



# Executive Committee Meeting Minutes

Lee County, Illinois

Jan 11, 2024 at 11:00 AM CST

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

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

Also present: Dean Freil and Keane Hudson (Board Members), Dave Anderson (County Engineer/Highway Department), Charley Boonstra (State's Attorney), Jeremy Englund (Administrator), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), Clay Whalen (Sheriff), and Becky Brenner (Board Secretary) all attended in person. Alice Henkel (Zoning Administrator) and Teri Zinke (Animal Control Administrator) both attended via Zoom video conferencing.

## III. Public Attendees

No members of the public were in attendance.

## IV. Approval of the Minutes from the Previous Meeting - (December 14, 2023)

Minutes from the December 14, 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 during their committee meeting.

## VI. Administrator Report

Jeremy Englund reported the following information:

- A board action request form for \$381,186.74 from Allied Facility Partners would be submitted to the County Board Members on January 18, 2024. The invoice was for the HVAC project starting at the New Courts Building later in the month.
- The retirement party for Wendy Ryerson and Dee Duffy that had been scheduled for Friday, January 12, 2024, would be rescheduled. The party was postponed because of the threat of inclement weather.

## VII. Department Head Reports

Committee Meetings for County Services, Public Safety and Court Services, and Facilities and Maintenance were cancelled earlier in the week due to inclement

weather, so the Department Head reports were added to the Executive Committee agenda.

A. *Animal Control*

Teri Zinke explained that she had submitted quarterly graphs for the committee to review and that the Maintenance Department was installing outside doors for the kennels to protect the animals from the West wind.

B. *Assessor*

C. *Circuit Clerk*

D. *County Clerk and Recorder*

Nancy Petersen walked the committee through the report that she submitted from the County Clerk and Recorder's Office. This report will be included with a copy of the minutes and included in the January County Board agenda packet.

E. *EMA*

F. *GIS*

G. *Highway*

Dave Anderson walked the committee through the report that he submitted from the Highway and Solid Waste Departments. This report will be included with a copy of the minutes and included in the January County Board agenda packet.

H. *IT*

I. *LOTS*

J. *Maintenance Department*

K. *Sheriff*

Clay Whelan walked the committee through the report he submitted from the Sheriff's Office. This report will be included with a copy of the minutes and included in the January County Board agenda packet.

L. *Zoning and Planning*

Alice Henkel walked the committee through the Zoning and Planning report. This report will be included with a copy of the minutes and included in the January County Board agenda packet.

VIII. Old Business - None

There were no items on the agenda under Old Business.

IX. New Business

A. *Resolution Requesting Consent to the Reappointment of the Incumbent as County Engineer*

**Motion** to move the Resolution Requesting Consent to the Reappointment of the Incumbent as County Engineer to the January County Board agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

B. *2024 Highway Department Project Letting Schedule - Information Only*

The 2024 Highway Department Project Letting Schedule was a topic added to the agenda for information only, no action was required.

C. *Social Media Policy Draft*

Jeremy Englund walked the committee through the proposed Social Media Policy draft.

**Motion** to move the Social Media Policy Draft to the January County Board agenda. **Moved** by Mike Koppien. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

X. Appointment(s) - None

There were no appointment resolutions submitted in December.

XI. Raffle Report(s) - None

There were no raffle reports submitted in December.

XII. Review of Per Diem Report for County Board Approval - November Meetings for January Payout

No changes were requested to the report submitted for the November meeting per diems.

XIII. Executive Session

**Motion** to enter into Executive Session at 11:25 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, and Tom Wilson all attended in person. Jim Schielein attended remotely.

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

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

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

Back in open session at 11:39 a.m.

**Action coming out of Executive Session - Motion** to release the executive session minutes recommended by the State's Attorney (listed below), with the exception of the August 4, 2023, Executive Committee Executive Session Minutes. **Moved** by Tom Wilson. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

- 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.

