



Agenda of the Lee County Board

January 21, 2020 9:00 A.M.

3rd Floor Boardroom

Old Lee County Courthouse

112 E. Second St.

Dixon, IL 61021

Call to Order:

Pledge of Allegiance:

Roll Call:

Announcements: Please mute or turn off cell phones.
Potential rescheduling of County Board meetings.

Approval of Board Minutes of: December 17, 2019 Regular County Board meeting.

To Zoning Board: Petition No. 20-P-1550 Petitioner Brian and Kelly Florschuetz, PPN #02-15-27-200-008, Mormon Road, Amboy, IL. The property is presently zoned as Ag-1. The petitioner desires that the property retain Ag-1 zoning, however, the petitioner desires a Restricted Principal Use for the purpose of a Single-Family Dwelling.

To Planning Commission: No Petitions

From Zoning Board: No Petitions

From Planning Commission: No Petitions

Board Member Comments:

Public/Visitor Comments:

- a. Items on the agenda – visitors allowed 10 minutes
- b. Items not on the agenda – visitors allowed 5 minutes

Reports of Committees:

Finance: Bob Olson, Chair

Transportation / Solid Waste: Jim Schielein, Chair

Properties / Planning / Zoning: David Bowers, Chair

LOTS (Lee Ogle Transportation System): Jim Schielein, Liaison

Administrative Services: Judy Truckenbrod, Chair

Public Safety: Mike Koppien, Chair

Blackhawk Hills Regional Council: Tim Deem, Liaison

911 Board: Tim Deem, Liaison

Tourism: Bill Palen, Liaison

Health Department: Bob Olson, Liaison

Tri-County Opportunities Council: Marvin Williams, Liaison

United Counties Council of Illinois (UCCI): Greg Witzleb

Executive / Claims: John Nicholson, Chair

County Officers Reports, Request for Deposit of Funds, Orders Paid in Vacation

Old Business:

Discussion on reduction in members of the County Board.

New Business:

Resolution: Authorizing Fixed Asset Capitalization Limit.

LOTS – PCOM Part-time Replacement Hire.

Ordinance: Prohibiting Cannabis Business Establishments in the County of Lee, Illinois. (hold over until February)

Ordinance: Establishing a County Cannabis Retailers' Occupation Tax in the County of Lee, Illinois.
(hold over until February)

Resolution: Revisions to the Zoning and Building Permit Fees.

Treasurer's Quarterly Report.

Resolution: IMRF Military Credit up to 4 (four) years.

Appointments:

Executive Session

Mileage & Per Diem

All Bills & Appropriations allowed by roll call:

Motion to Adjourn:

**MINUTES OF THE
LEE COUNTY ZONING BOARD OF APPEALS**

Regular Meeting

Thursday, January 2, 2020, at 7:00 p.m.

**County Board Room
Old Lee County Courthouse, Dixon, Illinois**

Board Members

Bruce Forster, Chair
Craig Buhrow, Vice Chair
Mike Pratt, Member
Gene Bothe, Member
Glen Hughes, Member
Rex Meyer, Alternate Member

Staff

Dee Duffy, Zoning Officer
Alice Henkel, Clerk

At 7:00 p.m., Chair Bruce Forster called the meeting to order and asked the Clerk to call the roll:

Members present: Forster, Buhrow, Pratt, Bothe, Meyer
Members absent: Hughes

The first order of business was approval of the minutes for the December 5, 2019, meeting. Gene Bothe made a motion to approve the minutes. A second was discerned, and there was no debate. A vote was taken, and the ayes prevailed. The motion passed.

The next order of business was a motion to adjourn pursuant to County Board's approval of petition(s). There were no petitions to adjourn.

Under old business was the continued discussion regarding the update on tracking changes to parcels with new software, which led into the continued discussion regarding pursuing owners with changes to their parcel, particularly those who have not obtained a building permit and/or are noncompliant with the County's setbacks, flood plains, zoning, etc. Penalties without required permits/zoning were also discussed.

The Board decided that the Zoning Office would proceed to address noncompliant parcel changes by sending a letter by regular mail to the property owner informing them of the issue and giving them an amnesty period to rectify the issue(s). If the property owner does not comply within the amnesty period, a certified letter will be sent to them, informing them that they are in default and a fine is owed. The County will also inform the public of this process via newspaper, radio station, farm bureau, etc. The Zoning Office will focus on six to seven townships at a time, identifying problematic parcels and contacting the property owners that are in violation. Additionally if a new construction occurs without a building permit and a new owner purchases the property without knowing, the new owner will not be held accountable.

The Board discussed the length of the amnesty period. Once an agreement was reached, Mike Pratt made a motion that there be a 60-day amnesty period, starting March 2020 for the first group of townships to be reviewed and notified. A second was discerned and discussion was held. A vote was taken and all were in favor, resulting in a 5-0 vote.

The next order of new business was a discussion regarding attendance at meetings via phone conference. Following discussion, the Board agreed that the bi-laws should be changed to allow this to happen. Members that appear by phone conference would not be paid for mileage.

The next order of new business was a discussion regarding Illinois' newly adopted cannabis act. If the County Board allows cannabis-related businesses (such as dispensaries, cultivation centers and processing centers) within the county, this Board will have to do an ordinance change. Zoning Administrator Dee Duffy was instructed to look into what other counties are doing and to report her finding back to this Board.

