



Executive Committee Meeting Minutes

Lee County, Illinois

Thursday, July 11, 2024 at 11:00 AM

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.

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, Keane Hudson, Nancy Naylor, and Angie Shippert (Board Members), Charley Boonstra (State's Attorney), Jennifer Boyd (Assessor), Jeremy Englund (Administrator), Alice Henkel (Zoning Administrator), Nancy Petersen (County Clerk and Recorder), and Becky Brenner (Board Secretary) all attended in person.

III. Public Attendees

Payton Felix, reporter for Sauk Valley media attended in person.

IV. Approval of the Minutes from the Previous Meeting - (June 13, 2024)

Minutes from the June 13, 2024, 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 during their committee meeting. Dean Freil gave the report on Facilities and Maintenance because Tom Wilson was not able to attend the meeting earlier in the week.

A. *Sheriff's Report from Public Safety - Detailing events within the Department - Information Only*

Clay Whelan asked that his report from Public Safety be added to the Executive Committee agenda so Board Members would be up to speed on the events happening at the Sheriff's Office.

VI. Administrator Report

Highlights from Jeremy Englund's report included the following:

- The County is gearing up for the 2025 Budget hearings and process. He has been working with Reid Mitchell (County Finance Director), and the Treasurer's Office to assist Department Heads with preparing their draft budgets for the Finance Committee. Budget hearings with the Departments will start on August 6th.

VII. Old Business - None

There were no items under Old Business.

VIII. New Business

A. *Lee Center School Discussion*

The County will be contracting with Attorney Tim Zollinger to work through the process of taking possession of the Lee Center School. Once the County takes possession, the property can be cleaned up or sold.

B. *Ordinance Amending Lee County Liquor Ordinance - Title 3 Chapter 3*

This resolution would remove the AX License from the County liquor ordinance. The license is no longer being used, so it is being removed to clean up the ordinance.

Motion to put the Ordinance Amending Lee County Liquor Ordinance - Title 3 Chapter 3 on the July County Board agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

C. *Petition No. 24-P-1625, by Ameresco Lee County RNG, LLC*

Motion to put Petition 24-P-1625 on the July County Board agenda. **Moved** by Jim Schielein. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

D. *Petition No. 24-P-1629 by Richard A. Humphrey, Jr. and Brenda D. Humphrey, regarding part of PIN 18-08-13-100-006.*

Alice Henkel explained that this petition was sent back to the Zoning Board of Appeals during the June 2024, County Board meeting. During the July 3, 2024, ZBA meeting, the members amended their recommendation and or their conditions to prohibit outdoor storage. On July 5th, Mr. Humphrey filed a petition for special use to address the issue of outdoor storage. Mr. Humphrey currently has two active petitions: one that deals with having a commercial business in an Ag location and the second dealing with the issue of outdoor storage.

Motion to put Petition 24-P-1629 on the July County Board agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

E. *Resolution to Submit an Advisory Referendum to the Voters of Lee County Regarding the Possibility of Separating from Cook County to Form a New State*

This resolution was included on the Executive Committee agenda and posted for the public prior to the County Services Committee meeting on Tuesday, July 9th. During the County Services Committee meeting, this resolution died for lack of a motion and the topic was not moved forward to the Executive Committee agenda. Therefore, there was no discussion on this topic, and it will not be on the July County Board agenda.

IX. Appointment(s) -

A. *Resolution Reappointing Dr. William Long to the Lee County Board of Health*

Motion to put the resolution to reappoint Dr. William Long to the Lee County Board of Health on the July County Board agenda. **Moved** by Tom Kitson.

Second by Jim Schielein. **Motion** passed unanimously by voice vote.

B. *Resolution Reappointing Donald J. Dinges to the Sublette Fire Protection District*
Motion to put the resolution Reappointing Donald J. Dinges to the Sublette Fire Protection District on the July County Board agenda. **Moved** by Mike Koppien.
Second by Tom Kitson. **Motion** passed unanimously by voice vote.

C. *Resolution Appointing Gary Gehlbach to the Board of Review*
Motion to put the resolution to appoint Gary Gehlbach to the Board of Review on the July County Board agenda. **Moved** by Tom Kitson. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

X. Raffle Report(s) -

A. Dixon VFW Post 540 Ongoing Queen of Hearts Raffle Report
Motion to put the Dixon VFW Post 540 Ongoing Queen of Hearts Raffle Report on file with the County. **Moved** by Tom Kitson. **Second** by Mike Koppien.
Motion passed unanimously by voice vote.

XI. Review of Per Diem Report for County Board Approval - June Meetings for August Payout

This topic was for information only. No changes to the report were requested.

XII. Executive Session

A. 5 ILCS 120/2.06 Examination of Past Executive Session Minutes
Motion to enter into Executive Session at 11:21 a.m., for the Purpose of Discussing 5 ILCS 120/2.06, Examination of Past Executive Session Minutes.
Moved by Tom Kitson. **Second** by Tom Wilson.

Roll call going into Executive Session: Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, and Tom Wilson all attended in person.

Also present: Dean Freil, Keane Hudson, Nancy Naylor, Angie Shippert, Charley Boonstra, Jeremy Englund, and Becky Brenner.

Roll call back in open session: Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, and Tom Wilson.

Also present: Dean Freil, Keane Hudson, Nancy Naylor, Charley Boonstra, Jeremy Englund, Nancy Petersen, Becky Brenner, and Payton Felix.

Back in open session at 11:26 a.m.