XIV. January 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: December 21, 2023, County Board Meeting
- G. Joseph E. Meyer Resolutions -
- H. Zoning and Planning
  - 1. Petitions Going To the Zoning Board of Appeals: None
  - 2. Petitions Going To the Planning Commission: None
  - 3. Petitions Coming From the Zoning Board of Appeals: - None
  - 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 Requesting Consent to the Reappointment of the Incumbent as County Engineer
  - 2. Social Media Policy Draft
    - \*\* BAR Form for the HVAC project at the New Courts Building was added to the January County Board agenda during the meeting.
- O. Appointments - None
- 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

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

XVI. Adjournment - Executive Committee Meeting  
**Motion** to adjourn at 11:44 a.m. **Moved** by Tom Wilson. **Second** by Tom Kitson.  
**Motion** passed unanimously by voice vote.

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

Respectfully submitted by:  
Becky Brenner – Board Secretary

Lee County Highway Department  
Report to the County Services Committee – JANUARY 2024

The following represents a report of notable Highway Department activities and explanations of requested board actions:

**Status of Current Projects**

- 2024 Bid letting schedule is attached to this report.
- Projects listed on the bid letting schedule represent 35 separate projects totaling an estimated \$5.6 million.

**Other:**

- In addition to assembling projects for bidding, the engineering staff will begin inspection of approximately 100 bridges this winter to comply with the Federal Highway Administration's National Bridge Inspection Standards.

**Board Action Items:**

- Resolution for Requesting Consent to the Reappointment of the Incumbent as County Engineer.

**Solid Waste**

Electronics collection is closed for the season and will reopen again in April. The contract is in place with Dynamic Lifecycle Innovations for recycling E-waste in 2024.



**MONTHLY ASSESSMENT OFFICE REPORT**  
**January 9, 2024 – County Services Committee**

- ❖ The deadline to appeal assessments to the Board of Review was December 22, 2023.
  - We received a total of **77 appeals**.
    - There was concern with the increase in the market for home sales effecting the assessed value of property, appeals would be up dramatically but number of appeals appear to be in line with recent history:
      - 5-year average number of appeals is 70
      - The last quadrennial reassessment of District 4 (Alto, Reynolds, Viola, and Willow Creek in 2019 produced 87 appeals
  - We are required to allow a 10-business day extension for taxpayers to submit evidence to accompany their appeals if the appeal was filed by the deadline.
    - This year we had 21 complaints filed that indicated they would be submitting their evidence by the extended deadline. That is quite an uptick from the normal number which I estimate to be less than 10 for any given year.
    - Due to the holidays that 10-business day extension from December 22, 2023 gives taxpayers until January 9<sup>th</sup> to submit their evidence.
  - We have 6 Commercial and 1 Industrial property appealing.
    - At this time only one property is requesting greater than \$100,000 assessed value reduction, which requires notification to the taxing bodies. It is possible there will be others when they submit their evidence.
  - Staff have been reviewing appeals that do have complete evidence submitted. Appeals are docketed, appraisals and comparables are reviewed for accuracy and assessment office comparable reports are often generated among other research that may be done.
- ❖ After publishing the 2023 assessments, the abstract was mailed to the Illinois Department of Revenue. This is the reporting and tracking IDOR requires to do their calculations to decide if any additional multipliers would need to be put on assessments.
  - This is why we apply factors before publication to conform to IDOR standards and avoid them applying additional factors.
  - Once they receive the abstract and start reviewing it, we have additional follow up communications with them to answer questions, clarify information and correct lines.
- ❖ The end of the year is also a busy time for homestead exemption renewals as the printed deadline on most of these is December 31<sup>st</sup>. In addition to the heavy phone and counter traffic for appeals, there has been a steady flow of taxpayers that we have been assisting with exemption applications.
- ❖ GIS news: I am happy to report that Logan Griswold who had worked with us over the summer is joining us full time this week. Logan graduated from University of Wisconsin – Whitewater this December with his BS in Geography with a Minor in Environmental Studies and also received GIS Certificate. We are excited to have Logan join our team!