The next order of new business was a discussion regarding administrative hearings. The cities of Sterling and Rock Falls currently hold administrative hearings once a month to handle quasi-criminal and civil matters, such as ordinance violations, on behalf of the municipalities. The city of Dixon is looking to do the same and has asked the County if it would like to be a part of that program. This would provide the County with a system for handling ordinance violations without having to go through the court system. The Board stated that it supports this collaboration with the City. Ms. Duffy told the Board she would talk with other department heads to see what kind of support there is for this system before collectively approaching the County Board.

The last order of new business was discussion regarding the new Lee County website. The County is in the process of getting a new website. A consulting firm was hired to build the new site. They hope to have it up and running by the end of January 2020.

There was no other business.

At 8:36 p.m., Rex Meyer made a motion to adjourn until the next regular meeting of the Zoning Board. A second was discerned, and there was no debate. A vote on the motion was taken, and the ayes prevailed. The motion was adopted, and the meeting was adjourned.

**MINUTES OF THE
LEE COUNTY REGIONAL PLANNING COMMISSION**

Regular Meeting

Monday, January 6, 2020, at 6:30 p.m.

**Third Floor Meeting Room
Old Lee County Courthouse, Dixon, Illinois**

Board Members

William O'Keefe, Chair
James Book, Member
John Hilleson, Member
Chris Henkel, Member
Ellen Smith, Member
Vern Gottel, Alternate Member
Ben Forster, Alternate Member

Staff

Dee Duffy, Zoning Officer
Alice Henkel, Clerk

At 6:30 p.m., Chair William O'Keefe called the meeting to order and asked the Clerk to call the roll:

Members present: O'Keefe, Book, Henkel, Smith, Forster, Hilleson
Members absent: None

Member Chris Member has taken the seat of Wendy Ryerson who is longer serving on this board.

The first order of business was the approval of the minutes from the March 4, 2019 meeting. Ellen Smith made a motion that the minutes be approved. A second was discerned, and there was no debate. A vote was taken, and the ayes prevailed. The motion passed.

The next order of business was comments from the visitors' section. There were no visitors.

There was no old business.

The first order of new business was a LESA Appeal by Petitioner Jim Jarvis. This parcel in question is PPN 04-10-15-300-005, a 40-acre parcel of unimproved farmland, located on the east side of Midway Road, approximately a quarter-mile north of Herman Road, in Bradford Township. The parcel scored 258 on the LESA.

Mr. Jarvis was present. He explained that he would like to build a residence for his grandson using approximately 2 acres of the parcel. Mr. Jarvis currently farms that parcel (and others), along with his son and grandson. His grandson is currently living in Rochelle and he would like him to be closer to the rest of family who all live in the vicinity of the parcel in question. Once Mr. Jarvis

passes, his grandson will inherit the property; however, he will be the owner of the property so long as he is living.

The parcel used to contain a farmstead, which Mr. Jarvis wanted to fix up but was unable to do so due to vandalism. He eventually tore all the buildings down. While the buildings and foundations have been removed and Mr. Jarvis is farming the former farmstead, a standard well still exists on the property. The new home will be built in the area where the well exists.

The Board agreed that in cases like these, it does not like to waive the LESA on the entire parcel. The Board would like Mr. Jarvis to have a survey done of the area where the home will sit, approximately 2 acres in size. It will then waive the LESA only on the part of the parcel where the home will be.

The next item of new business was a discussion regarding the Lee County Comprehensive Plan and Greenways and Trails Plan. Chairman O'Keefe feels the Greenways and Trails Plan be reviewed and the Lee County Comprehensive Plan be updated so that it more adequately reflects the greenways and trails that exist in Lee County. This will be an open and continued discussion by this Board.

There was no other new business.

In other business, Zoning Administrator Dee Duffy informed the Board that depending on how the County Board votes, that this Board may need to have discussions regarding medical/recreational marijuana and how that fits into the County's Comprehensive Plan.

At 7:15 p.m., James Book made a motion to adjourn, and a second was discerned. A vote was taken, and the motion passed by unanimous consent.

Respectfully submitted,

/s/ Alice Henkel

Alice Henkel, Clerk



UNAPPROVED

Finance Committee Meeting – Thursday, January 16, 2020

Third Floor Board Conference Room, Old Lee County Courthouse—9:00 am
112 E Second St, Dixon, Illinois 61021

Meeting called to order at 9:00 a.m. by Vice Chair Marilyn Shippert.

Members present: Vice Chair Marilyn Shippert, Tom Kitson, Lirim Mimini, Dave Bowers, and Jim Schielein.

Members absent: Chair Bob Olson and Jerry Leffelman

Approval of Minutes

The December 2019 minutes of the Finance Committee were approved without modification.

Board Members, Department Heads, or County Employees present: Cathy Myers (County Clerk), Staci Stewart (Probation), John Nicholson (Board Chairperson), Judy Truckenbrod and Mike Koppien (Board Members), Dee Duffy (Zoning Administrator), Paula Meyer (Treasurer), Wendy Ryerson (Assessor), Denise McCaffrey (Circuit Clerk), John Simonton (Sheriff), Charley Boonstra (State's Attorney), and Becky Brenner (Board Secretary).

Board Member or Department Head Reports:

Judy Truckenbrod, Wendy Ryerson, John Simonton, and Paula Meyer gave brief updates from their committees earlier in the week.

Paula Meyer walked the committee through the Treasurer's Quarterly report.

Motion from Tom Kitson: To approve the Treasurer's Quarterly Report.

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

Old Business

John Simonton presented the LEC claims to the Committee.

Motion from Jim Schielein: To approve the LEC claims.

