



Executive Committee Meeting Minutes

Lee County, Illinois

Thursday, October 10, 2024, 11:00 AM

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=VMmHNdpj0QY>*

I. Call to Order

Meeting was called to order at 11:19 a.m., by Vice Chair Tom Kitson.

II. Committee Member Roll Call: Chair Bob Olson, Vice Chair Tom Kitson, Jack Skrogstad, Mike Koppien, Mike Zeman, Jim Schielein, Tom Wilson

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

Also present: Keane Hudson and Nancy Naylor (Board Members), Samantha Bay (Environmental Health Specialist, Lee County Health Department), Charley Boonstra (State's Attorney), Jeremy Englund (Administrator), Alice Henkel (Zoning Administrator), Nancy Petersen (County Clerk and Recorder), Paul Rudolphi (Treasurer), Clay Whalen (Sheriff), Amanda Zook (Environmental Health Specialist, Lee County Health Department), and Becky Brenner (Board Secretary) all attended in person.

Topics discussed during attendance:

- Paul Rudolphi reported the following information from the Treasurer's Office:
 - \$84 million in property taxes have been collected so far this year.
 - The County is roughly \$2 million short of the total collection projected.
 - Roughly 1,800 certified tax collection notices were sent out.
 - The annual tax sale will be on October 30th.

III. Public Attendees

Peyton Felix (Reporter from Shaw Media) attended in person.

IV. Approval of the Minutes from the Previous Meeting - (September 12, 2024)

Minutes from the September 12, 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 meetings. Dean Freil gave the report for Facilities and Maintenance because Tom Wilson was not able to attend the 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 the following information:

- Jeremy wanted to thank all the Department Heads for diligently working with himself, Paul Rudolphi, Reid Mitchell, and the Finance Committee, to arrive at the proposed balanced budget that has been added to the October County Board agenda.
- He encouraged the committee to check out the Old Courthouse lawn. Several trees were taken down and others were trimmed. The company donated several magnolia trees to replace the trees they took down.
- He reported that in the economic development realm, there were over 28 active potential projects within Lee County. He acknowledged that not all the projects were likely to come to fruition, but those that did would bring in revenues and increase County service.

VIII. Unfinished Business

There were no items on the agenda under Unfinished Business.

IX. New Business

A. *4th Street Recycling Center*

Jeremy Englund reported that the complaints regarding the 4th Street recycling center misuse continues to stream in. He has spoken with the City of Dixon to see if they would assist in keeping an eye on the location throughout the week. If the problem persists, the service could be discontinued.

X. Appointment(s)

There were no appointments submitted for approval.

XI. Raffle Report(s) - Nine (9)

Motion to put the 2024.06.03 Walton Fest, Sauk Valley Pride, 2024.07.01 Walton Fest, Shriners Jeep Run, 2024.08.05 Walton Fest, 2024.09.02 Walton Fest, Paw Paw Lions Club, Last Alarm Queen of Hearts, and the Rock River Trail & Horseman Association Raffle Reports on file with the County. **Moved** by Mike Koppien. **Second** by Dean Freil. **Motion** passed unanimously by voice vote.

XII. Review of Per Diem Report for County Board Approval - September Meetings for November Payout

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

XIII. Executive Session

A. 5 ILCS 120/2 (c)(1)

The committee did not motion to enter into Executive Session.

XIV. October 17, 2024, County Board Agenda Items

- A. Call to Order
- B. Pledge of Allegiance
- C. Invocation
- D. Roll Call
- E. Board Chair Announcements
 - 1. *Life Saving Award to Lee County Deputy Kyle Kellen and Amboy PD Officer Tom Lehman*
- F. Approval of Board Minutes: September 19, 2024, County Board Meeting
- G. Joseph E. Meyer Resolution(s) - Nine (9) Resolutions
 - 1. *Pin# 02-15-15-357-015, Pin# 15-07-15-206-008, Pin# 15-07-15-256-026, Pin# 13-21-12-206-016, Pin# 19-22-07-302-028, Pin# 13-21-01-304-032, Pin# 13-21-02-327-018, Pin# 13-21-11-127-010, Pin# 13-21-11-176-022*
- H. Zoning and Planning
 - 1. *Petitions Going To the Zoning Board of Appeals: **3 Petition***
 - a. Petition No. 24-P-1631 by Sanjay Desai, who is in process of purchasing a portion of certain real property currently identified as PIN 11-16-31-100-015.
 - b. Petition No. 24-P-1632 by Jeffrey A. Lewis as owner of certain real property identified as PIN 07-02-17-252-015.
 - c. Petition No. 24-P-1633 by Anthony and Lisa Winstead as owners of certain real property identified as PIN 12-14-17-300-001.
 - 2. *Petitions Going To the Planning Commission: **None***
 - 3. *Petitions Coming From the Zoning Board of Appeals: **1 Petition***
 - a. Petition No. 24-P-1628 by Jacob Lytle and Emma Lytle, as owners of certain real property known as PIN 14-09-05-300-012.
 - 4. *Petitions Coming From the Planning Commission: **None***
- I. Administrator Monthly Update and Board Member Comments
- J. Public Comments:
- K. County Organization Presentations/Updates
- L. Reports of Committee
- M. Unfinished Business
- N. New Business
 - 1. *Lee County Health Department Food Ordinance (hold over until November)*
 - 2. *2024 (FY25) Levy Ordinance (hold over until November)*
 - 3. *FY2024 Budget Ordinance (hold over until November)*
 - 4. *ARPA Expenses Reallocation Request*
 - **Added during the meeting - Resolution to Amend Scrivener's Error and Set Coroner's Salary.**
- O. Appointment(s) - **None**
- 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 Mike Zeman. **Motion** passed unanimously by voice vote.
- XVI. Adjournment - Executive Committee Meeting
Motion to adjourn at 11:38 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, November 14, 2024

Respectfully submitted by:
Becky Brenner – Board Secretary