



*Lee County Board Meeting Minutes*

Lee County, Illinois

Dec 21, 2023 at 6:00 PM CST

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

I. Call to Order:

Chairman Olson called the regular session of the Lee County Board to order December 21, 2023, at 6:00 P.M. at the Old County Courthouse, 3rd Floor Boardroom in Dixon.

II. Pledge of Allegiance:

Chairman Olson led the Pledge of Allegiance

III. Invocation - Pastor Mike Sutcliffe, President of the Dixon Area Christian Ministerial Association and Pastor of Corner Fringe Church in Dixon

Pastor Mike Sutcliffe - President of the Dixon Area Christian Ministerial Association and Pastor of Corner Fringe Church in Dixon - led the board in an invocation.

IV. Roll Call:

Clerk Petersen called the roll. Member physically present were Chairman Olson, Akre, Bivins, Book, Freil, Gascoigne, Hudson, Huss, Kitson, Mimini, Naylor, Pearson, Robertson, Schielein, Shippert, Skrogstad, Wilson and Zeman. Absent were Koppien and White.

V. Announcements:

A. Please mute or turn off cell phones

Dave Anderson Lee County Highway Engineer spoke on behalf of the first two resolutions on the agenda. Stating how many years of service and accomplishments these two women have given to the county.

B. Resolution: Recognition and Profound Appreciation of Dee Duffy for Distinguished Public Service

**Motion to approve Resolution #2023-12-001** Recognition and Profound Appreciation of Dee Duffy for Distinguished Public Service.

**Moved** by Mr. Freil. **Second** by Mr. Skrogstad. Wendy Ryerson

County Administrator spoke on behalf of Ms. Duffy's 30 years of service and dedication. **Motion carried** by voice vote.

- C. Resolution: Recognition and Profound Appreciation of Wendy Ryerson for Distinguished Public Service

**Motion to approve Resolution #2023-12-002** Recognition and Profound Appreciation of Wendy Ryerson for Distinguished Public Service. **Moved** by Mr. Skrogstad. **Second** by Ms. Naylor. Jennifer Boyd County Assessor spoke on behalf of Ms. Ryerson's achievements in her 37 years of service. **Motion carried** by voice vote.

- VI. Approval of Board Minutes: November 21, 2023 Regular County Board Meeting

There were no revisions to the minutes; stand as read.

- VII. Monthly Resolutions: Joseph Meyer Resolutions (Roll Call) None

- VIII. Zoning and Planning

- A. Petitions Going To the Zoning Board of Appeals:

- 1. Petition No. 23-P-1617 by Petitioner Steward Creek Solar, LLC, regarding the following PINs that are located in Alto and Willow Creek Twp

**Motion to move** Petition 23-P-1617 to the Zoning Board of Appeals. **Moved** by Mr. Kitson. **Second** by Mr. Freil. **Motion carried** by voice vote.

- B. Petitions Going To the Planning Commission: None
- C. Petitions Coming From the Zoning Board of Appeals: None
- D. Petitions Coming From the Planning Commission: None

- IX. Administrator Monthly Update and Board Member Comments

Ms. Ryerson gave the county board an update on the standings of Lee County Tourism. Starting December 1st the county is under contract with Discover Dixon to provide tourism services. Effective November 30th Lee County Tourism Council is no longer in existence. Special thanks to Diane

Nicholson for all of her years of service with Lee County Tourism. Mr. Englund County Administrator thanked Ms. Ryerson for all of her service and assistance with his transition in to his new position with Lee County.

X. Public Comments:

Li Arellano Jr. spoke on behalf of his previous partnership with the Lee County Board. He would like to move forward and serve Lee County and the region and start with reform down in Springfield.

XI. County Organization Presentations/Updates:

None

XII. Reports of Standing Committees:

A. County Services Committee: Jack Skrogstad, Chair

Mr. Skrogstad stated reports and minutes are in the agenda packet.

B. Public Safety and Court Services Committee: Mike Koppien, Chair

In Mr. Koppien's absent Mr. Hudson stated reports and minutes are in the agenda packet.

C. Facilities and Maintenance Committee: Tom Wilson, Chair

Mr. Wilson gave his report and the minutes are in the agenda packet.

D. Claims Committee: Mike Zeman, Chair

Mr. Zeman gave his report. Total of 97 claims were submitted and approved.

E. Finance: Jim Schielein, Chair

Mr. Schielein gave his report. Minutes are in the agenda packet. Mr. Bivins, who is the chair of the negotiations committee, gave an update on the FOP contract. After mediations they were able to come to a successful negotiation for the contract. The contract was ratified for a 3 Year period with a 14% top loaded increase and then 4% and 4%. **Motion to accept the FOP Contract, Moved** by Mr. Bivins. **Second** by Mr. Mimini. **Motion carried** unanimously by voice vote.

- F. Executive Committee: Bob Olson, Chair  
Chairman Olson reported minutes are in the agenda packet.