Second by Dave Bowers: Motion carried unanimously by voice vote

New Business

Paula Meyer walked the committee through the proposed authorizing fixed asset capitalization limit resolution. The County has been capitalizing purchases over \$5000 that are an asset that has a multiple year life. Because the County does not make decisions based on business formatted financial statements, Paula is suggesting that the capitalization limit be moved up from \$5000 so the county only capitalizes purchases over \$20,000, unless the purchase is a vehicle.

Motion from Jim Schielein: To Approve Resolution Authorizing Fixed Asset Capitalization Limit.

Second by Tom Kitson: Motion carried unanimously by voice vote.

Dee Duffy and Dave Bowers presented the revisions to the building permit fees. The changes were made primarily under the commercial power generation fees.

Motion from Dave Bowers: To Approve Revisions to Building Permit Fees.

Second by Tom Kitson: Motion carried unanimously by voice vote.

John Nicholson reported that LOTS is looking to fill the PCOM part-time position and they do have a person interested in filling the position that would only charge the County \$500 a month. The cost would be reimbursed to the County through IDOT and any applicant considered for the position would have to go through the screening process and be approved by IDOT.

Dave Bowers reported to the committee that one of the HVAC remote control monitoring systems for the roof top units at the New Courts Building were broken. The maintenance department can no longer monitor or see how the rooftop units are performing via the computer system. The rooftop HVAC system is a newer system than the remote controls system. The cost to replace the remote controls system for one unit is \$11,175.00.

Motion from Dave Bowers: To authorize the \$11,175.00 proposal to replace the HVAC remote control system with payment coming from the capital improvement and repair fund.

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

Marilyn Shippert opened up the discussion in regards to the cannabis ordinances on the agenda. Charley Boonstra was present to answer questions.

Motion from Tom Kitson: To approve Ordinance Establishing a County Cannabis Retailers' Occupation Tax in the County of Lee, Illinois.

Second by Jim Schielein: Motion carried, 3 Yes and 2 No

The committee discussed the Wayfair Tax, the need for a full Industrial Appraisal, and the IMRF military credit items. More information on these three topics will be available next month.

The committee discussed a bill that was received from AAIMEA. It was agreed that the County should have only one company giving advice on Human Resource issues.

Motion to adjourn by Lirim Mimini:

Second by Dave Bowers: Motion carried unanimously by voice vote.

Meeting adjourned at 10:22 a.m.

Respectfully Submitted by,

Becky Brenner – Lee County Board Secretary

The next scheduled Finance Committee meeting will be 9:00 a.m. on Thursday, February 13, 2020.

LEE COUNTY
TRANSPORTATION AND SOLID WASTE COMMITTEE MEETING MINUTES
MONDAY JANUARY 13 2020 – 7:00AM
Lee County Highway Department
1629 Lee Center Road, Amboy, Illinois 61310

The Lee County Transportation and Solid Waste Committee met at 7:00 A.M. on the above date to conduct their regular monthly audit together with other County Highway business. The following members were present: Jim Schielein, Doug Farster, Kasey Considine, Clay Partington and Marilyn Shippert. Also present: County Engineer David Anderson.

Motion by Considine: To approve the minutes from the December meeting. **Second by Farster:** *Motion carried.*

The committee audited claims from the previous month. The claims were as follows: County Highway \$35,847.997 and payroll of \$64,072.00; County Special Bridge \$10,249.00; County Matching \$9,633.64; County Motor Fuel \$114,409.38 and Township Motor Fuel \$1,594.02. The committee also reviewed the request for deposit of funds in the amount of \$29,018.89 into the County Highway Fund; \$1,095 into the County Special Bridge Fund; and \$782.42 into the County Motor Fuel Fund. **Motion by Farster:** To approve the claims. **Second by Shippert:** *Motion carried.*

County Highway Report:

The 2020 project bid letting schedule was presented and discussed. The combined total costs of the projects listed on the schedule are approximately \$8 million. A little over \$5 million of that total will be for road repairs negotiated in the Road Use Agreement with the Green River Wind Farm.

Mr. Anderson informed the committee that he will be the Illinois Association of County Engineer's (IACE) representative on the Transportation for Illinois Coalition (TFIC). TFIC is comprised of several different industry groups that all have a stake in the condition of Illinois' transportation system.

Solid Waste Report:

Mr. Anderson discussed a recent article regarding the state of the recycling industry since China stopped taking the world's recyclables.

The next Transportation and Solid Waste Committee meeting will be on Monday, February 10, 2020 at 8:00 a.m. at the Highway Department office in Amboy.

With no other business to discuss, the meeting adjourned at 7:50 A.M.

Respectfully Submitted,
David Anderson



UNAPPROVED

Properties/Planning/Zoning Committee Meeting – January 14, 2020

Third Floor Board Conference Room, Old Lee County Courthouse – 9:00 a.m.
112 E Second Street, Dixon, Illinois 61021

Meeting called to order at 9:00 a.m., by Chair Dave Bowers

Members present: Chair Dave Bowers, Vice Chair Bill Palen, David Bally, and Marvin Williams.

Members absent: Christopher Norberg

Board Members Department Heads, or Employees present: Kari Wolfe (LOTS)(9:00-10:11), Dee Duffy (Zoning), Cathy Myers (County Clerk), Teri Zinke (Animal Control)(9:06-10:25), Charley Boonstra (State's Attorney)(9:08-10:25), John Nicholson (County Board Chairperson)(9:10-10:25), Marilyn Shippert (County Board Vice Chairperson)(10:05-10:25), and Becky Brenner (Board Secretary).

Approval of Minutes

The December 2019 minutes of the Properties/Planning/Zoning Committee were approved as written without modification.

