



# County Services Committee Minutes

Lee County, Illinois

Jul 10, 2023 at 9:00 AM CDT

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

## I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Jack Skrogstad. Jack appointed Keane Hudson to the committee to satisfy quorum requirements.

## II. Committee Member Roll Call: Chair Jack Skrogstad, Vice Chair Danielle Allen, Katie White, Ron Gascoigne, Reed Akre

Danielle Allen, Katie White, and Ron Gascoigne were absent. Jack Skrogstad, Reed Akre, and Keane Hudson all attended the meeting in person.

Also present: Dean Freil and Mike Koppien (Board Members), Dave Anderson (County Engineer/Highway Department), Charley Boonstra (State's Attorney), Jennifer Boyd (Assessor), Dee Duffy (Zoning Administrator), Greg Gates (LOTS), Paul Gorski (IT Administrator), Alice Henkel (Renewable Energy Coordinator), Jeff Hilden (Facilities Director), Nancy Petersen (County Clerk and Recorder), Wendy Ryerson (Administrator), and Becky Brenner (Board Secretary) all attended in person. Angie Shippert (Board Member) and Stephanie Sasscer (Assistant State's Attorney) both briefly attended via Zoom video conferencing.

## III. Public Attendees

Jake McCoy, Amanda McCoy, Judy King, John King, and Michael Hermes all attended the meeting in person. Jake McCoy spoke on behalf of the group to express concerns regarding the placement of a cell tower in Amboy.

## IV. Approval of the Minutes from the Previous Meeting - (June 12, 2023)

Minutes from the June 12, 2023, County Services Committee Meeting were approved as presented without modification.

## V. Transportation/Solid Waste

### A. Highway Report - see attached report

Dave Anderson reported that he had two projects coming up that he had not mentioned in his report. The first was a box culvert replacement at Brooklyn Road and Water Street in West Brooklyn. This would be a complete road closure and could take up to three (3) months. He also reported that Rockyford Road would be under construction and would be closed at different locations during the project.

### B. Solid Waste Report

No report submitted for Solid Waste.

VI. Assessor's Office - GIS Department

- A. Assessor's Office - See attached report below
- B. GIS Department - See attached report below

VII. County Board

A. Administrator Report

Wendy Ryerson introduced the newly hired Facilities Director, Jeff Hilden. Wendy asked Jeff to attend the committee meetings so he could meet and get to know the Department Heads and Board members.

Wendy also provided the committee with a brief historical summary regarding the Safety Manual that will be presented at the July County Board Meeting.

- In 2006 Lee County became one of the founding members of the Counties of Illinois Risk Management Agency (CIRMA). CIRMA is a member owned provider of property, liability, and workers' compensation coverage for county and other local governments in Illinois. CIRMA members were asked to create a local Safety Committee and adopt a Safety Manual with the goal of minimizing accidents.
- The first Lee County Safety Manual was adopted in 2009 and was revised in 2014. In 2016, CIRMA HR consultant Donna Rogers reviewed the County's Manual and made significant proposed changes.
- The most recent draft of the Safety Manual is based largely on Ms. Rogers' draft. Feedback was solicited from the Safety Committee and Department Heads. That feedback has now been incorporated into the Manual.

VIII. County Clerk's and Recorder's Office - See attached report below

IX. IT Department - See attached report below

X. LOTS - See attached report below

XI. ROE - See attached report below

XII. Veterans Assistance

No report was submitted from Veterans Assistance.

XIII. Zoning / Planning

- A. Monthly Report - See attached report below
- B. Action Items

1. Petitions **Going to** the Zoning Board of Appeals - **2 Petitions**

- a. Petition 23-P-1615, Petitioner John Hilliker, PPN# 06-09-23-300-006, Special Use to operate business from Property with one onsite employee

- b. Petition 23-P-1616, Petitioner Wiggins Solar, LLC, PPN# 18-08-11-400-014, Special Use for a Solar Energy System – South Dixon Township

**Motion** to move Petitions 23-P-1615 and 23-P-1616 to the Executive Committee for the inclusion on the July County Board agenda. **Moved** by Keane Hudson. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

2. Petitions **Coming From** the Zoning Board of Appeals - **5 Petitions**

- a. Petition 23-P-1610, Petitioner HTIMS LP, PPN# 10-13-14-301-006, map amendment from R-2 Single Family Residential District to C-2 Planned Office and Business District for small equipment sales, service, and repair, Harmon Township
- b. Petition 23-P-1611, Petitioner HTIMS LP, PPN# 10-13-14-301-008, map amendment from R-2 Single Family Residential District to C-2 Planned Office and Business District for small equipment sales, service, and repair, Harmon Township
- c. Petition 23-P-1612, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-005, map amendment from I-3 Heavy Industrial District to C-3 General Business District, Viola Township
- d. Petition 23-P-1613, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-005, revocation of Special Use, Viola Township
- e. Petition 23-P-1614, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-006, revocation of Special Use, Viola Township

**Motion** to move the following five (5) petitions, 23-P-1610, 23-P-1611, 23-P-1612, 23-P-1613, and 23-P-1614 to the Executive Committee for inclusion on the July County Board agenda.

**Moved** by Reed Akre. **Second** by Keane Hudson. **Motion** passed unanimously by voice vote.

3. Petitions **Going To** the Planning Commission - **None**

There were no petitions Going To the Planning Commission.

4. Petitions **Coming From** the Planning Commission - **1 Petition**

- a. Petition 23-P-74, Petition to amend the text of Lee County Code 10-4: Ag-1 Rural/Agricultural District

**Motion** to move petition 23-P-74 to the Executive Committee for the inclusion on the July County Board agenda. **Moved** by

Keane Hudson. **Second** by Reed Akre. **Motion** passed unanimously by voice vote.

5. Contract with Chastain & Associates

Alice Henkel explained that the ordinances governing the commercial wind and solar energy projects in Lee County allowed for the engagement of a third-party engineer for project oversight at the expense of the developer/applicant. Chastain & Associates has prepared such a contract for the County's consideration for the oversight of the GSG project at an engineering level. While this contract does not require County Board approval, it is being presented to the committee for transparency and Board Member comment.

**Motion** to move the Contract with Chastain & Associates to the Executive Committee. **Moved** by Reed Akre. **Second** by Keane Hudson. **Motion** passed unanimously by voice vote.

6. Alternative Decommissioning Financial Assurance

Alice Henkel explained that alternative decommissioning financial assurance for the GSG project was resolved prior to the meeting and the company was no longer looking for an alternative to what was proposed in the ordinance.

7. Sign Variance Request

Alice Henkel requested that the committee table the Sign Variance Request on the agenda. The landowner was not able to attend the meeting to present the request.

**Motion** to table the Sign Variance Request. **Moved** by Reed Akre. **Second** by Keane Hudson. **Motion** passed unanimously by voice vote.

XIV. Unfinished Business

- A. Resolution: Intergovernmental Agreement Between South Dixon Township and Lee County (Tabled in June)

Dave Anderson asked that the Intergovernmental Agreement resolution between South Dixon Township and Lee County that was tabled in June remain tabled until the details can be worked out.

XV. New Business

There were no items under New Business.

XVI. Executive Session

There was no request for an Executive Session.

XVII. Adjournment

**Motion** to adjourn at 9:43 a.m. **Moved** by Reed Akre. **Second** by Keane Hudson.  
**Motion** passed unanimously by voice vote.

The next County Services Committee is scheduled for  
9:00 a.m., on Monday, August 14, 2023

Respectfully submitted by:  
Becky Brenner - Board Secretary