



# Executive Committee Meeting Minutes

Lee County, Illinois

May 16, 2024 at 11:00 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 11:00 a.m., by Vice Chair Tom Kitson

## II. Committee Member Roll Call: Chair Bob Olson, Vice Chair Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, Tom Wilson

Tom Kitson, Mike Koppien, Mike Zeman, Jim Schielein, and Dean Freil attended in person. Bob Olson, Jack Skrogstad, and Tom Wilson were absent.

Also present: Keane Hudson and Nancy Naylor (Board Members), Charley Boonstra (State's Attorney), Jeremy Englund (Administrator), Alice Henkel (Zoning Administrator), Paul Rudolphi (Treasurer), and Becky Brenner (Board Secretary) all attended in person.

## III. Public Attendees

No members of the public were in attendance.

## IV. Approval of the Minutes from the Previous Meeting - (April 11, 2024)

Minutes from the April 11, 2024, Executive Committee Meeting were approved as present without modification.

## V. Reports from Committee Chairs

All committee chairs took the opportunity to report items discussed and motioned forward during their committee meeting.

### A. *Sheriff's Report from Public Safety - Detailing events within the Department - Information Only*

Clay Whelan asked that his report from Public Safety be added to the Finance Committee agenda so Board Members would be up to speed on the events happening at the Sheriff's Office.

## VI. Administrator Report

Jeremy Englund reported that the County is starting to prepare for budget season. The budget process begins the end of July and runs through August. All Department Heads will be invited to present their requests to the Finance Committee and give a high-level overview of their departmental needs and any changes in the budget. He will be working closely with the Treasurer and Assessor on calculating the EAV (Equalized Assessed Value) and Levy details.

VII. Old Business - None

There were no items under Old Business.

VIII. New Business

A. *Abandoned/Nuisance Property Grant Funding / Commercial Property Funding - Discussion Only*

Jeremy Englund reported that the Abandoned/Nuisance Property Focus Group is ramping up their efforts to make sure that internally everyone has a good understanding of the County's processes and what actions need to be taken to move forward and resolve the issues associated with the growing list of properties. The County currently has just under \$60,000 in funds that were set aside in last year's budget. There is also \$77,000 from the Strong Communities Grant that is only available to be used for residential properties only. More money is going to be necessary to tackle the issues involved with resolving these problems.

B. *Certified List of Candidates for Judge of Election for the Republican and Democratic Parties*

**Motion** to move the Certified List of Candidates for Judge of Election for the Republican and Democratic Parties to the May County Board agenda. **Moved** by Dean Freil. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

C. *IDOT Resolution for Parcel# 2052206*

Jeremy Englund reported that both IDOT resolutions on the agenda are ADA sidewalk improvement projects.

**Motion** to move the IDOT Resolution for Parcel# 2052206 to the May County Board agenda. **Moved** by Dean Freil. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

D. *IDOT Resolution for Parcel# 2052213*

**Motion** to move the IDOT Resolution for Parcel# 2052213 to the May County Board agenda. **Moved** by Dean Freil. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

IX. Appointment(s)

There were no appointments on the agenda for approval.

X. Raffle Report(s) - 4

A. *Walton Fest Raffle Report - 4.1.24 Drawing*

- B. *Walton Fest Raffle Report - 5.6.24 Drawing*
- C. *Sinnissippi Centers, Inc.*
- D. *Dixon VFW Post 540 Auxiliary Ham Shoot Raffle*

**Motion** to put the Walton Fest 4/1/24 Drawing, Walton Fest 5/6/24 Drawing, Sinnissippi Centers, Inc., and Dixon VFW Post 540 Auxiliary Ham Shoot Raffle Reports on file with the County. **Moved** by Dean Freil. **Second** by Mike Zeman. **Motion** passed unanimously by voice vote.

XI. Review of Per Diem Report for County Board Approval - April Meetings for June Payout  
This topic was for information only. No changes to the report were requested.

XII. Executive Session  
There was no request for an Executive Session.

XIII. May 23, 2024, County Board Agenda Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Invocation
- D. Roll Call
- E. Board Chair Announcements
  - \*\*Reminder for the June 4, 2024, Budget Retreat was added to the agenda during the meeting.**
- F. Approval of Board Minutes: April 18, 2024, County Board Meeting
- G. Joseph E. Meyer Resolutions - None
- H. Zoning and Planning
  - 1. Petitions Going To the Zoning Board of Appeals: **2 Petitions**
    - a. Petition No. 24-P-1625 by Ameresco Lee County RNG, LLC.
    - b. Petition No. 24-P-1626 by Michael Doughty and Tammy Doughty
  - 2. Petitions Going To the Planning Commission: **1 Petition**
    - a. Petition No. 24-PC-76 by Lee County Zoning Office
  - 3. Petitions Coming From the Zoning Board of Appeals: **2 Petitions**
    - a. Resolution for Petition No. 24-P-1623 by Petitioner Irish Eyes Farms, LLC.
    - b. Resolution for Petition No. 24-P-1624 by Richard Humphrey Jr. and Brenda Humphrey
  - 4. Petitions Coming From the Planning Commission: **None**
- I. Administrator Monthly Update and Board Member Comments
- J. Public Comments:
- K. County Organization Presentations/Updates

1. Karla Belzar - University of Illinois County Extension Director - Quarterly Report and Updates
  2. Tom Demmer - LCIDA Director - Quarterly Report and Updates
  3. Lucas Pauley - Visit Lee County - Quarterly Report and Updates
- L. Reports of Committee
- M. Unfinished Business - **None**
- N. New Business
1. Intergovernmental Agreement Between Lee County and the City of Dixon
  2. Resolution in Support of House Bill 4512
  3. Certified List of Candidates for Judge of Election for the Republican and Democratic Parties
  4. IDOT Resolution for Parcel# 2052206
  5. IDOT Resolution for Parcel# 2052213
- \*\*Sheriff's Office Squad Car Replacement topic was added to the agenda during the meeting.**
- O. Appointment(s)
1. Resolution to Reappoint Judy Truckenbrod to the Farmland Assessment Review Committee
  2. Resolution to Reappoint James D. Schielein to the Farmland Assessment Review Committee
- 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

XIV. Motion to Approve the Proposed County Board Agenda

**Motion** to approve the Proposed County Board Agenda. **Moved** by Dean Freil. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

XV. Adjournment - Executive Committee Meeting

**Motion** to adjourn at 11:21 a.m. **Moved** by Mike Koppien. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for  
11:00 a.m., on Thursday, June 13, 2024

Respectfully submitted by:  
Becky Brenner – Board Secretary