Review of Claims & Reports

Motion from Marvin Williams: To approve all claims for Animal Control, Rabies, Maintenance, Zoning, and LOTS.

Second by Bill Palen. Motion carried unanimously by voice vote.

Department Head Reports

Greg Saunders reported that the roof over the elevator shaft at the old jail had been replaced. He also noted that the water softener system and other monthly expenses at the old jail were being discontinued now that the new LEC building was fully functional. The 2 (two) new drinking fountains that were purchased through the Wellness Committee have been delivered and will be installed at the Old Courthouse in the next couple of days. Greg also reported that the newly purchased tractor and salt spreader had been used and that everything was working as expected. There will be several outlets installed in the maintenance area at the New LEC building.

Kari Wolfe walked the committee through the LOTS monthly report. The single audit was completed by WIPFLI and has been sent to IDOT. The siding is being installed on the maintenance and wash bay and the garage doors should be installed by the end of the week. LOTS full monthly report will be included in the January County Board Agenda Packet.

Other than agenda items posted, there were no additional department head reports from Zoning or Animal Control.

Old Business

Greg Saunders reported that he is still receiving bids for the Public Defender's conference room. He has bids for the plumbing and the electrical but is waiting for bids on the drywall, flooring, and framing.

Kari Wolfe from LOTS requested that the Safety and Security Plan under old business on the agenda be tabled until February's meeting.

Dee Duffy walked the committee through a few more changes that were made to the building permit fees schedule. The complete fee schedule will be included in the January County Board Agenda Packet.

Motion from Bill Palen: To approve the proposed revisions to the Building Permit Fees

Second by Dave Bally. Motion carried unanimously by voice vote.

New Business

Dee Duffy explained to the committee the circumstances surrounding the petition coming to the Zoning Board of Appeals.

Dave Bowers and John Nicholson reported that there was a charitable organization interested in some of the old kitchen equipment that was left in the Old Jail. Questions were raised in regards to the County policy in a situation like this. Charley Boonstra will be looking into the matter to make sure the contents of the Old Jail are dispersed fairly and according to the purchasing ordinance.

LOTS is looking to fill the PCOM part-time position. Kari Wolfe clarified that any applicant would have to go through the screening process and be approved by IDOT but they do have a person interested in filling the position that would only charge the County \$500 a month.

Motion from Marvin Williams: To send a recommendation to the Finance Committee that a part-time PCOM person be hired at LOTS for up to \$500 a month.

Second by Bill Palen. Motion carried unanimously by voice vote.

Greg Saunders explained to the committee that one of the HVAC remote control monitoring systems for the roof top units at the New Courts Building were broken. The maintenance department can no longer monitor or see how the rooftop units are performing via the computer system. The rooftop HVAC system is a newer system than the remote controls system. The cost to replace the remote controls system for one unit is \$11,175.00.

Motion from Dave Bally: To approve \$11,175.00 to repair the HVAC remote control system and forward the matter to the Finance Committee.

Second by Bill Palen. Motion carried unanimously by voice vote.

Charley Boonstra presented the cannabis ordinances to the committee and explained the specifics aspects of each proposal. The committee briefly discussed the different viewpoints but no decisions were made.

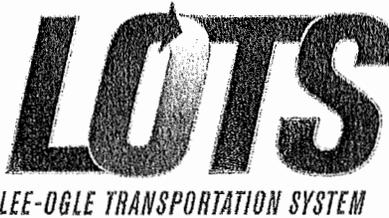
Motion to adjourn by: Bill Palen

Second by: Marvin Williams

Meeting adjourned at 10:25 a.m.

Respectfully submitted by,
Becky Brenner – County Board Secretary

The next scheduled meeting for Properties/Planning/Zoning Committee will be 8:00 a.m., on Tuesday, February 11, 2020



Report to Properties Committee of Lee County Board
January 14, 2019 | 9:00 AM

1.) Developments

- a. IDOT awarded funding to complete a Feasibility Study – Rochelle/Dixon
 - i. Waiting on IDOT for paperwork and to go out for bids; consultant
 - ii. Two years of funding – total of \$79,000.
- b. National Center on Mobility Management Grant
 - i. Partner Organizations have narrowed possible project focus down to three (3) solutions of interest.
 - 1. Consumer Comfort App.
 - a. A transportation app is created that allows riders to schedule, cancel and modify their rides via cell phone.
 - 2. Day in the Life.
 - a. This campaign would ask community members to park their car and take public transit for a day.
 - 3. The Trust Campaign.
 - a. Campaign would focus on rider interaction with system, while growing their trust level in public transportation.
 - ii. Project period for grant has been extended until March.
 - iii. Presentation/Meeting in Washington D.C. in April.
- c. New commercial filmed last week by Comcast
 - i. Focus of commercial is on engaging “isolated” older adults.
- d. Bus advertising program continues to draw interest.

2.) Update on Capital Projects

- a. Maintenance Garage/Wash Bay construction project
 - i. Project continues ahead of schedule.
 - 1. Project completion – end of February
 - ii. Electricity being installed.
 - iii. Garage doors – by Raynor – to be installed this week.
 - iv. Siding on building will be installed next week.
- b. Architectural & Engineering for Canopy Project
 - i. Meeting with Willett Hofmann on Friday, January 17.
 - ii. Design phase nearing completion with Tom Houck.
 - iii. Bidding for general contractor will likely take place mid-January
 - iv. Construction is expected to take place in May, 2020
- c. Greyhound procuring seven (7) new buses for GH Connect routes along I-39/I-88
 - i. 45-foot buses (4) should be out of production by February 2020
 - ii. 35-foot buses (3) have been delivered and being used by Greyhound

3.) New Capital Funding of Projects Nearing

- a. According to IDOT, \$200 million has been allocated for public transportation programs in downstate Illinois. Process will open soon, says IDOT.

