, LLC, PPN# 16-01-13-100-001 and PPN# 16-01-14-200-003, Special Use for a community Solar Energy System – Palmyra Township

Motion to move petition 23-P-1604 to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Katie

White. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

- b. Petition 23-P-1606, Amboy IL Solar 1, LLC, PPN# 06-09-12-400-003, Special Use for a community Solar Energy System – Franklin Grove Township

Motion to move petition 23-P-1606 to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Reed Akre. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

- c. Petition 23-P-1607, Amboy IL Solar 2, LLC, PPN# 12-14-24-300-003, Special Use for a community Solar Energy System – Marion Township

Motion to move petition 23-P-1607 to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Reed Akre. **Second** by Katie White. **Motion** passed unanimously by voice vote.

3. *Petitions Going To the Planning Commission -*

There were no petitions going to the Planning Commission.

4. *Petitions Coming From the Planning Commission - 2 Petitions*

- a. Petition 23-PC-72, Text Amendment to 10-15-15, Wind Energy Systems

Motion to move Petition 23-PC-72 to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Ron Gascoigne. **Second** by Katie White. **Motion** passed unanimously by voice vote.

- b. Petition 23-PC-73, Text Amendment to 10-15-20, Solar Energy Systems

Motion to move Petition 23-PC-73 to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Reed Akre. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

XIV. Unfinished Business

There were no items under Unfinished Business.

XV. New Business

- A. Eldena Solar - Request for an Extension for Special Use Permit Issued September 17, 2020

Courtney Kennedy and Amber Miller walked the committee through the request for an extension for a Special Use Permit that was issued to Eldena

Solar on September 17, 2020. Courtney updated the committee on the progress that has already been made on the project and explained that continued progress has been substantially hindered by delays on the part of ComEd and PJM regarding required facility studies. She also cited continued employment issues and supply chain shortages due to COVID 19. A three-year extension was requested.

Motion to move the request for a Permit Extension for Eldena Solar to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Katie White. **Second** by Ron Gascoigne. **Motion** passed unanimously by voice vote.

B. 2023 BEST, Inc. Lease Agreement

Motion to move the 2023 BEST, Inc. Lease Agreement to the Executive Committee for inclusion on the June County Board agenda. **Moved** by Ron Gascoigne. **Second** by Katie White. **Motion** passed unanimously by voice vote.

C. Flag Flying and Display Policy for Lee County Consideration

1. *Resolution: Flag Flying and Display Policy for Lee County Consideration*

Angie Shippert walked the committee through the Flag Flying and Display resolution on the agenda. As the resolutions spells out: "County flagpoles are not intended to serve as a public forum for private expression by the public. Flags that the County displays on County flagpoles constitute government speech by the County and that any flags flown on County flagpoles are an expression of Lee County government's official sentiment and represent Lee County's support of what those flags represent". Ceremonial flags may only be displayed with the approval of the County Board by a 2/3 majority.

Motion to move the Flag Flying and Display Policy for Lee County to the Executive Committee for inclusion on the June County Board agenda.

Moved by Ron Gascoigne. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

XVI. Executive Session

There was no request for an Executive Session.

XVII. Adjournment

Motion to adjourn at 10:09 a.m. **Moved** by Ron Gascoigne. **Second** by Katie White. **Motion** passed unanimously by voice vote.

The next County Services Committee is scheduled for
9:00 a.m., on Monday, July 10, 2023

Respectfully submitted by:
Becky Brenner - Board Secretary