



# Executive Committee Meeting Minutes

Lee County, Illinois

Jan 12, 2023 at 11:00 AM CST

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

Tom Wilson was absent. Dean Freil was appointed to the committee to represent the Facilities and Maintenance Committee. Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, and Jim Schielein were all present in person.

Also present: Nancy Naylor (Board Member), Dee Duffy (Zoning Administrator), Alice Henkel (Renewable Energy Coordinator), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), Wendy Ryerson (Administrator), Stephanie Sasscer (Assistant State's Attorney), Clay Whelan (Sheriff) and Becky Brenner (Board Secretary) were all present in person.

## III. Public Attendees

John Nicholson, former County Board Member, voiced his desire to be appointed to the Reagan Mass Transit Board.

### Discussion topics during the meeting included the follow:

During discussion, Nancy Naylor reported that she had accepted the position of Deputy Chief of Staff for the recently elected Illinois Senator from the 37th District, Win Stoller. The Senator took the oath of office on January 11, 2023. Her position in the office will give the Senator an active presence in Lee, Ogle, Whiteside, and DeKalb Counties.

During discussion, Clay Whelan walked the committee through two (2) matters impacting the Sheriff's Office that would have a financial impact. Both matters were for information only at this time and are listed below:

1. The GPS monitoring services currently being performed by the Probation Office would be transitioning to the Sheriff's Department. This task is a pre-conviction service that technically should not fall under the purview of the Probation Department. The work process is still being evaluated and will most likely require the hiring of additional staff.
2. Clay walked the committee through potential options he is considering that would allow the Department to accommodate a permanent work restriction for a Correctional Deputy that was injured on the job.

During discussion, Alice Henkel presented the committee with a packet that outlined the major changes that the County would be required to make in the siting standards to the newly passed Wind and Solar Ordinances if HB4412 is signed by the Governor. If the Governor signs the bill, the County would have 120 days to bring the Ordinance into compliance with the State mandates. Following are the changes:

- Setbacks would need to be reduced.
- Shadow flicker protection for non-participating landowners would be reduced.
- Decommissioning details would be determined only by the AIMA agreements.

During discussion, Wendy Ryerson explained that she had been in conversation with the Chairman about creating four different working groups to collaborate on several important topics:

- Zoning Ordinance Revisions – This group would report to County Services Committee. Proposed members: Lead Jack Skrogstad, and members Reed Akre, Dean Freil, and Keane Hudson.
- Abandoned Properties – This group would report to Public Safety and Court Services Committee. Proposed members: Lead Mike Koppien, and members Dean Friel and Mike Pearson.
- Grants – This group would report to the Finance Committee. Proposed members: Lead Bob Olson, and members Dean Friel and Lirim Mimini.
- Tourism – This group would report to the Executive Committee. Proposed members: Lead Tom Kitson and members Angie Shippert, Ron Gascoigne, and Katie White.

IV. Approval of the Minutes from the Previous Meeting - (December 15, 2022)

Minutes from the December 15, 2022, Executive Committee Meeting were approved as presented, without modification.

V. Reports from Committee Chairs

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

VI. Old Business - None

There were no items under Old Business.

VII. New Business

A. Transfer of Property to the Village of Compton

Over a year ago the County allocated \$100,000 from ARPA funds to begin addressing the abandoned and unsafe properties in the County. The first project in Compton has been abated, demolished, the basement filled, and the property leveled. The County currently possesses a judicial deed to the property. At the January County Board Meeting the members will be asked to consider quit claiming the deed to the Village of Compton. This would

relinquish the County from all rights and interests in the property. The Village of Compton would then need to accept the property by resolution. This option was the most cost-effective option available to the County.

**Motion** to recommend approving the resolution to transfer the Compton property by quit claim deed to the Village of Compton and move the resolution to the full Board agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

B. Natural Gas Contracts

Bob Olson and Dean Freil explained that the Facilities and Maintenance Committee recommended a one-year contract and not a three-year contract be presented to the County Board for consideration.

C. Correction of Scrivener's Error - Battery Storage Moratorium

Wendy Ryerson explained that included on the December County Board agenda was a resolution that would create a standing committee to review the current Zoning ordinance and a resolution extending the County's moratorium on battery storage. The Board tabled the resolution that would have created a standing committee to review the Zoning ordinance and approved the battery storage resolution. Since the meeting, it was suggested that instead of a ad hoc committee, a working group be appointed. Wendy went on to explain that the moratorium resolution referenced the ad hoc committee. She is asking that the committee move the revised battery storage resolution, which omits the ad hoc committee reference, to the January County Board agenda.

