



# Executive Committee Meeting Minutes

Lee County, Illinois

Thursday, September 12, 2024 at 11:00 AM CDT

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

*This meeting can be viewed in its entirety on YouTube using the web address below  
<https://www.youtube.com/watch?v=HZccnQ3T78E>*

## 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, Jim Schielein, and Tom Wilson all attended in person.

Also present: Dean Freil, Keane Hudson, and Nancy Naylor (Board Members), Charley Boonstra (State's Attorney), Jeremy Englund (Administrator), Alice Henkel (Zoning Administrator), Nancy Petersen (County Clerk and Recorder), Clay Whalen (Sheriff), and Becky Brenner (Board Secretary) all attended in person. Laura Mangrum (Assistant Zoning Administrator) attended via zoom.

### During attendance:

- Alice Henkel handed out an information packet to the committee regarding an upcoming renewable energy conference that will be held on October 1st and 2nd in Bloomington.

## III. Public Attendees

No members of the public were in attendance.

## IV. Approval of the Minutes from the Previous Meeting - (August 15, 2024)

Minutes from the August 15, 2024, Executive Committee Meeting Minutes were approved as presented out modification.

## V. Reports from Committee Chairs

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

## VI. Monthly Sheriff's Office Report Detailing Events Within the Department - Information Only

Clay Whelan asked that his report from Public Safety be added to the Executive Committee agenda so Board Members would be up to speed on the events happening at the Sheriff's Office.

## VII. Administrator Report

Jeremy Englund reported that he is currently working with CIRMA on the liability insurance renewal for the County.

VIII. Unfinished Business

There were no items on the agenda under Unfinished Business.

IX. New Business

A. *BAR Form - New Squad Car for College Resource Officer*

Finance Committee Chair Jim Schielein reported that a request had been made by the Sheriff to purchase a squad car for the Sauk Valley Community College Resource Officer. The topic was discussed during the Finance Committee Meeting and there was a consensus from the members to approve the request. A formal motion could not be made in Finance because the topic was not on the agenda. Jim asked for a motion from the Executive Committee to approve putting the request on the agenda for the September County Board Meeting.

**Motion** to approve adding the New Squad Car for the College Resource Officer topic to the September County Board agenda. **Moved** by Jim Schielein. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

X. Appointment(s)

A. *Resolution Appointment of Jeffrey Gerdes to the Amboy Fire Protection District*

**Motion** to move the Resolution Appointment of Jeffrey Gerdes to the Amboy Fire Protection District. **Moved** by Mike Koppien. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

B. *Resolution Appointment of Nathan Hummel to the Zoning Board of Appeals*

**Motion** to move the Resolution Appointment of Nathan Hummel to the Zoning Board of Appeals. **Moved** by Jim Schielein. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

C. *Resolution Appointment of Tim Crawford to the Zoning Board of Appeals*

**Motion** to move the Resolution Appointment of Tim Crawford to the Zoning Board of Appeals. **Moved** by Jim Schielein. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

XI. Raffle Report(s)

**Motion** to put the Trinity Cares and Moonlight Bay raffle reports on file with the County. **Moved** by Tom Kitson. **Second** by Jack Skrogstad. **Motion** passed unanimously by voice vote.

XII. Review of Per Diem Report for County Board Approval - August Meetings for October Payout

This topic was for information only. No changes to the report were requested.

XIII. Executive Session

**Motion** to enter into Executive Session at 11:16 a.m., for the purpose of discussing 5 ILCS 120/2 (c)(1) Personnel. **Moved** by Tom Kitson. **Second** by Jim Schielein.

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

Also present: Dean Freil, Keane Hudson, Nancy Naylor, Charley Boonstra, and Jeremy Englund.

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

Also present: Dean Freil, Keane Hudson, Nancy Naylor, Charley Boonstra, Jeremy Englund, Nancy Petersen, and Becky Brenner.

Back in open session at 11:34 p.m.

XIV. September 19, 2024, 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: August 22, 2024 County Board Meeting
- G. Joseph E. Meyer Resolutions
- 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: **None**
  - 4. Petitions Coming From the Planning Commission: **None**
- I. Administrator Monthly Update and Board Member Comments
- J. Public Comments:
- K. County Organization Presentations/Updates
  - 1. Karla Belzar - University of Illinois County Extension Director - Quarterly Report and Updates
  - 2. Tom Demmer - LCIDA Director - Quarterly Report and Updates
  - 3. Lucas Pauley - Visit Lee County - Quarterly Report and Updates
- L. Reports of Committee
- M. Unfinished Business
  - 1. Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement (IPWMAN) - (Held over in August)
- N. New Business
  - 1. Illinois Public Works Mutual Aid Agreement
  - 2. Resolution to Amend Resolution 2024-02-003
  - 3. Lee-LaSalle Intergovernmental Agreement
    - \*\* Two topics added to the September County Board agenda:**
    - **BAR Form - New Squad Car for College Resource Officer**
    - **Resolution for the Salary Set for the Coroner**
- O. Appointment(s)
  - 1. Resolution Appointment of Jeffrey Gerdes to the Amboy Fire Protection District
  - 2. Resolution Appointment of Nathan Hummel to the Zoning Board of Appeals
  - 3. Resolution Appointment of Tim Crawford to the Zoning Board of Appeals

- 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

XV. 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.

XVI. Adjournment - Executive Committee Meeting

**Motion** to adjourn at 11:40 a.m. **Moved** by Jack Skrogstad. **Second** by Tom Wilson. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for  
11:00 a.m., on Thursday, October 10, 2024

Respectfully submitted by:  
Becky Brenner – Board Secretary