



American Rescue Plan Act Committee Meeting – Thursday, December 9, 2021

Third Floor Boardroom, Old Lee County Courthouse – 9:00 a.m.

112 E Second St, Dixon, Illinois 61021

Meeting called to order at 9:00 a.m. by Chair Bob Olson

Member Roll Call: Chair Bob Olson, Chris Norberg, Rick Humphrey, Jim Schielein, and John Nicholson.

Members absent: None

Advisory Members: Charley Boonstra (State's Attorney)(9:17-10:19), John Simonton (Sheriff), Sara Leisner (ARPA Grant Coordinator), Patty Rudolphi (ARPA Internal Control and Separation), Paul Rudolphi (Chief Deputy in the Treasurer's Office), and Wendy Ryerson (Administrator)

Board Members, Department Heads and employees present: Mike Koppien, Lirim Mimini, and Arlan McClain (Board Members), Greg Saunders (Maintenance Supervisor)(9:00-9:56), and Nancy Petersen (County Clerk).

Visitors: David Bingaman (President) and John McLane (Chair of the Building Committee)(9:00-9:34) from The Next Picture Show and Diane Nicholson (Lee County Tourism).

The minutes from the November 4, 2021, meeting were approved with modification.

Nancy Petersen thanked the committee for approving ARPA funds for the purchase of new election equipment and reported that the new equipment would be delivered to the courthouse on December 13, 2021. She reported that the County will have 30 days to pay the invoice for the equipment.

Old Business

Sara Leisner reviewed the top five (5) priority projects that were chosen during the October 7, 2021, Strategic Planning Meeting. The top five (5) projects were: 1) Assistance to small businesses, tourism, travel/hospitality, 2) Assistance to households using local service agencies (PADS, Food Pantry, etc.), 3) Job Training programs, working with BEST, SVCC, etc., 4) Technology improvements to the County Board meeting rooms, and 5) Improvements to Broadband infrastructure.

New Business

Sara Leisner presented a PowerPoint presentation during the meeting and explained that out of the \$6.6 million dollars awarded, Lee County had received the first deposit of \$3.3 million. Of those funds, \$664,757 had been committed to the following projects: \$250,000 for social agencies, \$200,000 for new election equipment, an estimate of \$157,223 for County boardroom technology, \$25,334 for the Regional Office of Education Nexus Program, \$17,200 for the Lee County Sheriff's Department food service delivery road, and \$15,000 for administration fees. \$2,646,617 is still uncommitted.

Sara Leisner reminded the committee that last month they approved a Community Service Agency Program with a maximum of \$10,000 award per agency for use over the period of one year. Since the meeting, additional information and guidelines were released by the Treasury classifying Community Service Programs as Subrecipients and the County classified as a Pass Through Entity. The main requirements for Subrecipients are as follows: 1) ensuring compliance with all eligible uses for funding, 2) Compliance with reporting requirements and expenditures, 3) Evaluate subrecipients risk for non-compliance, and 4) Lee County develops written policies and procedures for subrecipient monitoring and risk assessment as well as maintenance of records. Because of the additional guidance from the Treasury, Sara revised the forms and application and provided them to the committee.

Sara Leisner and Wendy Ryerson reported that additional Federal funding for Broadband infrastructure and small business assistance may be possible apart from ARPA funds. It was suggested that the committee hold off on these two priorities until more information for additional funding was available.

The committee briefly reviewed the existing requests submitted.

David Bingaman and John McLane were present and walked the committee through the HVAC upgrade request for the Next Picture Show in downtown Dixon. David explained that he was initially asked by the committee to check with the City of Dixon to see if this request was something they would fund. He was informed that the city did not have funds available.

Motion by John Nicholson: To move the Next Picture Show request for \$10,000 for HVAC repairs to the Finance Committee falling under the Tourism Category.

Second by Jim Schielein. Motion carried unanimously by voice vote.

The following five (5) new requests were discussed by the committee: 1) Lee County Tourism, Print Advertising and Website upgrades from \$17,835.66 to \$20,368.90 under the Negative Economic Impacts-Tourism Category, 2) Health Department fee reimbursement for small businesses, 3) Amboy Fire Department, Trailer Mounted Mobile sign for \$17,945.00 from the Public Health Communication Category, 4) Lee County Sheriff Department for all salaries and benefits for public safety employees (no amount provided) from the Public Health Expenses Mitigating/Responding to COVID Category, 5) Lee County Sheriff Department, Building staff back to pre-pandemic levels – three (3) replacement hires for \$232,850 from the Public Health Emergency – Rehiring Government Staff Back to pre-COVID Category.

Diane Nicholson was present to walk the committee through the request from Tourism for lost revenue in the amount of \$20,741.50 and print advertising and website upgrades in the amount of \$20,368.90.

Motion by Jim Schielein: To move the request from Tourism in the amount of \$20,000 for lost revenue to the Finance Committee.

Second by John Nicholson. Motion carried unanimously by voice vote.

Sara Leisner reminded the committee that lost revenue prior to March 3, 2021, would not be considered eligible.

Jim Schielein rescinded his previous motion to move the request from Tourism in the amount of \$20,000 under the lost revenue category to the Finance Committee.

Motion by Jim Schielein: To move the request from Tourism in the amount of \$20,000 for the promotion of tourism to the Finance Committee.

Second by Chris Norberg.

After discussion, Jim Schielein rescinded his motion and requested that Diane Nicholson and Sara Leisner review and revise the request.

The committee discussed the prospect of the Health Department waving fees for small businesses in the amount of roughly \$53,000 per year, with reimbursement to the Health Department from ARPA funds. Wendy Ryerson reported that she would confer with the Health Department to see how this could be accomplished.

The committee discussed the request from the Amboy Fire Department for a Trailer Mounted Mobile sign. The committee would be requesting that Chief Bryant come to the January meeting to discuss this request.

John Simonton walked the committee through the two requests that he submitted for possible ARPA reimbursement. He explained that he was not looking for a motion because the topics did not meet the top five priorities but would like consideration for any funds not awarded.

Motion to adjourn by Rick Humphrey:

Second by Chris Norberg. Motion carried unanimously by voice vote.

Meeting adjourned at 10:19 a.m.

The next scheduled American Rescue Plan Act Meeting is scheduled for 9:00 p.m. on Thursday, January 6, 2021