



# Executive Committee Meeting Minutes

Lee County, Illinois

Thursday, August 15, 2024 at 11:00 AM

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, Mike Koppien, Mike Zeman, Jim Schielein, and Dean Freil all attended in person. Jack Skrogstad and Tom Wilson were absent.

Also present: 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), Deb Phillips (Chief Deputy Clerk, County Clerk's Office), Paul Rudolphi (Treasurer), and Becky Brenner (Board Secretary) all attended in person. Alic Huss (Board Member) attended via Zoom.

## III. Public Attendees

Peyton Felix, reporter from Shaw Media, attended in person.

Discussion during attendance:

- Nancy Petersen reported that on the official vote by mail application postcard that was sent out by the Election Office there is an "I wish to opt out from future vote by mail postcard mailings" option at the bottom of the postcard. Anyone that checks this box, signs and dates, and returns the postcard to the Election Office will no longer receive the postcard. Last year the County spent \$16,839.23 to print and mail these post cards. If a voter changes their mind in the future and wishes to receive the postcard, they can contact the Election Office and be put back on the mailing list.
- Ali Huss attended the Recharge Energy Storage Summit in Portland, OR, in late June with Zoning Administrator Alice Henkel. Following are highlights from her report given during the meeting:
  - The sessions and focuses ranged from market drivers and change policies at the federal and state levels to the best storage practices and ever evolving safety requirements and standards around battery storage.
  - Presentations regarding the driving factors behind an entity that wants to produce battery storage systems.
  - The conference compared market analytics by comparing different approaches between California and Texas, these showed how changes come through mandates (California) and no mandates or initiatives whatsoever (Texas) and how they are achieving clean energy.

- There was a discussion regarding the interconnection lag with PJM and the reform needed in this area.
- IV. Approval of the Minutes from the Previous Meeting - (July 11, 2024)  
Minutes from the July 11, 2024, Executive Committee Meeting were accepted 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. Dean Freil gave the report for County Services and Facilities and Maintenance because Jack Skrogstad and Tom Wilson were not able to attend the meeting.
  - A. *Sheriff's Report from Public Safety - 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.
- VI. Administrator Report  
Jeremy Englund reported that he continues to meet with regional City Managers to craft relationships and explore options for development opportunities. He explained that he is working diligently with the Financial Director, Treasurer, and Finance Chair to gap a \$1.4 million shortfall between budget requests and projected revenue.
- VII. Old Business  
There were not items under Old Business.
- VIII. New Business
  - A. *BAR Form - Hearing Officer for Zoning Petitions*  
Alice Henkel explained that counties across the state of Illinois are transitioning from a Zoning Board of Appeals format to a Hearing Officer format for the Zoning petitioning process. The Hearing Officer would need to be a licensed attorney. The change is being considered primarily because of the potential for conflicts of interest. She explained that this was not a negative reflection on the members of the Zoning Board of Appeals in any manner. Changes will need to be made to the County code, so a reasonable timeframe for the transition would be January 1, 2025.  
  
**Motion** to pursue the process of transitioning to a Hearing Office. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.
- IX. Appointment(s)
  - A. *Resolution Appointing Dr. Christine Doyle to the Lee County Board of Health*  
  
**Motion** to put the resolution appointing Dr. Christine Doyle to the Lee County Board of Health on the August County Board agenda. **Moved** by Dean Freil. **Second** by Tom Kitson. **Motion** passed unanimously by voice vote.

B. *Resolution Appointing Chris Jones to the Lee County Planning Commission*  
**Motion** to put the resolution appointing Chris Jones to the Lee County Planning Commission on the August County Board agenda. **Moved** by Mike Koppien. **Second** by Jim Schielein. **Motion** passed unanimously by voice vote.

C. Resolution to Appoint Jeremy Englund to the Reagan Mass Transit District Board of Trustees  
**Motion** to put the resolution appointing Jeremy Englund to the Reagan Mass Transit District Board of Trustee on the August County Board agenda. **Moved** by Tom Kitson. **Second** by Mike Koppien. **Motion** passed unanimously by voice vote.

X. Raffle Report(s)

There were no raffle reports submitted in August.

XI. Review of Per Diem Report for County Board Approval - July Meetings for September Payout

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

XII. Executive Session

A. 5 ILCS 120/2 (c)(11) Litigation

**Motion** to enter into Executive Session at 11:34 a.m., for the purpose of discussing 5 ILCS 120/2 (c)(11) Litigation Matters. **Moved** by Dean Freil. **Second** by Jim Schielein.

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

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

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

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

Back in open session at 12:03 p.m.

XIII. August 22, 2024, 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 Sam Ramirez - Lee County Sheriff's Office

2. Thank you to all of the 4-H Planners and Volunteers

F. Approval of Board Minutes: July 18, 2024, County Board Meeting

- G. Joseph E. Meyer Resolutions -
- H. Zoning and Planning
  - 1. Petitions Going To the Zoning Board of Appeals: **1 Petition**
    - a. Petition No. 24-P-1630 by Alicia Hall, Brandon Miller, ReAnn Miller, Heather Settles and William Schaneberg
  - 2. Petitions Going To the Planning Commission: - **None**
  - 3. Petitions Coming From the Zoning Board of Appeals: **1 Petition**
    - a. Petition No. 24-P-1629 by Richard A. Humphrey, Jr. and Brenda D. Humphrey, regarding part of PIN 18-08-13-100-006, located in South Dixon Township
    - b. Resolution for Petition No. 24-P-1629
  - 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. Carrie Folken - BEST, Inc. Executive Director - Yearly Presentation
  - 2. PHLC Opioid Funding Request
  - 3. RMTD Fixed Routes Study Presentation
- L. Reports of Committee
- M. Unfinished Business
  - 1. Ordinance Amending the Lee County Liquor Ordinance - Title 3 Chapter 3 - Held over in July
- N. New Business
  - 1. Ameresco Lee County RNG LLC Pipeline Project - Lee County Road Use Agreement
  - 2. Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement (IPWMAN) - Hold over until September
  - 3. Illinois Public Works Mutual Aid Agreement
    - \*\*This topic was tabled in County Services and will not be on the County Board agenda for August.
  - 4. Hearing Officer for Zoning Petitions
    - \*\*This topic was not forwarded to the County Board agenda for August.
- O. Appointment(s)
  - 1. Resolution Appointing Dr. Christine Doyle to the Lee County Board of Health
  - 2. Resolution Appointing Chris Jones to the Lee County Planning Commission
  - 3. Resolution to Appoint Jeremy Englund to the Reagan Mass Transit District Board of Trustees
    - \*\*\*Resolutions were also added for Charles Beckman and Ben Forster to the Lee County Planning Commission.
- 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

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 12:10 p.m. **Moved** by Mike Koppien. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

The next Executive Committee Meeting is scheduled for  
11:00 a.m., on Thursday, September 12, 2024

Respectfully submitted by:  
Becky Brenner – Board Secretary