4.) Claims vs. Revenue

- a. REVENUE / 5311: \$ 36,182.87 (for this month)
- b. REVENUE / NCMM: \$ 15,720.78
- TOTAL: \$ 51,903.65

- c. EXPENSES / 5311: \$ 46,510.07 (for this month)
- d. EXPENSES / CAPITAL: \$ 4,100.54 (A&E Expenses)
- e. EXPENSES / 5311F: \$ 9,500.00 (Marketing of I-39/Greyhound route)
- f. EXPENSES / 5311F: \$ 3,750.00 (Marketing of I-88/Greyhound route)

5.) Requisitions

1st Quarter requisition for FY 2020 has been submitted to IDOT/Springfield.

| Funding Source | Quarter | Amount | Received Y/N |
|-----------------|-------------------------|---------------------|-----------------------------------|
| 5311* | 1 st Quarter | \$245,411.00 | Check pending from IDOT |
| DOAP | 1 st Quarter | \$233,734.86 | Check received/distributed |
| 5311F (I-88) | 1 st Quarter | \$277,762.99 | Check pending from IDOT |
| 5311F (I-39) | 1 st Quarter | \$246,676.39 | Check received from IDOT |
| Capital funding | N/A | \$ 45,137.00 | Check received from IDOT |
| Capital funding | N/A | \$ 69,536.93 | Check received from IDOT |





UNAPPROVED

ADMINISTRATIVE SERVICES COMMITTEE – Monday, January 13, 2020

Third Floor Board Conference Room, 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 Judy Truckenbrod.

Members present: Chair Judy Truckenbrod, Vice Chair Bob Gibler, Bill Palen, Jim Wentling, and Jim Horstman.

Members absent: None

Board Members, Department Heads, or Employees present: Charley Boonstra (State's Attorney), Cathy Myers (County Clerk), Wendy Ryerson (Assessor), Paula Meyer (Treasurer)(9:00-11:06), Mike McBride (IT/GIS), Bob Sondgeroth (ROE)(9:00-10:39), John Nicholson (County Board Chairperson), Marilyn Shippert (Vice County Board Chairperson)(9:00-11:12), and Becky Brenner (Board Secretary).

Minutes of the December 2019 Administrative Services Committee meeting were approved without modification.

Review of Claims and Reports:

Motion by Bob Gibler: To approve the claims from Clerk and Recorder, Treasurer, ROE, County Board, Supervisor of Assessments, GIS/IT, and Veterans.

Second by Bill Palen: Motion carried unanimously by voice vote.

Department Head Reports

Mike McBride reported that he has ordered more memory for one of the GIS servers so it will be compatible with new software enhancements. He is working to get computers and equipment installed that has been back logged. He also ordered new servers for the 911 center because of compatibility issues. Training for the new website is scheduled for January 22nd, 23rd, and 24th with an anticipated go live date of February 1, 2020.

Cathy Myers reported that she was purchasing 4 (four) used touch screen voting machines from the Whiteside County Clerk's Office for \$200 each. These machines will serve as backups in the election office in case one of the existing machines breaks down. She also reported that the new County Yearbooks have been printed and will be distributed to board members at the January 21st County Board meeting. Cathy mentioned that the auditors would be in house for the next two weeks and that her office is gearing up for elections and early voting that begins on February 6th.

Paula Meyer reported that the Treasurer's Office is working on getting out 1099's. The office will also be working on the GATA Report (Grant Accountability and Transparency Act). She is sending one of her employees out to Sauk Valley College to take some accounting courses. Paula also reported that after year end clean-up the operating fund was roughly \$85,000 in the red. She also engaged the committee in a discussion in regards to an employee picking up their military service in IMRF. The current law states that someone that was in the Armed Services before they came into IMRF can buy up to 4 (four) years of their Armed Services time and apply it to their IMRF retirement. The County would need to approve a resolution to take advantage of this program. The committee was supportive of the resolution.

Wendy Ryerson reported that her office is in the middle of the Board of Review season. The board has made tentative decision on all 85 parcels under appeal. The hearings for the commercial industrial appeals are scheduled for Friday, January 24, 2020 and the hearings for all others are scheduled for Thursday, January 30, 2020 and Friday, January 31, 2020. The office has had some interested taxing districts that have the legal right to step in as interveners and participate in the hearings to give their side of the issue. Under PTEL even if these properties are significantly reduced, the County income will not be negatively impacted, because the shift in burden is ultimately picked up by the taxpayers. Wendy also reported that the exemption applications will be going out shortly and the office will be having their annual instructional meeting for the township assessors. She also reported that the office continues to work through the 8,000 parcels that were found on the change finder software to determine which properties have not been assessed.

Bob Sondgeroth presented the ROE report to the committee which highlighted School Inspections, the Truant Alternative Program, Raising Student Achievement Conference, School Resource Officers, Center for Change, and the Rock River Challenge Program/Chana. The full report will be included in the January County Board Agenda Packet.

No report from the Veterans' Office.

Old Business

The committee started discussing the current board rules looking at the duties assigned to the different committees. Some suggestions were made as to how things might be restructured, but no recommendations were made at this time.

New Business

The committee engaged in a lengthy discussion in regards to the two cannabis ordinances on the agenda. The resolutions were discussed from both the moral and financial perspectives and the impact on legal and law enforcement agencies. There were mixed feelings as to whether or not Lee County should prohibit cannabis business establishments.