Respectfully submitted,

Jennifer Boyd, CIAO  
Chief County Assessment Officer/  
GIS Supervisor



**GIS Department Report**  
**January 4, 2024**

I've been working on the following tasks:

- Gathering and incorporating users' feedback on the new GIS portal to provide better service and experience to the end user.
- Processing the monthly property splits and combinations and maintaining the genealogy for each parcel.
- Maintaining and updating land use, zoning, and other GIS layers.
- Updating the 911 Flex map to the most recent information provided by the 911 Center.
- Updating the NG911 map and uploading the validated layers to the Illinois State Police GIS Hub.
- Creating a large county wall map and printing additional copies of the Harmon Fire District wall map.
- Responding to several GIS data requests.

Respectfully Submitted,  
Sami Elarifi  
GIS Coordinator





**COUNTY CLERK & RECORDER**  
**REPORT FOR JANUARY 9TH COMMITTEE MEETING**

January 17<sup>th</sup> is the last day for a candidate to withdrawal for the election in March. Mailing of the ballots will not begin until Thursday February 8, 2024. **General Primary in March 19, 2024.**

January 16<sup>th</sup>-17<sup>th</sup> is the IACCR 2024 Winter Conference held in Peoria at the Embassy Suites Riverfront Hotel & Conference Center. I will be attending both days.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nancy Petersen".

Nancy Petersen  
Lee County Clerk & Recorder



**Report to County Services Committee of Lee County Board**  
January 9, 2024 | 9:00 AM

**1) ROLLING 3-MONTH RIDE DATA FOR SFY 2024**

	October, 2023	November, 2023	December, 2023	Total for Period
<b>RIDES</b>	<b>8,713</b>	<b>8,061</b>	<b>6,592</b>	<b>23,366</b>
<b>SERVICE HOURS</b>	<b>2,704</b>	<b>2,787</b>	<b>2,114</b>	<b>7,605</b>
<b>MILES OF SERVICE</b>	<b>72,976</b>	<b>69,291</b>	<b>54,154</b>	<b>196,421</b>
<b>FUEL COST</b>	<b>\$19,112.29</b>	<b>\$17,960.25</b>	<b>\$15,321.67</b>	<b>\$52,394</b>

**2) DEVELOPMENTS**

**a) Feasibility Studies: Dixon and Rochelle**

- i) LOTS received Pre-Award Concurrence from IDOT on the choice of RLS and Associates as the successful vendor for work on feasibility studies to be completed in Rochelle and Dixon.
  - (1) RLS and Associates has initiated work on the two feasibility studies.
  - (2) An initial meeting between RLS and LOTS will be held this week.
  - (3) The feasibility studies will examine the potential of creating fixed transportation routes for the cities of Dixon and Rochelle.
  - (4) The studies will run concurrently with each other.
  - (5) The anticipated time frame for completing these studies is anticipated at up to nine (9) months.
  - (6) The studies will include a variety of tools (key stakeholder meetings, surveys and focus groups) to gather critical data on the question of whether it is feasible to create and run regular fixed routes in the two (2) municipalities.

**b) LOTS Awarded Funding to Complete SPR Funding on Transportation Needs**

- i) In September, LOTS/Lee County received word from IDOT/State Planning and Research of funding it has been awarded \$243,594 to complete a two-year study on transportation needs of residents of Lee and Ogle Counties.
  - (1) LOTS will partner with Northern Illinois University’s Center on Governmental Studies to complete this study.

**c) Reagan Mass Transit District**

- i) The Definitive Agreement, which outlines the transition of assets to RMTD, has been returned from IDOT and currently under review by the Lee County State’s Attorney’s Office and the legal team representing RMTD for final changes.
  - (1) The Definitive Agreement will be presented to the Lee County Board and Ogle County Board for their consideration.

**d) Rural Winnebago County Transit Services**

- i) The Winnebago County Board is continuing to work toward the launch of rural public transportation services on July 1, 2024.
  - (a) The next step in the process is to complete an Intergovernmental Agreement (IGA) with Winnebago County for the provision of transportation services.
  - (b) The formal request from Winnebago County for three (3) vehicles to be used in that county will be made in the coming weeks.

