



# Public Safety, Health and Judicial Committee

## Meeting Minutes

Lee County, Illinois

Aug 17, 2022 at 9:00 AM CDT

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

### I. Call to Order

The meeting was called to order at 9:00 a.m., by Chair Mike Koppien.

### II. Committee Member Roll Call: Chair Mike Koppien, Vice Chair John Nicholson, Marilyn Shippert, Keane Hudson, Jack Skrogstad, and Mike Zeman

Jack Skrogstad attended via Zoom video conferencing. All other members were present in person.

### III. Meeting Attendees and Visitors

Charley Boonstra (State's Attorney's), Wendy Ryerson (Administrator), Amy Johnson (Circuit Clerk), Staci Stewart (Director of Probation and Court Services), Kevin Lalley (EMA), Dee Duffy (Zoning Administrator)(9:46-9:49), John Simonton (Sheriff), and Becky Brenner (Board Secretary) were all present in person.

### IV. Approval of the Minutes from the Previous Meeting - (July 13, 2022)

Minutes from the July 13, 2022, Public Safety, Health, and Judicial Committee Meeting were approved as presented without modification.

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

The committee was directed to the resource folder in OnBoard to review a copy of the claims report from the Treasurer's Office detailing all the claims paid from July 8, 2022 - August 11, 2022, from the Emergency Management Agency, Circuit Clerk, Coroner, Judges, Probation, Public Defender, Sheriff's Office, and State's Attorney's Office. A full report with all claims paid from all committees will be included in the County Board agenda packet.

### VI. Administrator and Department Head Reports

Staci Stewart reported the following information from the Probation Department:

- There will be Veterans Treatment Court Graduation on Tuesday, August 23, 2022, at 4:00 p.m., at the New Courts Building on the 4th floor. Two (2) individuals would be graduating. Mike Koppien would be present to present the coins to the graduates.

- The Department continues to collaborate with other County offices to work through the complexities of the Pretrial Fairness Act.

Amy Johnson reported the following information from the Circuit Clerk's Office:

- The office is down one (1) employee and she is currently working through the interview process. Roughly sixty (60) applicants applied for the position.
- The Department continues to collaborate with other County offices to work through the complexities of the Pretrial Fairness Act.

Kevin Lalley reported the following information from the EMA Office:

- He will be recovering three (3) generators that were lent to the prison for roughly forty-five (45) days used to protect roughly half a million dollars worth of meat.
- The EMA Office is gearing up for Depot Days in Amboy
- The office is currently seeking out a grant for roughly \$25,000 to cover the cost of purchasing a trailer and fifteen (15) water filled jersey barriers

Charley Boonstra reported the following information from the State's Attorney's Office:

- The office has, in conjunctions with the Judges and law enforcement, adopted new search warrant software that allows the office to issue search warrants remotely. A web based platform allows for video conferencing with all the necessary parties. The software includes templates that law enforcement can use to make the process more uniform. The software is Video Court Remote Proceedings and the cost is \$2,500 per year.

John Simonton reported the following information from the Sheriff's Office:

- Two deputies slated for the Patrol Division graduated the academy last week. They start their ten (10) week FTO Program (Field Training Officer) this week.
- One (1) deputy slated for the Patrol Division just started the academy.
- Two (2) deputies will be starting in the Corrections Division on August 22, 2022.
- Another deputy will be back from a year-long deployment in December of 2022.
- John plans to appoint Clay Whelan as the Chief Deputy around September 19, 2022, for a two (2) month transition period before he is scheduled to take office as Sheriff.

Wendy Ryerson wanted to let the committee know that they would be seeing a resolution coming to the full County Board meeting that solidifies and affirms roughly thirty (30) years worth of commitment that the County and the City of Rochelle have made towards the development of land just North of Steward and South of the County line. The resolution would spell out all of the different things that have been done to

work towards building up that area specifically for heavy industrial development. The County is taking the commitment to the next level by petitioning to rezone the area from agricultural to heavy industrial and entering into an intergovernmental agreement with the City of Rochelle that would solidify what both parties envision for the growth in that area.

VII. Quarterly Update on the Collection of Unpaid Fines - State's Attorney

Charley Boonstra provided the following figures for fee collection:

- In June, the total collections received totaled \$2,622.57
- In July, the total collections received totaled \$4,289.34
- The total collections received to date so far in 2022, was \$42,582.48

VIII. Quarterly Update on Dangerous and Abandoned Properties - Sheriff

John Nicholson reported that there was a individual interested in the property in Compton after the demolition is complete.

IX. UTV Ordinance Update - Jack Skrogstad

Jack Skrogstad explained that the UTV Committee had met on August 2, 2022, several changes were made to the ordinance, and then it was forwarded to the Public Safety Committee. Since the meeting, Jack was contacted by South Dixon Township with their request to withdrawal their ordinance allowing UTVs to operate on their roadways. Because of the pushback from TOIRMA (Township Officials of Illinois Risk Management Association) because of increased liability and exposure, many of the Townships have withdrawn their ordinances or not adopted an ordinance allowing UTV's on their roadways. Jack reached out to the County's insurance administrator to inquire about the matter and see if the rates for Lee County would increase if an ordinance was passed. The insurance administrator was well aware of the situation and cautioned the County of the increased liability and the potential involvement in lawsuits. He did not however anticipate an increase in premiums. The committee engaged in a lengthy discussion regarding the matter and the concern for the safety of the citizens and the potential financial impacted to the County because of a lawsuit.

X. Old Business

A. UTV Ordinance - Tabled in June 2022

**Motion** to take the UTV Ordinance off the table. **Moved** by John Nicholson. **Second** by Mike Zeman. **Motion** passed unanimously by voice vote.

**Motion** to pass the UTV Ordinance to the Executive Committee without a recommendation. **Moved** by John Nicholson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

Following the vote, Marilyn Shippert explained that it wasn't necessary to take the ordinance off the table because it was taken off the table in July to send it back to the UTV Committee.

XI. New Business - None

A. Zoning Violation - Proposed Internal Process (Discussion Only)

Jack Skrogstad walked the committee through the proposed Zoning Violation process. The document is an internal process so no action is being requested.

Highlights include:

- Step 1 of the process is the Discovery of a Zoning Violation initiated by a citizen's complaint.
- Step 2 of the process involves Investigating the Validity of the complaint.
- Step 3 of the process involves Determining the Level of Priority based on the Zoning Ordinance's purpose of "promoting the public health, safety, and welfare of its citizens".
- Step 4 of the process involves the Informal Written Notification to the Property Owner. Any informal notification sent to the owner of the property will also be sent to the Board Members living in the district of the violation.
- Step 5 of the process is the Initiation of a Formal Complaint and all County Board Members are contacted.
- Step 6 of the process would be a Zoning Board of Appeals Hearing
- Step 7 of the process would be Imposing a Penalty to the land owner
- Step 8 of the process would include Potential Prosecution by the State's Attorney.
- The process is geared to handle major violations and minor violation in a systematic and detailed process.
- A Board designated Advisory Committee has been suggested and would include a Board Member liaison to Zoning/Planning, Lee County Administrator Wendy Ryerson, Zoning Administrator Dee Duffy, and the Assistant Zoning Administrator.

XII. Executive Session

There was no request for an executive session.

XIII. Adjournment

**Motion** to adjourn at 9:52 a.m. **Moved** by Keane Hudson. **Second** by John Nicholson.  
**Motion** carried unanimously by voice vote.