Motion by Jim Wentling: To move the Ordinance Establishing a County Cannabis Retailers' Occupation Tax in the County of Lee, Illinois to the Executive Committee.

Second by Bill Palen: Motion carried unanimously by voice vote.

Motion by Bob Gibler: That the Administrative Committee take no position on the proposed Ordinance Prohibiting Cannabis Business Establishments in the County of Lee, Illinois.

Second by Jim Wentling: Motioned Failed

Because the motion failed, the State's Attorney said he would draft an alternative ordinance that prohibits cannabis retail sales in unincorporated Lee County

***Motion by Bill Palen:** To enter into Executive Session to discuss 5 ILCS 120/2.06 to examine past Executive Session minutes.*

***Second by Jim Wentling:** Motion carried unanimously by voice vote.*

Entered into Executive Session at 11:12 a.m.

Roll call vote going into Executive Session: Chair Judy Truckenbrod, Vice Chair Bob Gibler, Bill Palen, Jim Wentling, and Jim Horstman.

Also present: Charley Boonstra (State's Attorney) and Becky Brenner (Board Secretary).

Roll call vote coming back into open session: Chair Judy Truckenbrod, Vice Chair Bob Gibler, Bill Palen, Jim Wentling, and Jim Horstman.

Also present: Charley Boonstra (States' Attorney) and Becky Brenner (Board Secretary).

Back into open session at 11:33 a.m.

Motion by Bill Palen: To release 2 (two) full and one partial Executive Session minutes. Full minutes from August 29, 2019 Finance Committee meeting, November 27, 2019, Special Executive Committee meeting and partial minutes from May 12, 2016, Executive Committee meeting.

Second by Bob Gibler: Motion carried unanimously by voice vote.

Motion to Adjourn by Bill Palen:

Second by Jim Wentling:

With no further business, meeting was adjourned at 11:35 a.m.

Respectfully submitted by:
Becky Brenner, County Board Secretary

The next scheduled meeting for Administrative Service Committee will be Monday, February 10, 2020, at 9:00 a.m.



UNAPPROVED

Review and Release by the Administrative Services Committee on January 13, 2020

Finance Committee Meeting – August 29, 2019 (Executive Session)

Third Floor Board Conference Room, Old Lee County Courthouse
112 E Second St, Dixon, Illinois 61021

Entered into Executive Session at 10:29 a.m., According to Open Meeting Act: 5 ILCS 120/2 Sec 2 (c)(1) to discuss personnel.

Members present

Chair Bob Olson, Vice Chair Marilyn Shippert, Lirim Mimini, Dave Bowers, and Jim Schielein.

Also Present

Paula Meyer (Treasurer), Theresa Wittenauer (Administrator), John Nicholson (County Board Chairperson), Greg Witzleb, (Board Members), Becky Brenner (Board Secretary).

Dave Bowers led the committee in a brief discussion in regards to maintenance personal that would be needed to help at the new LEC building.

It was agreed that the discussion in regards to the requested raises for personnel in the States Attorney and Public Defender Offices would be addressed at a time when department heads, Matt Klahn and Robert Thompson, were present.

**Motion from Marilyn Shippert: To Come out of Executive Session
Second by Jim Schielien.**

Came out of Executive Session 10:33 a.m

Respectfully Submitted by,
Becky Brenner – County Board Secretary



UNAPPROVED

Reviewed and Released by the Administrative Services Committee on January 13, 2020.

Special Executive Committee Meeting (Executive Session) November 27, 2019

Third Floor Board Conference Room, Old Lee County Courthouse
112 E Second St, Dixon, Illinois 61021

Entered into Executive Session at 10:38 a.m., According to Open Meeting Act: 5 ILCS 120/2 (c)(1) to Discuss Personnel.

Members present: Chairperson John Nicholson, Vice Chair Marilyn Shippert, Judy Truckenbrod, Bob Olson, Dave Bowers, Mike Koppien, and Casey Considine (appointed in Jerry Leffelman's absent).

Also present: Tom Kitson, Jim Horstman, Bob Gibler (Board Members), and Charley Boonstra (State's Attorney).

The committee briefly discussed the options for human resources. Part-time off site individual for minor issues, human resources generalist, or a full time on staff human resources coordinator. If the department heads would be taking on any of the duties, they would need training.

Because the matter was not directly tied to a specific employee, on the advice of the State's Attorney,

Motion by Bob Olson: To come out of executive session.

Second by Mike Koppien:

Out of Executive Session at 1:16 p.m.

Respectfully Submitted by,
Becky Brenner – County Board Secretary



UNAPPROVED

Reviewed by the Administrative Services Committee on November 13, 2018 and decided to redact some of the minutes. Reviewed again on January 13, 2020, and released additional information.

Executive Committee Meeting (Executive Session) – May 12, 2016

Third Floor Board Conference Room, Old Lee County Courthouse
112 E Second St, Dixon, Illinois 61021

Opened executive session at 2:01p.m. by Marilyn Shippert

Members present

Chair Rick Ketchum, Judy Truckenbrod, John Nicholson, Jerry Leffelman, Marilyn Shippert, and Arlan McClain

Guests

Matt Klahn (St. Attorney-rep); Tim Deem, Rick Humphrey (Board members); Chris Henkel left at 2:24 (Zoning)

This executive session of the Executive Committee is for the purpose of discussion over litigation, property, and employee disciplinary action issues.

