



# Executive Committee Meeting Minutes

Lee County, Illinois

Thursday, June 13, 2024 at 11:00 AM

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 Chair Bob Olson.

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

Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, and Jim Schielein all attended in person. Dean Freil attended in person on behalf of the Facilities and Maintenance Committee. Tom Wilson was absent.

Also present: Keane Hudson (Board Member), Jonathan Henrikson (IT Technician), Nancy Petersen (County Clerk and Recorder), Deb Phillips (Deputy County Clerk and Recorder), and Becky Brenner (Board Secretary) all attended in person.

III. Public Attendees

Payton Felix, a reporter from Sauk Valley Media, attended the meeting in person and introduced herself to the Committee.

IV. Approval of the Minutes from the Previous Meeting - (May 16, 2024)

Minutes for the May 16, 2024, Executive Committee Meeting were approved as presented without modification.

V. Reports from Committee Chairs

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 Executive Committee agenda so Board Members would be up to speed on the events happening at the Sheriff's Office.

VI. Administrator Report

Jeremy Englund was not able to attend the meeting and no report was submitted.

VII. Old Business - None

There were no items under Old Business.

VIII. New Business

A. *Resolution for Petition 24-P-1626 by Petitioners Michael Doughty and Tammy Doughty coming from the Zoning Board of Appeals*

This was for information only. The Petition was included on the proposed County Board agenda.

IX. Appointment(s)

- A. *Resolution: Appointment of Jennifer Dallas to the Lee County Board to Fill the Vacancy in District 4*

**Motion** to move the Appointment of Jennifer Dallas to the Lee County Board to fill the vacancy in District 4 to the June County Board agenda. **Moved** by Mike Koppien. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

- B. *Resolution: Reappointment of Sue Shippert to the Lee County Board of Health*

**Motion** to move the Reappointment of Sue Shippert to the June County Board agenda. **Moved** by Tom Kitson. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

- C. Appointment of Piper Grazulis to the Lee County Board of Health

**Motion** to move the Appointment of Piper Grazulis to the June County Board agenda. **Moved** by Dean Freil. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

X. Raffle Report(s)

- A. *Dixon VFW Post 540 Queen of Hearts Raffle Report*

**Motion** to put the Dixon VFW Post 540 Queen of Hearts Raffle Report on file with the County. **Moved** by Jim Schielein. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

XI. Review of Per Diem Report for County Board Approval - May Meetings for July 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. June 20, 2024, County Board Agenda Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Invocation
- D. Roll Call
- E. Board Chair Announcements
  1. Lesley Dever - Acknowledgement of 25 Years with Lee County
  2. Mike Wilcox - Acknowledgement of 25 Years with Lee County
- F. Approval of Board Minutes: May 23, 2024, County Board Meeting
- G. Resolution: Appointment of Jennifer Dallas to the Lee County Board District 4
  1. Clerk Petersen gives Oath of Office to Ms. Dallas
- H. Joseph E. Meyer Resolutions -
  - I. Zoning and Planning
    1. Petitions Going To the Zoning Board of Appeals: 1 Petition

- a. Petition No. 24-P-1627 by Ag View FS, Inc., regarding PIN 03-04-24-300-006.
- 2. Petitions Going To the Planning Commission: - None
- 3. Petitions Coming From the Zoning Board of Appeals: 1 Petition
  - a. Resolution for Petition No. 24-P-1626, by Michael Doughty and Tammy Doughty.
  - b. Resolution for Petition No. 24-P-1624 by Richard Humphrey Jr. and Brenda Humphrey - *Tabled During the May 2024 Meeting*
- 4. Petitions Coming From the Planning Commission: 1 Petition
  - a. Petition No. 24-PC-76 by Lee County Zoning Office.
- J. Administrator Monthly Update and Board Member Comments
- K. Public Comments:
- L. County Organization Presentations/Updates
  - 1. Sinnissippi Centers – Presentation for Opioid Settlement Request
- M. Reports of Committee
- N. Unfinished Business - None
- O. New Business
  - 1. Approval of ARPA Funds for Allied Facility Partners Invoice# 102
- P. Appointment(s)
  - 1. Resolution to Reappointment of Sue Shippert to the Lee County Board of Health
  - 2. Resolution to Appoint Piper Grazulis to the Lee County Board of Health
- Q. Executive Session
- R. Approval of County Officer's Reports/Quarterly Treasurer's Report
- S. Roll Call Approval of Monthly Revenue Reports, Claims Paid, Claims Paid in Vacation, and Payroll Paid.
- T. Approval of Board Member Mileage and Per Diem
- U. Adjournment - County Board Meeting Agenda

XIV. Motion to Approve the Proposed County Board Agenda

**Motion** to approve the Proposed County Board Agenda. **Moved** by Tom Kitson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

XV. Adjournment - Executive Committee Meeting

**Motion** to adjourn at 11:19 a.m. **Moved** by Mike Koppien. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

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

Respectfully submitted by:  
Becky Brenner – Board Secretary