



Public Safety and Court Services Committee

Minutes

Lee County, Illinois

May 15, 2023 at 10:30 AM CDT

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

I. Call to Order

Meeting was called to order at 10:30 a.m., by Vice Chair Keane Hudson.

II. Committee Member Roll Call: Chair Mike Koppien, Vice Chair Keane Hudson, Katie White, Angie Shippert, Michael Pearson

Mike Koppien was absent. Keane Hudson, Katie White, and Angie Shippert all attended in person. Michael Pearson attended via Zoom video conferencing.

Also present: Charley Boonstra (State's Attorney), Kevin Lalley (EMA), Wendy Ryerson (County Administrator), Staci Stewart (Director of Probation and Court Services), Clay Whelan (Sheriff), Teri Zinke (Animal Control Administrator), and Becky Brenner (Board Secretary).

III. Public Attendees

No members of the public were in attendance.

IV. Approval of the Minutes from the Previous Meeting - (April 10, 2023)

Minutes of the April 10, 2023, Public Safety and Court Services Committee Meeting were approved as presented without modification.

V. Animal Control

Teri Zink reported the following items from Animal Control:

- Teri Zinke thanked Angie Shippert for stopping at Animal Control after the April meeting to further discuss the issue of feral cats in Lee County. Teri and Angie are looking to put together a small group to workshop some ideas on how to best handle and control the feral cat population in small towns.
- She also reported that the gates on the dog kennels are being destroyed because the dogs are pulling the welds off. Teri still has the old, galvanized gates that were removed during the kennel renovation project that she would like to have dipped. She does have the funds in her budget to cover the project.

VI. Circuit Clerk

Amy Johnson was not able to attend the meeting, but emailed a short report to the committee stating that she was fully staffed, and the office was running smoothly.

VII. Judges, Coroner, and Public Defender

No report from the Judges, Coroner, or Public Defender's Offices.

VIII. Emergency Management Agency

Kevin Lalley reported that the County had received roughly 40,000 free sandbags from the Army Corp of Engineers that were split with Carroll County. Carroll County graciously provided a trailer and tow vehicle for transporting the sandbags. In return for their help, Kevin bought lunch for the crew.

A. *EMA Contingency Line-Item Request*

Kevin walked the committee through his contingency line-item request. Kevin found a used 2017 solar powered 35 ft tower trailer on GovDeals. The purchase price was \$6000 plus 10% buyer fee. The original cost was approximately \$90,000 from Aluma Tower. The intent was to use this asset for communications during disasters and planned events with the addition of 2-way radio repeaters, antenna, and feed line. The unit could be used to temporarily replace a radio tower for any agency, 9-1-1, fire or police departments when the communications tower is damaged by severe weather, high winds or ice until a replacement can be constructed. Cameras could be added to assist Law Enforcement in monitoring crowds at large events such as Depot Days and Dixon Petunia festival to assist in preventing incidents such as the Highland Park Shooting. Cameras would have the capability of recording and remote playback. The unit was in Tampa Florida. A trucking company had volunteered to transport the unit back to Dixon at no cost. After discussion with the Finance Committee Chair regarding available funding, it was suggested that a contingency line be added to the EMA budget. Kevin is requesting that EMPG grant revenue be moved to a contingency line-item in his budget.

Motion to move the EMA Contingency Line-Item Request to the Finance Committee. **Moved** by Katie White. **Second** by Angie Shippert. **Motion** passed unanimously by voice vote.

IX. Probation

Staci Stewart reported the following information from Probation:

- The Dependent Children's Fund is quickly being depleted. The fund is used to detain minors when arrested in the community and moved to a contracted detention facility. The per diem per day to house the minor is \$175. Probation budgeted \$27,000 for FY 2023, but because of the increase of minors being detained, she will be requesting additional funds from the Finance Committee in June.
- Staci noted she has not yet received reimbursement from the State of Illinois to offset this FY budget expenses. She explained the State of IL will not reimburse the County for salaries in her office until the annual plan submitted by the County is approved by the Administrative Office. The plan has now been approved, so reimbursement is expected in the near future. She reminded the

Committee that salaries in the Probation Office are 100% fully funded except for one (1) position that is funded a flat amount of \$12,000.

- Union negotiations will be starting in the next few weeks.