Assistant State's Attorney Klahn spoke on the Mendota Hills wind farm project. The company wants to take down the ones that are up now and replace with about half as many larger turbines. He spoke of an arbitration clause and wanted to know the feelings of the committee before he proceeded.

Assistant State's Attorney Klahn spoke on the Dixon Theatre and feels pretty confident that Lee County does not own the theatre. Forming a new theatre board and making it more community based is the way to go.



Motion from Shippert: To come out of executive session at 2:56.

Vote: Motion carried unanimously by voice vote.

Respectfully Submitted by,
Dee Duffy – Recording Secretary

Regional Office of Education January Committee Report

School Inspections

We are continuing with our school safety inspections to help ensure that all of our schools are safe for students and staff. All school buildings in Lee, Ogle and Whiteside Counties have been inspected with the exception of Amboy School District, Monroe Center school and St. Paul's Lutheran school in Rochelle. We waited until all the work in the Amboy Schools from the summer was completed before scheduling the inspections with Amboy FD. All of that work has been completed and we will get the inspections scheduled.

Truant Alternative Program

The ROE #47 Truant Alternative Program (TAP) services Lee, Ogle and Whiteside Counties. For the 2019-2020 school year, 379 students are being served or have been served in the following Counties:

Lee County - 101 students

Ogle County - 106 students

Whiteside County - 172 students

Our program accepts student referrals from a public school district with two or more truant days within the current school year. A "One Time Intervention" is then put into place with the caseworker making arrangements to meet with the parent(s)/guardian, student, and school staff to develop a service plan. The goal is to assist the family in a positive and supportive way that will help the student to get back on track with a regular and consistent attendance. If the attendance improves by the end of that school year, they are released from our program. However, if the student continues to accumulate unexcused absences, the schools can then make a "Full Referral". At that time, our program works with the student for a full calendar year. An evaluation is made at the end of that time to determine if a student will need further monitoring.

Services offered at the start of a referral include:

- Student Support and Advocacy
- Parent Consultations
- Early Identification of At-Risk Students
- Daily Attendance Monitoring of At-Risk Students
- Academic and Personal Counseling
- Ongoing Home Visits and Phone Contact

- School Visits
- Parent Consultations
- Social Casework and Referrals to Community Agencies
- Linkage with Individual Tutoring
- School Staffings

Case Workers maintain daily contact with every school in order to establish communication and support as well as making every attempt to contact the student/family regarding an absence. Linkage with community resources are utilized to the fullest to address issues and concerns as they are assessed. Working with the school administration, counselors, and secretaries are an absolute must in collaborating services between the school, TAP, and the community.

The Illinois School Code is followed with legal steps taken, as needed, if a student misses 5% of the last 180 school days. Legal steps may include fines and/or court referrals. Efforts to reduce court referrals are always put into place prior to filing a report with the court system.

213 students have been referred since August. As of December 2019, the average attendance rate of students pre-referral was 83%. From the referral date, the average attendance rate has increased to 92%. Overall unexcused absences have improved in an attendance average from 93% to 97%.

Raising Student Achievement Conference

The Illinois Association of Regional Superintendents of Schools hosted their annual conference From December 9th and 10th in Schaumburg. The conference was very well attended by teachers and administrators from across the state. Mr. Tennyson and Betty Clementz both attended the conference and helped volunteer to make sure the conference went well.

School Resource Officers

As a former School Resource Officer, Mr. Tennyson has organized quarterly trainings for the 15 SRO's that are assigned to school districts across our three counties. The Officers all met on Friday January 3rd in Dixon. Mr. Tennyson presented on important findings from the recently released Secret Service Report that covered all incidents of targeted school violence in the US from January 2008 through December 2017. The Officers also take time at every meeting to have open discussions about issues they are dealing with and get feedback from the group. Mr. Tennyson will continue working with our SRO's and supporting them with their important job of making our schools safer.

Center for Change

The first semester of the 2019-2020 school year has been a busy and exciting time for alternative education programs offered through ROE #47. The year started by making the decision to combine

Nachusa Campus School and Regional Center for Change School. The semester ended with adding a Flex classroom to Dixon high school with students enrolled for second semester. We have seen growth and greatness in all our alternative education programs. Below are a few highlights from the first semester.

- 94 total students in Safe School, Options, or Flex programs
- 66 students provided an alternative education at Center for Change “C4C”
- 28 students provided an alternative education through Flex in Stillman Valley, Rochelle, and Oregon High School
- 375 courses have been completed for middle school or high school credit
- 3 students from C4C enrolled at Whiteside Area Career Center (WACC). First time ever!!!
- 2 C4C students successfully graduated high school

Rock River Challenge Program/Chana

The 2019-2020 school year has been very positive thus far. We continue to provide alternative educational opportunities through a trauma informed approach. There is one classroom located at Chana Education Center.

20 total students attended the Rock River Challenge Safe Schools Program.

1 student began their transition semester at their home school.

1 student returned to their home school full time.

2 students successfully graduated high school.



UNAPPROVED

Public Safety, Health and Judicial Committee Meeting – January 15, 2020

Third Floor Board Conference Room, Old Lee County Courthouse – 9:00 a.m.

112 E Second St, Dixon, Illinois 61021

Meeting called to order at 9:05 a.m. by Chair Mike Koppien

Members present: Chair Mike Koppien, Jim Wentling, Katie White, John Nicholson (County Board Chairperson)(appointed by the Chair for quorum).

Members absent: Tim Deem, Charlie Thomas, and Greg Witzleb.