**e) Architectural/Engineering Firm / Oregon facility construction**

- i) Pre-award concurrence has been received from IDOT. Larson and Darby, an architectural firm out of Rockford, has been secured for the A&E process.
- ii) Architectural and Engineering firm has provided us with a 90% complete design of the Oregon facility. This project is part of LOTS application under REBUILD Round 1

- f) Architectural/Engineering Firm / Addition to Dixon Facility**
  - i) An architectural and engineering firm – Willett Hoffman – was selected for the addition project on to the Reagan Transit Center.
  - ii) Project includes development of new offices at Reagan Transit Center and secured file room/storage room. Geothermal and Solar technologies will be incorporated into complex
  - iii) This project is part of LOTS application under REBUILD Round 2
  
- g) Hydrogen Fuel Feasibility Study**
  - i) In partnership with the University of Illinois (Urbana/Champaign), LOTS has submitted a feasibility study proposal to the Illinois Center for Transportation to assess the potential use of hydrogen (and its local production) in public transportation vehicles.
    - (1) This 18-month proposal is requesting \$360,000 to consider the use (and production) of hydrogen in rural public transportation vehicles.
    - (2) This application is similar to the application submitted to the Rural and Tribal Assistance Pilot Grant program of the Build America program from the US DOT.
      - (a) Award announcements for this funding are expected by December.
  
- h) Budget/Contracts for FY 2024 (July 1, 2023 – June 30, 2024)**
  - (1) Executed contracts for State Fiscal Year 2024 are as follows:
  - (2) Contractual amounts for FY 2024 are as follows:
    - (a) 5311 Contract: \$282,700 \*
    - (b) 5311F Contract (I-88): \$1,100,000 \*
    - (c) 5311F Contract (I-39): \$929,606 \*
    - (d) DOAP Contract: \$1,555,840
 \*These are being combined into a single contract by IDOT
  
- i) Vehicle Procurement**
  - (1) LOTS collaboration with IDOT on a federal proposal to the Low/No Emission Grants.
    - (a) LOTS will procure two (2) electric buses via this proposal
  - (2) LOTS has submitted the order for two (2) electric vehicles to the Michigan Department of Transportation. IDOT promoted this relationship, as it does not currently have electric vehicles on its state vehicle contract, although they will likely add EVs in the near future.
  - (3) LOTS will also likely be the recipient of several “standard” fuel vehicles via a second federal grant – Buses and Bus Facilities – that IDOT wrote and were awarded funding for.

### 3) OPERATIONAL AND CAPITAL RELATED DEVELOPMENTS

- a) Capital Funding / REBUILD Round 1**
  - i) Application includes Construction of new Oregon location
  - ii) Furnishings and equipment for Oregon facility
  - iii) Implementation of video surveillance cameras into 17 of LOTS’ buses and minivans (completed)
  - iv) Three (3) new buses (Ford transit type vehicles)
  
- b) Capital Funding / REBUILD Round 2**
  - (1) Notice of State Award being processed by IDOT
  - (2) LOTS Proposal will allow for the following:
    - (a) Two electric vehicles for use in the LOTS system
    - (b) Three (3) new offices at Reagan Transit Center and secured file room/storage room
    - (c) Develop new Conference Room between Reagan Transit Center and Mechanical Bay
    - (d) Geothermal and Solar technologies will be incorporated into complex
  
- c) Capital REBUILD Round 3**
  - i) IDOT announced that Lee County/LOTS will receive \$62,500 for the purchase of 2 service vehicles
  - ii) The original proposal included the following:
    - (1) Add 72-feet onto the existing bus barn at Reagan Transit Center,
      - (a) This will provide for an additional twelve (12) slots for buses
    - (2) Add another bay onto the existing mechanical building
    - (3) Purchase service vehicles including one for maintenance





## MONTHLY ZONING AND PLANNING REPORT

January 9, 2024 – County Services Committee

**ACTIONS COMING FROM THE ZONING BOARD OF APPEALS - None**

**ACTIONS GOING TO THE ZONING BOARD OF APPEALS - None**

**ACTIONS COMING FROM THE PLANNING COMMISSION – None**

**ACTIONS GOING TO THE PLANNING COMMISSION – None**

### **OTHER ACTIONS FROM THE ZONING OFFICE –**

On January 4, 2024, the Zoning Board of Appeals met. Petition No. 23-P-1617 by Steward Creek Solar, LLC was introduced and subsequently continued to January 16, 2024 at 6:00 p.m. due to the hearing facilitator's availability. Presentation of evidence will begin that evening.

