



UNAPPROVED

Properties/Planning/Zoning Committee Meeting –Tuesday, December 14, 2021

Third Floor Boardroom, Old Lee County Courthouse – 9:00 a.m.
112 E Second Street, Dixon, Illinois 61021

Meeting called to order at 9:00 a.m. by Chair John Nicholson

Members present: Chair John Nicholson, Vice Chair Dave Bally, Bill Palen, Marvin Williams, and Tom Wilson were all present in person.

Members absent: None

Board Members Department Heads, or Employees present: Chris Norberg (Board Member)(was in and out of the meeting), Wendy Ryerson (Administrator), Charley Boonstra (State's Attorney), Greg Saunders (Maintenance Supervisor), Greg Gates (LOTS), Sally Dempsey (Bookkeeper at LOTS), Dee Duffy (Zoning Administrator), Alice Henkel (Renewable Energy Coordinator), and Becky Brenner (Board Secretary) were all present in person. No one attended via Zoom video conferencing.

Visitors: Courtney Kennedy and Chris Henkel attended the meeting on behalf of South Dixon Solar.

Courtney Kennedy explained that she and Chris Henkel were present to represent the South Dixon Solar, LLC project. She reported that the proposed project would be situated on 3,838 acres (1/3 of which would be under panels) in South Dixon Township and involved over 51 parcels and 25 landowners. The petition was filed on May 6, 2021. She reminded the committee that South Dixon Solar appeared before the ZBA on October 7, 2021 and underwent several nights of hearings and testimony. At the conclusion of that testimony the ZBA went into its findings and facts and voted unanimously to recommend the project. They were present to answer any questions the committee might have.

Approval of Minutes

The November 2021 minutes of the Properties/Planning/Zoning Committee were approved without modification.

Review of Claims & Reports

Motion from Marvin Williams: To approve all claims for Animal Control, Rabies, Maintenance, Zoning, and LOTS.

Second by Bill Palen: Motion carried unanimously by voice vote.

Department Head Reports

Greg Saunders reported that Maintenance was still working to repair the existing control system at the Old Courthouse so it would work with the new system that will be installed with the new HVAC rooftop units.

Greg Gates walked the committee through the monthly LOTS report. The full report will be included in the December County Board agenda packet.

There were no reports apart from the items on the agenda for Zoning and Animal Control.

Zoning and Planning Petitions

Dee Duffy walked the committee through the one (1) petition coming to the ZBA. She also reported that the ZBA had finished hearings on the three (3) petitions coming from the ZBA, recommending approval of the South Dixon Solar Project and the Nutrien AG Solutions, Inc. special use permit request. The ZBA did not recommend approval for the Adria Meat Packing Company's request for a special use permit. Dee also walked the committee through the petition coming to the Planning Commission.

Motion from Bill Palen: To move the (1) petition coming to the ZBA, the three (3) petitions coming from the ZBA, and the one (1) petition coming to the Planning Commission to the Executive Committee.

Second by Dave Bally: Motion carried unanimously by voice vote.

Old Business

John Nicholson and Tom Wilson walked the committee through the Old LEC repurposing drawings and cost item on the agenda. John Nicholson provided the committee with copies of a proposed design layout from Wendler Engineering Services, Inc. Tom Wilson explain that the layout was not the exact design but demonstrated the elements that were requested by the Sheriff. The design for the upper level would provide room for a sally port, holding cells, restrooms, waiting rooms, indoor parking for the Judges, and a large amount of storage for the County. The first floor would allow for areas of locking fencing that different departments could use for secure storage and space for Maintenance vehicles and equipment. The existing sally port would be used for additional parking. The committee will be requesting approval from the Finance Committee to approve a request to have Wendler Engineering Services, Inc., put together architectural, mechanical, electrical, and HVAC drawings for a cost not to exceed \$29,900. These additional drawings would provide the information needed to put the project out for bid.

Motion from Bill Palen: To request financial approval, not to exceed \$29,900, for Wendler Engineering Services, Inc, to provide the architectural drawings/designs necessary to go out for bid for repurposing the Old LEC.

