



# Public Safety and Court Services Committee

## Meeting Minutes

Lee County, Illinois

Tuesday, October 8, 2024, 10:30 A.M.

Old Lee County Courthouse, Third Floor, 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=vqrq0kCyGG0>

I. Call to Order

Meeting was called to order at 10:30 a.m., by Chair Mike Koppien.

II. Committee Member Roll Call: Chair Mike Koppien, Vice Chair Keane Hudson, Katie White, Angie Shippert, Michael Pearson

Mike Koppien, Keane Hudson, Katie White, and Angie Shippert all attended in person. Michael Pearson attended via Zoom.

Also present: Dean Freil and Tom Kitson (Board Members), Cathy-Ferguson Allen (Health Department Administrator), Samantha Bay (Environmental Health Specialist at the Lee County Health Department), Charley Boonstra (State's Attorney), Jeremy Englund (Administrator), Amy Johnson (Circuit Clerk), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), Staci Stewart (Director of Probation and Court Services), Clay Whalen (Sheriff), Teri Zinke (Animal Control Administrator), and Becky Brenner (Board Secretary) all attended in person.

III. Public Attendees

No members of the public were in attendance.

IV. Approval of the Minutes from the Previous Meeting - (September 9, 2024)

Minutes from the September 9, 2024, Public Safety and Court Services Committee Meeting were approved as presented without modification.

V. Animal Control

Teri Zinke submitted graphs for the committee to review. These graphs will be attached to the minutes and included in the October County Board agenda packet. She also reported the following information:

- During the month of October, Animal Control will be offering \$10 adoptions.
- Appointments will be accepted October 21st - October 25th for \$15 chips.
- They will be holding a vaccine clinic on November 7th, by appointment, from 2 - 6:00 p.m.
- New flooring in the offices and restroom will be replaced. Funds for this project are in her budget.

VI. Circuit Clerk

Amy Johnson reported that she had received official notice that the AOIC will be offering the Court Technology Grant for FY2025. Requests are due by December 9th. She explained that they have one final case management system demonstration scheduled for October 17th. A decision regarding the purchase of new software will be made by the team following that demonstration.

VII. Judges, Coroner, and Public Defender

No representatives were present from the Judges, Coroner, or Public Defender's Offices and no reports were submitted.

VIII. Emergency Management Agency

Kevin Lalley was not able to attend the meeting but submitted a detailed report from the EMA Office. The full report will be attached to the minutes and included in the October County Board agenda packet.

IX. Health Department

A. *Food Ordinance*

Cathy Ferguson-Allen introduced Samantha "Sam" Bay. Cathy explained that within the last year, the Health Department had assembled a newer environmental health team that took ownership of the food codes. This team, including Sam Bay, have requested that changes be made to the Lee County Food Code to reflect changes made in the state code. Sam walked the committee through the following requested changes:

- In addition to the multi-event temporary permits, the code would include temporary packs that businesses could purchase at a discount.
- Changes to match the wording and definitions of the 2022 FDA Food Code being adopted January 1, 2025.

**Motion** to move the proposed Food Code Ordinance changes to the Executive Committee for inclusion on the October County Board agenda. **Moved** by Katie White. **Second** by Mike Pearson. **Motion** passed four (4) in favor, one (1) opposed.

X. Probation

Staci Stewart reported she is working with IT to get new computers installed and that the office continues to see an uptick of pretrial cases and individuals required to wear GPS bracelets.

XI. Sheriff

Clay Whelan submitted a detailed report from the Sheriff's Office. The full report will be attached to the minutes and included in the October County Board agenda packet. During the meeting the committee discussed the uses and benefits of the FLOCK license plate readers.

XII. State's Attorney

Charley Boonstra reported the following information from the State's Attorney's Office:

- Roughly 240 new felony cases have been filed so far in 2024. Trials are scheduled through January 2025.
- Charley and First Assistant State's Attorney Brian Brim have been invited to Springfield to teach the IDOC new investors class at the end of October.

A. *Quarterly Update on the Collection of Unpaid Fines - State's Attorney*

Charley Boonstra explained that the County transferred its collection accounts to a different agency, so there were no figures to report.

XIII. Report of Abandoned/Nuisance Property Focus Group

Jeremy Englund reported the following information regarding the Abandoned/Nuisance Property Focus Group:

- October's meeting for the focus group was cancelled.
- An outside attorney was appointed to assist the County with taking ownership of the Lee Center School.
- The City of Dixon has identified several properties that would fit into the Strong Communities Grant Program. The City of Amboy is looking at two properties and is close to taking possession of one of them. Franklin Grove also has two properties that they have been working on.

XIV. Unfinished Business

There were no items under Unfinished Business.

XV. New Business

There were no items under New Business.

XVI. Executive Session

There was no request for an Executive Session.

XVII. Adjournment

**Motion** to adjourn at 10:55 a.m. **Moved** by Keane Hudson. **Second** by Katie White. **Motion** passed unanimously by voice vote.

The next Public Safety and Court Services Committee Meeting is scheduled for  
10:55 a.m., Tuesday, November 12, 2024

Respectfully submitted by:  
Becky Brenner - Board Secretary