XIII. Reports of Other Committees or Appointments

- A. Board of Health: Katie White, Liaison  
No report Ms. White was absent
- B. 911 Board: Keane Hudson, Liaison  
Mr. Hudson stated there was no report in addition to the minutes that are in the packet.
- C. Tri-County Opportunities Council: Angie Shippert, Liaison  
Mr. Akree stated there was no meeting.
- D. Blackhawk Hills Regional Council/Lee-Ogle Enterprise Zone: Angie Shippert, Liaison  
Ms. Shippert gave her report.
- E. Lee County Industrial Development Association (LCIDA): Reed Akre, Liaison  
Mr. Akre gave his report.
- F. Counties of Illinois Risk Management (CIRMA): Mike Zeman  
Mr. Zeman stated there was no report but gave some updates.
- G. United Counties Council of Illinois (UCCI): Tom Kitson. Liaison  
Mr. Kitson had no report.
- H. Illinois Association of County Board Members (IACBM): Mike Koppien  
No report Mr. Koppien was absent.

XIV. Unfinished Business:

None

XV. New Business:

- A. Resolution: Setting Election Judge Daily Compensation

**Motion to approve Resolution #2023-12-003** Setting Election Judge Daily Compensation. **Moved** by Ms. Naylor. **Second** by Mr. Hudson. **Motion carried** unanimously by voice vote.

- B. Resolution: Establishing the Regular Meeting Schedule for FY 2024 for the Lee County Zoning Board of Appeals

**Motion to approve Resolution #2023-12-004** Establishing the Regular Meeting Schedule for FY2024 for the Lee County Zoning Board of Appeals. **Moved** by Ms. Huss. **Second** by Mr. Skrogstad. **Motion carried** unanimously by voice vote.

- C. Resolution: Establishing the Regular Meeting Schedule for FY 2024 for the Lee County Regional Planning Commission

**Motion to approve Resolution #2023-12-005** Establishing the Regular Meeting Schedule for FY2024 for the Lee County Regional Planning Commission. **Moved** by Mr. Bivins. **Second** by Ms. Naylor. **Motion carried** unanimously by voice vote.

- D. Employee Handbook Revisions

Ms. Ryerson talked about the revisions made to the Employee Handbook. Highlights:

- Paid leave for all workers Act which goes into effect January 1st
- Social Media section

**Motion to approve Resolution #2023-12-006** Employee Handbook Revisions. **Moved** by Ms. Naylor. **Second** by Mr. Kitson. **Motion carried** unanimously by voice vote.

- E. Financial Policies and Procedures Revisions

**Motion to approve Resolution #2023-12-007** Financial Policies and Procedures Revisions. **Moved** by Mr. Schielein. **Second** by Mr. Freil. **Motion carried** unanimously by voice vote.

- F. FOP Union Contract

See under Finance Committee Report.

XVI. Appointments:

- A. Appointment of John Beveridge to the Lee County Housing Authority

**Motion to approve Resolution #2023-12-008** Reappointment of John Beveridge to the Lee County Housing Authority. **Moved** by Mr Freil. **Second** by Mr. Kitson. **Motion carried** unanimously by voice vote.

- B. Resolution: Reappointment of Jared Nicholson to Lee County Sheriff's Merit Commission

**Motion to approve all three of the Sheriff's Merit Resolutions at one time.** **Moved** by Mr. Skrogstad. **Second** by Mr. Freil. **Motion carried** unanimously by voice vote. **Motion to approve:**

- **Resolution #2023-12-009** Reappointment of Jared Nicholson to the Lee County Sheriff's Merit Commission
- **Resolution #2023-12-010** Reappointment of Theresa Sheridan to the Lee County Sheriff's Merit Commission
- **Resolution #2023-12-011** Reappointment of Henry Gerdes to the Lee County Sheriff's Merit Commission

**Moved** by Mr. Hudson. **Second** by Mr. Kitson. **Motion carried** unanimously by voice vote.

- C. Resolution: Reappointment of Theresa Sheridan to the Lee County Sheriff's Merit Commission
- D. Resolution: Reappointment of Henry Gerdes to the Lee County Sheriff's Merit Commission

XVII. Executive Session:

No Executive Session

XVIII. Approval of County Officers Reports/Quarterly Treasurer's Report

**Motion to approve** the County Officers Reports/Quarterly Treasurer's Report. **Moved** by Mr. Bivins. **Second** by Ms. Naylor. **Motion carried** unanimously by voice vote.

XIX. Approval of Monthly Revenue Report, Claims Paid, Claims Paid in Vacation, and Payroll Paid (Roll Call Vote)

**Motion to approve** the Monthly Revenue Report, Claims Paid, Claims Paid in Vacation, and Payroll Paid. **Moved** by Mr. Kitson. **Second** by Mr. Pearson.

**Roll call vote is called.**

**YES:** Skrogstad, Wilson, Zeman, Akre, Bivins, Book, Freil, Gascoigne, Hudson, Huss, Kitson, Mimini, Naylor, Pearson, Robertson, Schielein, Shippert and Olson.

**NO:** None

**ABSENT:** White and Koppien

**Motion carried by roll call vote.**

XX. Approval of Board Member Mileage and Per Diem

**Motion to approve** the Board Member Mileage and Per Diem. **Moved** by Mr. Kitson. **Second** by Mr. Pearson. **Motion carried** unanimously by voice vote.

XXI. Motion to Adjourn:

**Motion to adjourn.** **Moved** by Mr. Wilson. **Second** by Mr. Pearson. **Motion carried** unanimously by voice vote.

Adjourned at 7:01 P.M.

Bob Olson Chairman Lee County Board

Attest: Nancy Petersen Ex-Officio Clerk of the Lee County Board