Second by Dave Bally: Motion carried unanimously by voice vote.

Greg Saunders reported that EMA was able to find storage for the items that were being storing in the Old LEC. Maintenance was able to get the space cleaned up and had made some minor repairs to the area. Maintenance will be using this space to bring their equipment out of the elements.

Wendy Ryerson reported that the County would be going out to bid for the audio video upgrades in the Boardroom and third floor committee room. She explained that she would be pulling that bid together in the next couple weeks. She reminded the committee that the County Board had approve the purchase of the OnBoard meeting software which had been downloaded and the iPads for the Board Members had been ordered. Wendy hopes to introduce the equipment and the software during committee week in January and perhaps County Board.

Wendy Ryerson walked the committee through the resolution establishing the Claims Committee. This resolution would allow Board Members to delegate authority to the Claims Committee to pay claims and work with the Administrator and the Treasurer's Office to establish policies and procedures. The claims would be paid twice monthly instead of just once, which would cut down on the number of paid in vacation claims that require approvable by the County Board Chairperson. The new claims software that is scheduled to roll out early next year would provide Individual reports to the committees, from the departments that report to them, along with a compiled report of all the claims that would be presented at the monthly County Board meeting for inspection. She also reported that there would be revisions to the Board Rules and Procedures making the Claims Committee a standing committee.

The Memorandum of Understanding (MOU) between Lee County and LOTS was tabled in the November Finance Committee meeting to get clarification on some of the wording. Wendy Ryerson explained that LOTS reimburses the County for insurance, maintenance, and bookkeeping costs provided by the County. The MOU consolidates all three categories under one agreement.

Motion from Dave Bally: To move the Memorandum of Understanding (MOU) between Lee County and LOTS to the Executive Committee.

Second by Bill Palen: Motion carried unanimously by voice vote.

New Business

Greg Saunders reported that the Maintenance Department, with the help of the Administrator, had published a request for bid for the replacement of the Old Courthouse HVAC rooftop unit. Three (3) bids were submitted to the County. The lowest bid was from Hartwig Mechanical in the amount of \$299,900. Greg explained that the scope of the Hartwig Mechanical bid included replacing the main disconnects for each unit on the roof and running the gas lines through a chase that runs from the basement to the roof on the inside of the building. It was his recommendation that the County accept the bid from Hartwig Mechanical. Tom Wilson reported that the committee wanted to get the bid approved in December because there would be a 10% industry wide increase in the cost after January 1st and it would take at least 16 weeks to receive the equipment.

Motion from Tom Wilson: To move the Old Courthouse HVAC bid of \$299,900 from Hartwig Mechanical to the Finance Committee.

Second by Dave Bally: Motion carried unanimously by voice vote.

Motion from Tom Wilson: To table the Updating Special Use Application Process item on the agenda.
Second by Dave Bally: Motion carried unanimously by voice vote.

Chris Norberg explained that a recommendation came from the Renewable Energy Committee to pass a six (6) month moratorium on **new** wind and solar projects. This would allow for changes that need to be made to the ordinances and give the Zoning Administrator and the Renewable Energy Coordinator a chance to catch up.

Motion from Tom Wilson: To recommend a Six (6) month County wide moratorium on **New** wind and solar projects to the Executive Committee.

Second by Dave Bally: Roll call vote: John Nicholson – No, Dave Bally – Yes, Bill Palen – No, Marvin Williams – No, Tom Wilson – Yes. Motion failed 3 No, 2 Yes.

Motion from Tom Wilson: To extend the battery storage moratorium for six (6) month and move to the Executive Committee.

Second by Dave Bally: Roll call vote: John Nicholson – Yes, Dave Bally – Yes, Bill Palen – Yes, Marvin Williams – No, Tom Wilson – Yes. Motion passes 5 Yes, 1 No.

Motion to adjourn by Bill Palen

Meeting adjourned at 10:15 a.m.

Respectfully submitted by,
Becky Brenner – County Board Secretary