Additionally, the ZBA heard Petition No. 23-AP-1620 by Maples Road Solar 1, LLC who submitted an Appeal of Lee County Zoning Administrator's Determination Dated November 2, 2023. The Lee County Code grants the ZBA the authority to hear and decide appeals of determinations made by the Zoning Office.

In a letter to the Lee County Zoning Administrator, dated October 6, 2023, Maples Road Solar 1, LLC requested a formal determination from the Zoning Office for the term, "adjacent, non-participating." It was their position that the term should be defined as, "any dwelling that is owned by a person who is not a party to the proposed use and that sits on a parcel that shares property line with the leasehold area or the boundary of the leased area of the solar energy system.

In a letter dated November 2, 2023, I responded to their request on behalf of the Zoning Office and made the formal determination that the term, "adjacent, non-participating" means any dwelling that is owned by a person who is not a party to the proposed use and that sits on a parcel that shares a property line with the project parcel, with the project parcel being defined as the parcel cited in the zoning petition, on which a proposed project may be sited.

As a result of this determination, Maples Road Solar 1, LLC filed its appeal to the Zoning Board of Appeals. After hearing both the arguments of Maples Road Solar 1, LLC and myself on behalf of



the Zoning Office, the ZBA decided to uphold the determination made by the Zoning Office in its letter dated November 2, 2023.

Petitioner Maples Road Solar 1, LLC still has the option to send this to the circuit court for a *de novo* review. I will keep the County Board informed of any further appeal of this determination.

The Zoning Department has continued to work with County Administrator Jeremy Englund and LOTS Executive Director Greg Gates on a grant application that would assist the County with the adoption of building codes. Our final submission deadline is January 15, 2024.

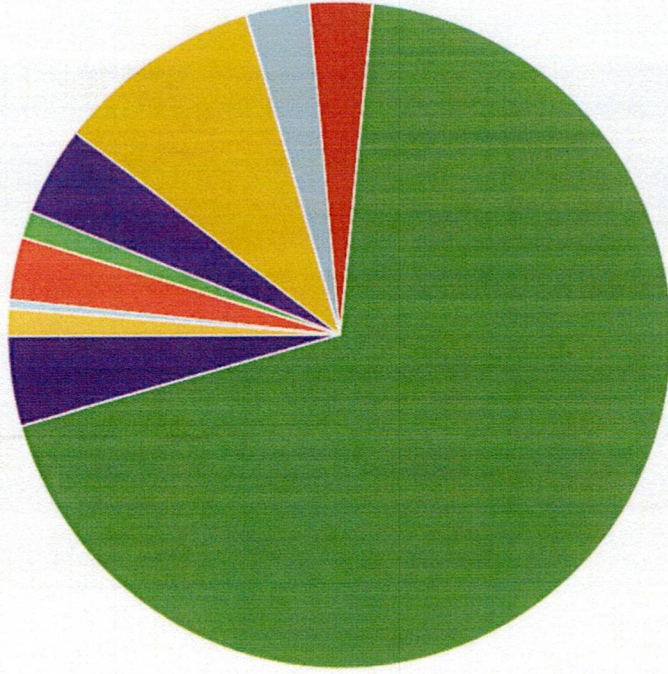
The Zoning Office has processed 13 building permits for the month of December 2023.

Total permit fees collected in November: \$9,055.16.