Action coming out of Executive Session - Motion to release in full, the Executive Committee Executive Session minutes from January 11, 2024, as recommended by the State's Attorney. **Moved** by Jim Schielein. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

XIII. July 18, 2024, County Board Agenda Items

A. Call to Order

- B. Pledge of Allegiance
- C. Invocation
- D. Roll Call
- E. Board Chair Announcements
- F. Approval of Board Minutes: June 20, 2024, County Board Meeting
- G. Joseph E. Meyer Resolutions - 1 Resolution for Parcel# 13-21-11-252-016
- H. Zoning and Planning
 - 1. Petitions Going To the Zoning Board of Appeals: 2 Petitions
 - a. Petition No. 24-P-1628 by Jacob Lytle and Emma Lytle, as owners of certain real property known as PIN 14-09-05-300-012
 - b. Petition No. 24-P-1629 by Richard A. Humphrey, Jr. and Brenda D. Humphrey, regarding part of PIN 18-08-13-100-006
 - 2. Petitions Going To the Planning Commission: - None
 - 3. Petitions Coming From the Zoning Board of Appeals: 2 Petitions
 - a. Petition No. 24-P-1627, by Ag View FS, Inc., as owner of certain real property known as PIN 03-04-24-300-006
 - b. Petition No. 24-P-1625, by Ameresco Lee County RNG, LLC,
*** Petition 24-P-1624 was added to the petitions coming from the ZBA during the meeting.*
 - 4. Petitions Coming From the Planning Commission: None
- I. Administrator Monthly Update and Board Member Comments
- J. Public Comments:
- K. County Organization Presentations/Updates
- L. Reports of Committee
- M. Unfinished Business - None
- N. New Business
 - 1. Resolution to Submit an Advisory Referendum to the Voters of Lee County Regarding the Possibility of Separating from Cook County to Form a New State
***This resolution was removed from the July County Board agenda.*
 - 2. BAR Form - ARPA Expenses and Administrative Fees
 - 3. BAR Form - ARPA Expenses Reallocation - Capital Fund
 - 4. BAR Form - ARAP Expenses Reallocation - Abandoned/Nuisance Property Fund
 - 5. Ordinance Amending Lee County Liquor Ordinance - Title 3 Chapter 3 - (Hold Over Until August)
- O. Appointment(s)
 - 1. Resolution Reappointing Dr. William Long to the Lee County Board of Health
 - 2. Resolution Reappointing Donald J. Dinges to the Sublette Fire Protection District
 - 3. Resolution Appointing Gary Gehlbach to the Board of Review
- 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

XIV. Motion to Approve the Proposed County Board Agenda

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

Before the committee adjourned, Jeremy Englund reported that the Zoning Office will be hosting an evening seminar on Floodplain matters at 6:00 p.m., on Monday, July 29th, at the Old Courthouse in the third-floor courtroom. Aaron Conley from IDNR has been invited to answer questions specific to state requirements.

XV. Adjournment - Executive Committee Meeting

Motion to adjourn at 11:35 a.m. **Moved** by Mike Koppien. **Second** by Tom Wilson. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for
11:00 a.m., on Thursday, August 15, 2024

Respectfully submitted by:
Becky Brenner – Board Secretary

**THESE MINUTES WERE REVIEWED DURING THE JULY 11, 2024,
EXECUTIVE COMMITTEE MEETING AND WERE RELEASED IN FULL**



Executive Committee Meeting Minutes

(Executive Session) Minutes

Lee County, Illinois

January 11, 2024

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

I. Executive Session Meeting call to order:

Following a short break, the Executive Committee **Executive Session** meeting was called to order at 11:28 a.m., by Chair Bob Olson for the purpose of discussing 5 ILCS 102/2.06 Examination of Past Executive Session Minutes.

II. Committee Members present:

Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, and Tom Wilson all attended in person. Jim Schielein attended via Zoom video conferencing.

III. Board Members, Department Heads, or Employees present:

Dean Freil and Keane Hudson (Board Members), Charley Boonstra (State's Attorney), Jeremy Englund (Administrator), and Becky Brenner (Board Secretary) all attended in person.

IV. Discussion:

The committee met and reviewed past Executive Session minutes. State's Attorney Charley Boonstra provided the committee with a list of the minutes he recommended for release, either in full or redacted. The committee followed the recommendations except for the August 4, 2023, Executive Committee Executive Session Minutes.

Following is a list of the minutes that would be released in open session:

- February 16, 2023, Executive Committee Executive Session Minutes - minutes released in full.
- March 16, 2023, Executive Committee Executive Session Minutes - minutes released in full.
- July 13, 2023, Executive Committee Executive Session Minutes - minutes released in full.
- July 27, 2023, Finance Committee Executive Session Minutes - minutes released in full.
- August 3, 2023, Finance Committee Executive Session Minutes - minutes released in full.
- August 10, 2023, Finance Committee Executive Session Minutes - minutes released with redactions.
- August 17, 2023, Finance Committee Executive Session Minutes - minutes released in full.

- September 14, 2023, Finance Committee Executive Session Minutes - minutes released with redactions.
- September 26, 2023, Finance Committee Executive Session Minutes - minutes released in full.
- December 14, 2023, Finance Committee Executive Session Minutes - minutes released in full.

V. Motion to move out of Executive Session:

Motion to move out of Executive Session at 11:38 a.m. **Moved** by Tom Wilson. **Second** by Tom Kitson.

Respectfully submitted by:
Becky Brenner - Board Secretary