



# Executive Committee Meeting Minutes

Lee County, Illinois

Jul 13, 2023 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 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 attended in person. Tom Wilson attended via Zoom video conferencing.

Also present: Dean Freil and Keane Hudson (Board Members), Charley Boonstra (State's Attorney), Alice Henkel (Renewable Energy Coordinator), Jeff Hilden (Facilities Director), Nancy Petersen (County Clerk and Recorder), Wendy Ryerson (Administrator), Clay Whelan (Sheriff), and Becky Brenner (Board Secretary), all attended in person.

## III. Public Attendees

Amanda McCoy, Renee Kaleel, Mark Kaleel, and Mike Hermes all attended the meeting in person. Mike Hermes spoke on behalf of the group to express concerns regarding the placement of a cell tower in Amboy.

## IV. Approval of the Minutes from the Previous Meeting - (June 15, 2023)

Minutes from the June 15, 2023, Executive Committee Meeting were approved as presented with one minor attendance correction.

## 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

### A. After Action Review (COVID) Discussion

There was no action or discussion on this topic.

## VII. New Business

### A. MOU - Lee County Tourism

Wendy Ryerson explained that the Lee County Tourism MOU was an agreement between Lee County Tourism and the Lee County Board that spells out the process in place for the next six (6) months and the steps necessary to transition the tourism program from Lee County Tourism back to the County. The County is currently in discussions with Discover Dixon to contract with them for tourism promotion.

Tom Kitson also reported that he and Wendy Ryerson had met with individuals from the Lee County Food Pantry regarding the future of the building they are currently using on West 4th. Street. They were assured that the County had no plans to evict them, but that together they would be working to find a new, safer location.

- B. Review of State Statute 55 ILCS 5/5-12001.1 - Telecommunication Towers - No action required

In light of the potential cell phone tower installation in Amboy, Alice Henkel provided the committee with a handout breaking down State Statute 55 ILCS 5/5 - 12001.1.

- C. Contract with Chastain & Associates

Alice Henkel explained that the ordinances governing the commercial wind and solar energy projects in Lee County allowed for the engagement of a third-party engineer for project oversight at the expense of the developer/applicant. Chastain & Associates has prepared such a contract for the County's consideration for the oversight of the GSG project at an engineering level. While this contract does not require County Board approval, it is being presented to the committee for transparency and Board Member comment.

#### VIII. Appointments

Nancy Peterson reported that earlier in the day she had received a reappointment request for Wesley Englehart to the Compton Fire Protection District. This appointment will be added to the July County Board agenda.

#### IX. Raffle Report

- A. Walton Fest
- B. Honor Flight
- C. VFW Booze Wagon Raffle Report
- D. VFW Hog Gun Raffle Report

**Motion** to put the Walton Fest, Honor Flight, VFW Booze Wagon, and the VFW Hog Gun Raffle reports on file with the County. **Moved** by Tom Kitson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

#### X. Review of Per Diem Report for County Board Approval - June Meetings for August Payout

There were no changes requested to the per diem report for the June 2023 meetings.

#### XI. Executive Session

1. 5 ILCS 120/2.06 Examination of Past Executive Session Minutes

**Motion** to enter into Executive session at 11:28 a.m., for the purpose of discussing 5 ILCS 120/2.06 Examination of Past Executive Session Minutes. **Moved** by Tom Kitson. **Second** by Mike Koppien.

**Roll call going into Executive Session:** Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, and Tom Wilson.

Also present: Dean Freil, Keane Hudson, Charley Boonstra, Wendy Ryerson, and Becky Brenner.

**Roll call back in open session:** Bob Olson, Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, and Tom Wilson.

Also present: Dean Freil, Keane Hudson, Charley Boonstra, Wendy Ryerson, Nancy Petersen, and Becky Brenner.

Back in open session at 11:36 a.m.

**Action coming out of Executive Session - Motion** to follow the recommendation from Charley Boonstra regarding the existing Executive Session minutes: no additional minutes be released at this time. **Moved** by Tom Wilson. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

XII. July 20, 2023, County Board Agenda Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Invocation
- D. Roll Call
- E. Board Chair Announcements
- F. Approval of Board Minutes: June 22, 2023, County Board Meeting
- G. Joseph E. Meyer Resolutions - 1 Resolution, PPN# 13-21-12-328-046
- H. Zoning and Planning
  1. Petitions Going To the Zoning Board of Appeals: 2 Petitions
    - a. Petition 23-P-1615, Petitioner John Hilliker, PPN# 06-09-23-300-006, Special Use to operate business from Property with one onsite employee
    - b. Petition 23-P-1616, Petitioner Wiggins Solar, LLC, PPN# 18-08-11-400-014, Special Use for a Solar Energy System – South Dixon Township
  2. Petitions Going To the Planning Commission: - None
  3. Petitions Coming From the Zoning Board of Appeals: 5 Petition
    - a. Petition 23-P-1610, Petitioner HTIMS LP, PPN# 10-13-14-301-006, map amendment from R-2 Single Family Residential District to C-2

- Planned Office and Business District for small equipment sales, service, and repair, Harmon Township
  - b. Petition 23-P-1611, Petitioner HTIMS LP, PPN# 10-13-14-301-008, map amendment from R-2 Single Family Residential District to C-2 Planned Office and Business District for small equipment sales, service, and repair, Harmon Township
  - c. Petition 23-P-1612, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-005, map amendment from I-3 Heavy Industrial District to C-3 General Business District, Viola Township
  - d. Petition 23-P-1613, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-005, revocation of Special Use, Viola Township
  - e. Petition 23-P-1614, Petitioner Lee County Zoning Office, PPN# 20-11-23-100-006, revocation of Special Use, Viola Township
- 4. Petitions Coming From the Planning Commission: - 1 Petition
  - a. Petition 23-P-74, Petition to amend the text of Lee County Code 10-4: Ag-1 Rural/Agricultural District
- I. Administrator Monthly Update and Board Member Comments
- J. Public Comments:
- K. County Organization Presentations/Updates
- L. Reports of Committee
- M. Unfinished Business
  - 1. Petition 23-PC-72, Text Amendment to 10-15-15, Wind Energy Systems (Held over in June)
  - 2. Petition 23-PC-73, Text Amendment to 10-15-20, Solar Energy Systems (Held over in June)
  - 3. Revised Lee County Hotel Motel Tax Ordinance (tabled in May)
  - 4. 2023 BEST, Inc. Lease Agreement (tabled in June)
  - 5. Petition 23-P-1606, Amboy IL Solar 1 LLC, PPN# 06-09-12-400-003, Special Use for a community Solar Energy System-Franklin Grove Township (Tabled in June)
- N. New Business
  - 1. Lee County Safety Manual Draft
- O. Appointments
  - \*\*The reappointment of Wesley Engelhart will be added to the July County Board agenda.
- 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 Jack Skrogstad. **Motion** passed unanimously by voice vote.

XIV. Adjournment - Executive Committee Meeting

**Motion** to adjourn at 11:49 a.m. **Moved** by Mike Koppien. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for  
11:00 a.m., on Thursday, August 17, 2023

Respectfully submitted by:  
Becky Brenner – Board Secretary