**\*\* CITATIONS ISSUED BY TYPE-GRAPH \*\***

- 5-1-23 Puppies & Kittens (3)
- 5-1-24 Breeder Permit and Fees (1)
- Animal At Large (7)
- Animal At Large-2nd Offense (3)
- Bite Confinement-non compliant (10)
- County Registration (23)
- Impound Fines (7)
- Owner's Duties (7)
- Vaccine (157)
- Vaccine-2nd Offense (10)



Criteria:

Enter the from date: 01/01/2023

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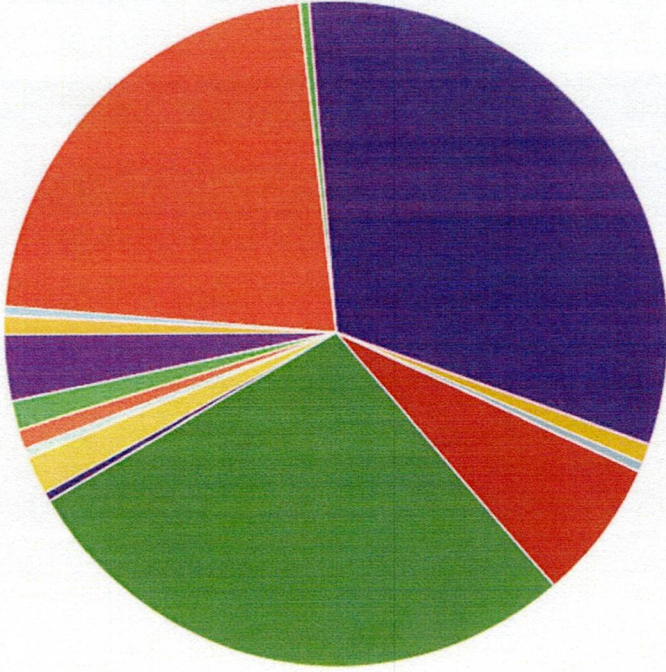
Report: **\*\* CITATIONS ISSUED BY TYPE-GRAPH \*\***

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**\*\*INCIDENTS BY TYPE-GRAPH\*\***

- Abandoned (2)
- Animal attack on other animals (1)
- Animals at large (48)
- Animals left in vehicle (1)
- Bite (69)
- Breeding complaints (2)
- Dead animal (1)
- Dog on Dog (15)
- Neglect (61)
- Noise (1)
- Number of pets (4)
- Ownership Dispute (1)
- Sick/Injured animal (2)
- Unfounded complaints (3)
- Vaccine/Registration (7)



Criteria:

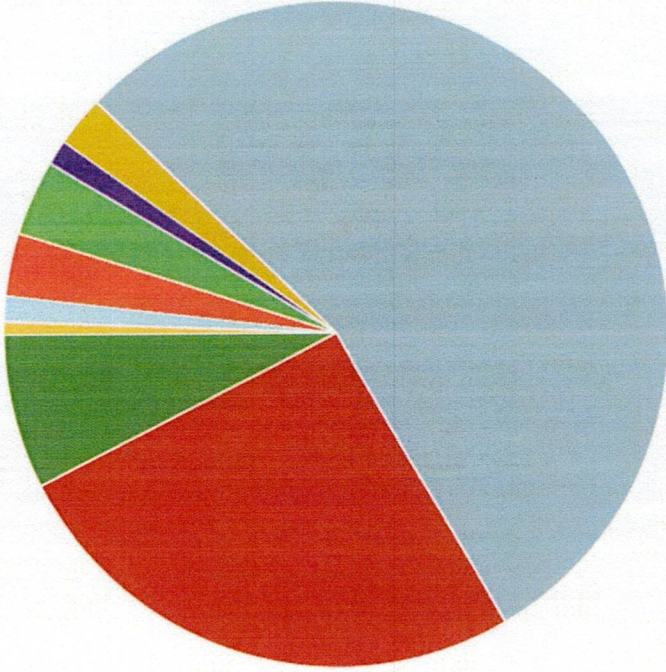
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Report: **\*\*INCIDENTS BY TYPE-GRAPH\*\***  
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**\*\*ANIMAL ENTRY REASONS-GRAPH\*\***

- Abandoned (1)
- Abuse (2)
- Biting (5)
- Boarding (6)
- Owner Deceased (2)
- Sick/Injured (4)
- Stray (88)
- Surrender (42)
- Unsuitable Accomodation (12)