**Motion** to place on the January County Board agenda - Correction of Scrivener's Error - Battery Storage Moratorium Resolution: **Moved** by Tom Kitson. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

D. Resolution in Opposition to HB 4412

This item was not discussed and was not moved to the January County Board agenda.

VIII. **Appointments**

A. Appointment of Teri Zinke as the Lee County Animal Control Administrator

Wendy Ryerson explained that during the revisions to the Animal Control Ordinances in 2022, it was discovered that state statute requires the County to name an Administrator for Animal Control via resolution. The statutory language is included in the resolution being presented to the Executive Committee.

**Motion** to approve the Appointment of Teri Zinke as the Lee County Animal Control Administrator and move to the County Board for consideration. **Moved** by Mike Koppien. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

IX. Raffle Report

A. The Last Alarm

**Motion** to place the Last Alarm Raffle Report on file. **Moved** by Jim Schielein.  
**Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

X. Review of Per Diem Report for County Board Approval - Payout for February 2023

The payout for the December 2022 meetings will be the first pay period in February 2023.

XI. Test Voting

The committee walked through the OnBoard voting system and the process was smoother, but still presented some difficulty.

XII. Executive Session

A. 5 ILCS 120/2.06 Examination of Past Executive Session Minutes

The executive session for examination of past executive session minutes item on the agenda will be moved to the February 2023 Executive Committee Meeting.

XIII. January 19, 2023 County Board Agenda Items

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

D. Board Chair Announcements

E. Approval of Board Minutes: December 27, 2022 County Board Minutes

F. Joseph E. Meyer Resolutions - None

G. Zoning and Planning

1. Petitions Going To the Zoning Board of Appeals: *None*

2. Petitions Going To the Planning Commission: *None*

3. Petitions Coming From the Zoning Board of Appeals: ~~None~~ Petition 22-P-1594 was added to the January County Board agenda –

**\*\* Alice Henkel reported that during the January 5, 2023, ZBA Hearing, the members recommended approving Petition 22-P-1594 which would revoke the special use permit for the purpose of a hotel/conference center on PPN# 19-22-08-200-010, previously 19-22-08-200-002.**

4. Petitions Coming From the Planning Commission: *None*

H. Administrator Monthly Update and Board Member Comments

I. Public Comments:

J. County Organization Presentations/Updates

K. Reports of Committee

L. Unfinished Business

M. New Business

1. Test of OnBoard Voting System  
\*\*This topic was removed from the January County Board agenda.
2. Transfer of Property to the Village of Compton
3. Natural Gas Contracts
4. ARPA Staff Compensation MOU's
5. Joint Tourism Grant
6. Supervisor of Safety - Sheriff Clay Whalen  
\*\*This topic was removed from the January County Board agenda.
7. Sheriff's Department - Polycom Studio with Zoom Feature
8. Fund Balance Policy – *because this policy is an ordinance, it will have to lay over until the February County Board Meeting.*
9. Correction of Scrivener's Error - Battery Storage Moratorium
10. Resolution in Opposition to HB 4412  
\*\*This topic was removed from the January County Board agenda.  
\*\*Revised LOTS MOU – Reimbursement Costs topic was added to the January County Board agenda.

N. Appointments

1. Appointment of Ermir Ramadani as Trustee to the Reagan Mass Transit District (Tabled in December)
2. Appointment of Teri Zinke as the Lee County Animal Control Administrator

O. Executive Session

P. Approval of County Officer's Reports/Quarterly Treasurer's Report

Q. Roll Call Approval of Monthly Revenue Reports, Claims Paid, Claims Paid in Vacation, and Payroll Paid.

R. Approval of Board Member Mileage and Per Diem

S. Adjournment - County Board Meeting Agenda

XIV. Motion to Approve the Proposed County Board Agenda

**Motion** to approve the proposed County Board Agenda. **Moved** by Jim Schielein. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

XV. Adjournment - Executive Committee Meeting

**Motion** to adjourn at 11:59 a.m. **Moved** by Mike Koppien. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for  
9:00 a.m., on Thursday, February 16, 2023