X. Sheriff

Clay Whelan reported the following information from the Sheriff's Office:

- He will be looking to replace a Correctional Deputy that resigned on May 11th.
- His office will be starting union negotiations soon.

XI. State's Attorney

Charley Boonstra reported that his office had been very busy with pretrial calls, issuing search warrants and assisting Law Enforcement.

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

Charley explained that the County had only collected \$75.00 in the month of April. He will be looking into the matter to see if the County should stay with the same agency in the future or consider a different agency.

XII. Report of Abandoned Property Focus Group

Wendy Ryerson walked the committee through the vacant lot at 2500 West 4th Street in Dixon topic on the agenda. This property had been identified early on by the Abandoned Property Focus Group. The unsafe conditions were mitigated (asbestos removed, mobile home removed, and the well was sealed). The property was advertised in the newspaper soliciting sealed bids for the purchase of the property. Two sealed bids were received with the winning bid being \$5,006. Total expenses for the project were \$15,599, which were paid for from the American Rescue Plan Act funds.

XIII. Unfinished Business

There were no items on the agenda under Unfinished Business.

XIV. New Business

A. *Bid Approval for vacant lot at 2500 West 4th. Street in Dixon*

This topic was covered under the Report of Abandoned Property Focus Group. However, the following motion was made on the topic.

Motion to move the Bid Approval for vacant lot at 2500 West 4th. Street in Dixon to the Executive Committee for inclusion on the May County Board agenda. **Moved** by Angie Shippert. **Second** by Katie White. **Motion** passed unanimously by voice vote.

B. *Amboy Police Dispatch Agreement*

Wendy Ryerson explained that the County has been working with the City of Amboy, Mayor, and Town Council to finalize the next revision of the Amboy Dispatch Agreement. Since 2011 the County has entered into an intergovernmental agreement with the City of Amboy to provide police dispatching. Using a different methodology, the agreement was revised based on a percentage of 911 calls dispatched to the city. The annual fee changed from approximately \$21,000 to \$26,500 per year. The Amboy City Council plans to approve the revised agreement at their May 15th meeting.

Motion to move the Intergovernmental Agreement by and Between the County of Lee and City of Amboy for Police Dispatching, Call Taking and Telecommunications Services to the Executive Committee for inclusion on the May County Board agenda. **Moved** by Angie Shippert. **Second** by Mike Pearson. **Motion** passed unanimously by voice vote.

C. *Resolution: Reappointment of William Ogan to the Ohio Fire Protection District*

Motion to move the Reappointment of William Ogan to the Ohio Fire Protection District to the Executive Committee for inclusion on the May County Board agenda. **Moved** by Katie White. **Second** by Mike Pearson. **Motion** passed unanimously by voice vote.

XV. Executive Session

There was no request for an Executive Session.

- ❖ Prior to adjourning the meeting, Wendy walked the committee through the Guaranteed Energy Savings Contract-Selection of Qualified Provider topic that will be presented during the May County Board Meeting. She explained that the process provides an alternative method to the typical competitive bid process, specifically relevant to projects with energy savings potential. Qualified providers are selected through an RFP process. Providers then work with the County to identify specific energy saving projects, engineer the project, calculate project costs, and calculate energy savings. The qualified provider develops a guaranteed energy savings contract in which the energy savings are guaranteed by the provider. The goal is to offset the cost of the project (at least in part) with the energy savings over the life of the contract.

An RFP was issued and two (2) qualified providers, Centrica Business Solutions and Allied Facility Partners, submitted responses and have already given presentations on their written proposals to several Board Members. Statutorily the County is required to have an independent engineer review the proposals on behalf of the County, which has been done. The County is still in the process of compiling and processing the information from the two (2) providers to make a recommendation to the full Board.

Once the provider has been chosen, the County moves into the negotiated procurement phase. Based on the provider's recommendations, specific projects that fall within the given budgetary limits are identified. Once the projects are identified the County will enter into a negotiated procurement process and a guaranteed energy savings contract.

XVI. Adjournment

Motion to adjourn at 11:03 a.m. **Moved** by Katie White. **Second** by Angie Shippert. **Motion** passed unanimously by voice vote.

The next Public Safety and Court Services Committee Meeting is scheduled for
10:30 a.m., Monday, June 12, 2023

Respectfully submitted by:
Becky Brenner - Board Secretary