



Executive Committee Meeting Minutes

Lee County, Illinois

Nov 16, 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. Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, and Dean Freil all attended in person.

Also present: Keane Hudson (Board Member), Charley Boonstra (State's Attorney), Alice Henkel (Renewable Energy Coordinator), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), Wendy Ryerson (current Administrator), Jeremy Englund (incoming Administrator), and Becky Brenner (Board Secretary), all attended in person.

Following roll call, Jeremy Englund was introduced as the incoming Lee County Administrator. Jeremy was hired on November 13, 2023. Wendy Ryerson, the current Administrator, will be retiring within the coming weeks.

Topics that were briefly discussed that were not on the agenda:

- There has been an influx of phone calls to the County regarding the County's Electrical Aggregation program. There has been a tremendous amount of confusion surrounding the "opt out" option that the citizens must go through to keep the provider they currently have. The topic will be brought to the County Services Committee next month for further discussion and potential action that can be taken to minimize the confusion.
- The Chairman reminded everyone that there will be a Truth in Taxation meeting prior to the County Board Meeting on Tuesday, November 21, 2023, at 5:30 p.m. Reminders will be sent out to Board Members.
- The need for social media accounts for the County.
- Grant matching dollars approval process.

No action was taken on any of these items.

III. Public Attendees

No one from the public was in attendance.

IV. Approval of the Minutes from the Previous Meeting - (October 16, 2023)

Minutes from the October 16, 2023, 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 during their committee meeting.
- VI. Old Business
 - A. *Property Liability Insurance*
After a brief discussion regarding the County's insurance bidding process, the committee asked that the Property Liability Insurance topic be taken off the agenda.
- VII. New Business
 - A. *2023 - 2024 County Board and Committee and Meeting Schedule*
Motion to move the 2023 - 2024 County Board and Committee Meeting schedule to the full County Board agenda. **Moved** Tom Kitson. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.
- VIII. Appointments
 - A. *Resolution: Lee County Zoning Board of Appeals Appointment of Luke Phalen*
Motion to move the Resolution Appointment of Luke Phalen to the Lee County Board of Appeals to the full County Board agenda. **Moved** by Jim Schielein. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.
 - B. *Resolution: Maple Grove Drainage District Reappointment of David J. Didier*
Motion to move the Resolution Appointment of David J. Didier to the Maple Grove Drainage District to the full County Board agenda. **Moved** by Dean Freil. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.
- IX. Raffle Report
 - A. *VFW Gun Raffle Report*
 - B. *Walton Fest Raffle Report*
 - C. *Sauk Valley Pride Raffle Report*

Motion to put the VFW Gun, Walton Fest, and Sauk Valley Pride raffle reports on file with the County. **Moved** by Dean Freil. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.
- X. Review of Per Diem Report for County Board Approval - October Meetings for December Payout
There were no requested changes to the October Per Diem Report.
- XI. Executive Session
There was no request for an Executive Session.
- XII. November 21, 2023, County Board Agenda Items
 - A. Call to Order
 - B. Pledge of Allegiance
 - C. Invocation

- D. Roll Call
- E. Board Chair Announcements
 - 1. 25-Year Acknowledgement for Brenda Angleton- Highway Department
 - 2. Life Saving Award Presentation for Telecommunicator Dylan Ehlers and Deputy Alejandro Castro
- F. Approval of Board Minutes: October 19, 2023, County Board Meeting
- G. Joseph E. Meyer Resolutions - None
- H. 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: 3 Petitions
 - a. Petition No. 23-P-1616 by Petitioner Wiggins Solar, LLC, regarding PIN 18-08-11-400-014, located in South Dixon Township.
 - b. Petition No. 23-P-1618 by Petitioner First State Bank, regarding PINs 05-17-08-302-016 and 05-17-08-302-015, located in Brooklyn Township.
 - c. Petition No. 23-P-1619 by Petitioner Crest Foods Co., Inc., regarding PIN 03-04-29-100-007, located in Ashton Township.
 - 4. Petitions Coming From the Planning Commission: - None
- I. Administrator Monthly Update and Board Member Comments
- J. Public Comments:
- K. County Organization Presentations/Updates
- L. Reports of Committee
- M. Unfinished Business
 - 1. 2023 (FY24) Levy Ordinance - Held over in October
 - 2. FY24 Budget Ordinance - Held over in October
- N. New Business
 - 1. Engineering Agreement for Township Bridge Design
 - 2. Annual MFT Maintenance Appropriation Resolution for 2024
 - 3. Allied Facility Partners - Cost Proposal for New Courts HVAC System
 - 4. Appellate Prosecutor Resolution
 - 5. Courts Building HVAC Project - Engineering Payment Reallocation to ARPA
 - 6. FY 2023 Year End Budget Adjustments
 - 7. Resolution Authorizing Treasurer's Office Signature Authority
 - 8. Resolution: 2023 - 2024 County Board Meeting Dates
 - ** the Union Local 150 Operating Engineers Contract will be added to the November County Board agenda.**
- O. Appointments
 - 1. Resolution: Maple Grove Drainage District Reappointment of David J. Didier
 - 2. Resolution: Lee County Zoning Board of Appeals Appointment of Luke Phalen
- 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

XIII. 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.

XIV. Adjournment - Executive Committee Meeting

Motion to adjourn at 11:34 a.m.. **Moved** by Jim Schielein. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

Respectfully submitted by:
Becky Brenner – Board Secretary