



American Rescue Plan Act (ARPA) Committee

Meeting Minutes

Lee County, Illinois

Nov 10, 2022 at 9:00 AM CST

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

I. Call to Order

The meeting was called to order at 9:00 a.m., by Chair Bob Olson.

II. Roll Call - Board Members - Bob Olson, Chair, Jim Schielein, John Nicholson, Chris Norberg, Rick Humphrey, Tim Bivins, Tom Wilson, and Mike Zeman

Rick Humphrey and Chris Norberg were absent. Bob Olson, Jim Schielein, John Nicholson, Tim Bivins, Tom Wilson, and Mike Zeman were all present in person.

III. Committee Members - John Simonton, Kevin Lalley, Charley Boonstra, Sara Leisner, Patty Rudolphi, Paul Rudolphi, Wendy Ryerson

John Simonton, Kevin Lalley, and Charley Boonstra were absent. Sara Leisner, Patty Rudolphi, Paul Rudolphi, and Wendy Ryerson were present in person. Becky Brenner (Board Secretary) also attended in person.

IV. Approval of Minutes (September 8, 2022)

Minutes from the September 8, 2022, American Rescue Plan Act (ARPA) Committee Meeting were approved as presented without modification.

V. Visitors

There were no visitors.

VI. Old Business

There were no items under Old Business.

VII. New Business

A. PowerPoint Presentation

1. 2nd Quarter Community Service Reports Summary
2. Budget Overview
3. Overview of ARPA Projects Funded
4. Procedure for ARPA Funds Allocated to Capital

Sara Leisner walked the committee through the PowerPoint presentation and provided a summary of the Community Service Program 2nd Quarter Data information, Budget Review, Overview of ARPA Projects Funded, Overview of Projects Awarded for the Small Business Program, Overview of Projects Awarded for Business and Economic Development, Overview of Projects Awarded for Lee County Capital Projects, and Projects Awarded for General Requests. Also covered in the presentation were procedures for ARPA funds allocated to Capital. The entire PowerPoint presentation will be included as an attachment to the meeting minutes.

During the meeting Bob Olson reported that the County was not awarded the RAISE Grant that had been applied for.

Wendy Ryerson reported that the home in Compton that was partially destroyed by fire, had been demolished by the County using ARPA funds. The basement was been filled in and fill dirt has been put on the lot and will soon be leveled out. The future use/ownership of the property will be decided by the County Board. The next property on the radar for the County is on West 4th Street in Dixon and eventually the property at Route 30 and Highway 251.

VIII. Next Meeting Date

The committee briefly discussed dissolving the ARPA Committee now that the funds had been allocated. Wendy Ryerson explained that the Board Chair that will be chosen at the December 5, 2022, County Board Reorganization Meeting has the latitude to not create the committee for the coming year. No action was taken to dissolve the meeting and no future meeting dates for the ARPA Committee were set.

IX. Adjournment

Motion to adjourn at 9:14 a.m. **Moved** by Jim Schielein. **Second** by Tim Bivins. **Motion** passed unanimously by voice vote.

American Rescue Plan Act State & Local Fiscal Recovery Funds Committee Meeting

NOVEMBER 10, 2022

Community Service Program

2nd Quarter Data Summary

Hope Bible Fellowship-\$4,933.99 used to replace failing air conditioner. Due to decrease in donations, would have been unable replace it without ARPA funds. \$583.99 expenses for employee retreat for continued training.

Goodfellows of Lee County-\$6,054.43 used for improvements & accessibility to new location. Goodfellows had to relocate to a new location due to COVID and needed to make accessibility improvements to serve volunteers and clients. Remaining funds to be used on food vouchers for clients in the next quarters.

Community Service Program 2nd Quarter Data Summary

Shining Star Children's Advocacy Center-\$349.17 for lease of copier/scanner/fax which allows scan/fax of documents allowing no-contact exchange for documents. Funding previously used to cover this expense have been unavailable since COVID.

Meals on Wheels of Dixon-provided food assistance to 180 clients totaling \$1,916.00 and \$388.76 in assistance to the Agency for phone bill, stamps, postage and insurance.

Sinnissippi Centers, Inc.-Rent/Mortgage Assistance to clients totaling \$620 and utility assistance for clients totaling \$751.08.

Budget Review

Category	Allocation	Percent
Community Service Program	\$ 139,392	2%
Business & Economic Dev.	\$ 255,000	4%
Small Business Program	\$ 499,988	8%
General ARPA Requests	\$ 1,873,159	28%
Lee County Capital Projects	\$ 3,855,209	58%
Totals	\$ 6,622,748	100%

ARPA Overview of Projects Awarded- Community Service Program/Allocation

Community Service Program-7 community service/social programs awarded \$10,000 each to provide services to their clients and/or use within their agency for expenses due to lack of funding during COVID

Community Service Allocation-funded 7 agencies for their needs as a result of lost funding/donations due to COVID

ARPA Overview of Projects Awarded- Small Business Program

Awarded 49 Small Businesses for \$10,404 each to be used for impacts of COVID.

Two businesses requested less than the allocated amount and their full request was awarded at \$5,000 and \$6,000.

Awaiting return of one signed agreement

Currently collecting receipts/verification of use of funds that supports use of funds described within the narrative included with application

ARPA Overview of Projects Awarded- Business & Economic Development

- **Grant Match for the Steward/Rochelle Industrial Park**
- **IDOT RAISE planning grant for multi-use paths in collaboration with City of Dixon**
- **Health Department Fees for businesses up to \$60k/year for 2022 and 2023**

ARPA Overview of Projects Awarded – Lee County Capital Projects

- **Boiler in Courts building**
- **Board Chair Conference Room**
- **Move IT Servers to Courts Building**
- **Network Switches**
- **Courts Building & Old Courthouse Elevator repair/replacement**
- **Asbestos Removal at former LEC**
- **Lead Abatement**

ARPA Overview of Projects Awarded – General Requests

Administration Expenses for ARPA

LCSD Driveway

County Clerk Election Equipment

ROE NEXUS staff wages

County Board Room Technology Upgrades

SVCC Agriculture Program

**Lee County Tourism Advertising, Print &
Website upgrades**

**Historic Dixon Theatre Grant Match for Theatre
Improvements**

LCSD Portable & Mobile Radios

Old Courthouse HVAC

Abandoned Properties cleanup

**Lee County Highway Dept Concrete Box Culvert
Replacement**

**Lee County Fairgrounds Improvements to Main Exhibit
Building & Grounds**

**Fire Departments (10 Departments @ \$10,000 each
Department)**

Procedure for ARPA funds allocated to Capital

For Transparency, Accounting, and Tracking for reporting to Treasury

Complete Board Action Request form indicating the request to use ARPA Capital funds

Include dollar amount of expenditure and description of expenditure.

Discussion and vote at Finance Committee.

Approved at Finance-moves to County Board for approval

Questions, Comments, Feedback