Criteria:

Enter from date: 01/01/2023

Enter to date: 12/31/2023

Report: **\*\*ANIMAL ENTRY REASONS-GRAPH\*\***  
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CIRCUIT CLERK OFFICE REPORT  
PUBLIC SAFETY AND COURT SERVICES COMMITTEE  
JANUARY 9, 2024

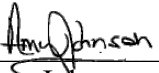
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The Circuit Clerk's office submitted the funding request to the AOIC for the Court Technology Grant on December 22, 2023, for a total amount of \$1,056,378.66. The AOIC will review this and approve or deny the request, with or without modifications, and then will notify the Chief Judge and County Treasurer.

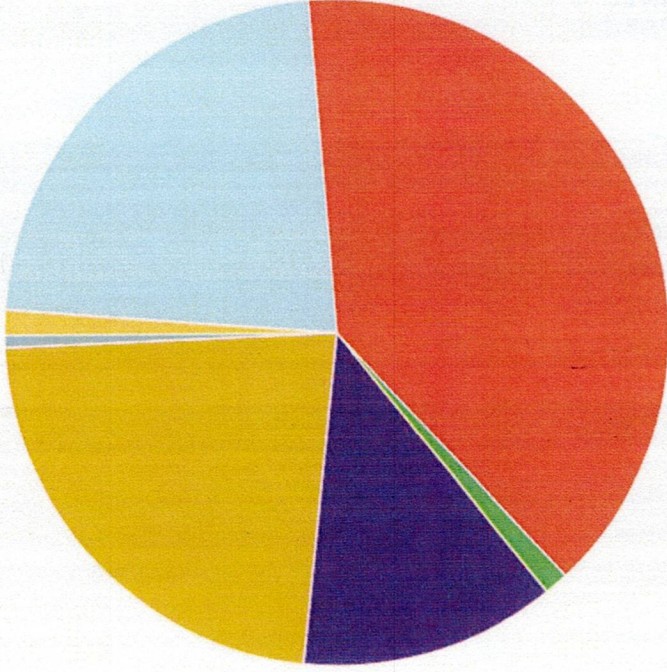
The Circuit Clerk's office is still in the process of getting quotes from vendors for a new case management system.

Please contact me if you have any questions.

Respectfully Submitted,

  
\_\_\_\_\_  
Amy Johnson  
Lee County Circuit Clerk

**\*\*ANIMAL EXIT REASONS-GRAPH\*\***



Criteria:

Enter from date: 01/01/2023

Enter to date: 12/31/2023

Report: **\*\*ANIMAL EXIT REASONS-GRAPH\*\***

Generated by Animal Shelter Manager 48u [Thu 04 Jan 2024 10:31:28 AM UTC] at Lee County Animal Control on 01/05/2024 by tz2404

# Lee County Emergency Management Agency

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Report for the January 9, 2023 County Services Committee

- Three Boy Scouts working on their merit badge met to ask questions for their advancement.
- Recovered and returned demo radios to Motorola.
- Met with LT Frye and discussed SC IDs & radio including ASK, system IDs and N70 radios to improve radio communications.
- Reset ACU1000 for court security communications.
- Attended County Coordinator meeting.
- Develop PPP on Asylum seekers and present it to Policy Group members.
- Met with Finance Chair to discuss EMPG grant.
- Prepared and conducted LCVC monthly training.
- Presented Lee County Sauk Valley Community College Reception Center plan to IEMA Operations staff as a model plan.
- Assisted JOG group with face mask and cartage questions for CN.
- Dixon Park District called asking to be added to Weather Ops –
- Contacted all public water supplies in lee county about cyber security issue.
- Contacted IDHS about Asylum/Immigrants seekers and the State Plan
- Assisted Zoning Office with questions on BRIC.
- Charged and updated drones - installed harness on controller
- Collected and Forwarded DCEO documents to Treasurer.

Kevin E. Lalley, Director  
Lee County Emergency Management

309 S Galena Avenue, Suite 325, Dixon, IL 61021-3090  
Office: 815-284-3365, Fax: 815-284-3367, 24/7: 815-284-3361 Email – [ema@countyoflee.org](mailto:ema@countyoflee.org)

**LEE COUNTY SHERIFF'S OFFICE**  
www.leecountyil.com

**DEREK RANKEN**  
*Chief Deputy*  
dranken@countyoflee.org

**MATTHEW FRYE**  
*Lieutenant*  
mfrye@countyoflee.org

**CLAYTON T. WHELAN**

*LEE COUNTY SHERIFF*  
cwhelan@countyoflee.org

240 E. Progress Dr.  
DIXON, ILLINOIS 61021  
Phone: 815-284-6631

**DEVON GUGERTY**  
*Office Manager*  
dgugerty@countyoflee.org

**BUSINESS OFFICE/CIVIL PROCESS**

Phone: 815-284-5217  
Fax: 815-284-1146

Lee County Sheriff's Office

Public Safety and Court Services Committee

January 9, 2024

In the month of December, the Lee County Sheriff's Office logged 698 calls for service.

As far as notable calls for the month of December, the following incidents occurred...

On December 4<sup>th</sup> at approximately 9:29 p.m., the Lee County Sheriff's Office responded to a fatal hit-and-run traffic accident that occurred near the intersection of Sterling Road and Walton Road. The victim was identified as 40-year-old Patrick J. Yocum from Rock Falls. He was walking near the area and was struck by a vehicle. Mr. Yocum was located by a passerby in the middle of the roadway, and he was transported to KSB Hospital by the Amboy Fire Department. He was later pronounced deceased. An accident reconstructionist and detectives from the Sheriff's Office were brought in to investigate the incident. Evidence at the scene revealed that the offending vehicle had significant front-end damage to the grill, hood, and windshield of the vehicle that helped to identify the offending vehicle as being a 2014 to 2018 Jeep Cherokee. This information was released to the public in an effort to identify the vehicle and driver. On December 5<sup>th</sup>, an individual contacted the Lee County Sheriff's Office and reported that they had been involved in an accident near that location. The offending vehicle was located and identified as a 2014 Jeep Cherokee. The vehicle was impounded, and the driver was questioned by detectives. Further investigation into the incident is still currently being conducted; however, charges are pending in the matter.

On December 17<sup>th</sup> at approximately 9:39 a.m., Lee County Dispatch received a 911 call from the Magnuson Hotel, located at 443 Illinois Route 2, that a subject had just threatened him with a firearm at the location. Lee County Deputies along with officers from the Dixon Police Department and the Illinois State Police responded to the scene. Through the investigation, the subject was identified as 29-year-old Steven M. Armoska of Rock Falls and was found to be staying in Room 223 at the Magnuson Hotel. Armoska was discovered to have a lengthy criminal history with numerous prior weapons offenses and felony convictions. The determination was made to activate the Joint Operations Group, which is a group of tactical officers from the Lee County Sheriff's Office, the Dixon Police Department, and medics with the Dixon City Fire Department. A perimeter was established around Room 223 and occupants of the hotel were evacuated. Throughout the afternoon, officers attempted to make contact on

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numerous occasions with Mr. Armoska to no avail. The decision was made to deploy CS chemical agent into the hotel room in an effort to open a dialogue and negotiate a peaceful surrender. Shortly after the chemical agent was deployed, Mr. Armoska emerged from the hotel room and was taken into custody. A search of the hotel room revealed multiple firearms, cannabis, and other controlled substances. Steven Armoska was charged with the following offenses:

- Armed Violence, a Class X Felony
- Armed Habitual Criminal (4 counts), a Class X Felony
- Unlawful Possession of a Weapon by a Felon (4 counts), a Class 2 Felony
- Unlawful Possession of Methamphetamine, a Class 3 Felony
- Unlawful Possession of Cannabis (100 to 500 Grams), a Class 4 Felony

Armoska is being held at the Lee County Jail on the charges listed above in Lee County Case Number 23 CF 281.

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