Board Members, Department Heads, or County Employees Present: Staci Stewart (Probation)(9:00-10:27), Denise McCaffrey (Circuit Clerk), Kevin Lalley (EMA); John Simonton (Sheriff)(9:00-10:19), Charley Boonstra (State's Attorney)(9:16-10:40), Marty Meyer (Coroner's Office), and Becky Brenner (Board Secretary).

The December 2019 minutes of the Public Safety, Health and Judicial Committee were approved without modification.

Review of Claims & Reports

Motion from Katie White: To approve all Circuit, Sheriff, Coroner, State's Attorney, Probation, EMA, Public Defender, Judge Ackert, Judge Beckman, Judge Fish, and Judge Lee's claims.

Second by Jim Wentling: Motion carried unanimously by voice vote.

Department Head Reports

Kevin Lalley wanted to thank the Highway Department for taking out old diesel fuel and putting in new diesel fuel in 4 (four) of the EMA generators. He reported that through an existing agreement he was able to obtain four additional light towers, a shelter with AC and heat and 12 new portable radios as assets. In the last storm the County had about 500 people were without power, some for as many as 48 hours.

Denise McCaffrey reported that the administrative office is reaching out to Circuit Clerks for a two day Judicial College. Denise and her Chief Deputy will be able to attend an array of different classes and types of training.

John Simonton reported that Stephenson County is currently housing an inmate for Lee County. He also wanted to give the committee a heads up in regards to substantial reimbursement cuts that have hit the Sheriff's office. John was notified that the Law Enforcement and Training Standards Board will no longer be funding the academies. He also made the committee aware of upcoming retirements, promotions, and personnel changes.

Marty Meyer provided the committee with a copy of the Coroner's Office annual report. This report will be included in the January County Board Agenda Packet.

Charley Boonstra reported that his office is busy with recent cases and working diligently to resolve some pending cases from 2017 and 2018.

Old Business

Charley Boonstra did give a brief update on complaints that had been made on several different properties in Lee County and what potential options the County had going forward.

New Business

Charley Boonstra walked the committee through the different proposed ordinances relating to cannabis that would be coming to the full County Board meeting.

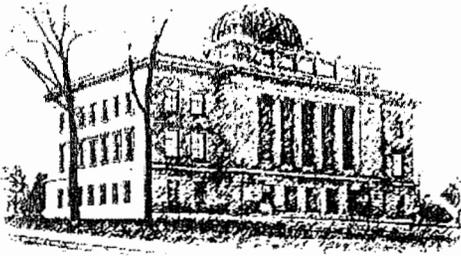
Motion to adjourn by Katie White:

Second by Jim Wentling: Motion carried unanimously by voice vote.

Meeting was adjourned at 10:40 a.m.

Respectfully Submitted by,
Becky Brenner – County Board Secretary

The next scheduled meeting for Public Safety Committee will be 9:00 a.m. on Tuesday, February, 11, 2020



Jesse P. Partington
 Lee County Coroner
 Old Court House - Third Floor
 112 East Second Street
 Dixon, Illinois 61021-3197

Office 815-288-5724
 Fax 815-288-5723
 Email jpartington@countyoflee.org

ANNUAL REPORT OF LEE COUNTY CORONER'S OFFICE
 FISCAL YEAR – 12/01/2018 THROUGH 11/30/2019
 DEATHS INVESTIGATED 295

Eight (08) individuals died before 12/01/2018 but Inquests and Inquiries were not conducted for these deaths during fiscal year 12/01/2017 through 11/30/2018 due to time frame from date of death to end of fiscal year; therefore these cases are included in total deaths investigated for fiscal year 12/01/2018 through 11/30/2019 making a total of 303 deaths investigated in the fiscal year 2018/2019.

| | | | |
|---|------------|---------------------|------------|
| <u>Medical Completed during '18/'19</u> | <u>163</u> | <u>Natural</u> | <u>263</u> |
| <u>Medical Pending from '18/'19</u> | <u>03</u> | <u>Suicide</u> | <u>07</u> |
| <u>Medical Completed from '17/'18</u> | <u>00</u> | <u>Accident</u> | <u>16</u> |
| <u>Inquests Conducted during '18/'19</u> | <u>00</u> | <u>Homicide</u> | <u>00</u> |
| <u>Inquests Pending from '18/'19</u> | <u>00</u> | <u>Undetermined</u> | <u>01</u> |
| <u>Inquiries Conducted from '17/'18</u> | <u>08</u> | <u>Pending</u> | <u>16</u> |
| <u>Inquiries Pending from '17/'18</u> | <u>00</u> | | |
| <u>Inquiries Conducted during '18/'19</u> | <u>116</u> | | |
| <u>Inquiries Pending from '18/'19</u> | <u>13</u> | | |

| | |
|-------------------|-----------|
| <u>Autopsies</u> | <u>37</u> |
| <u>Toxicology</u> | <u>38</u> |

TOTAL DEATHS IN LEE COUNTY FOR THE PERIOD OF DECEMBER 01, 2018 THROUGH NOVEMBER 30, 2019 WERE 308.

Respectfully Submitted by:



 JESSE P PARTINGTON
 LEE COUNTY CORONER



Public Health
Prevent. Promote. Protect.

Lee County Board of Health Report January 14, 2020

The Lee County Board of Health met at 6:30 p.m. on Tuesday, January 14, 2020.

Board members present were Sue Shippert, Jessica Friday, Dr. William Long, Dr. Saad Blaney, Dr. Patrick King and Janice McCoy. Board members absent were Dana Considine and Bob Olson. Also present at the meeting were health department employees Cathy Ferguson-Allen, Melissa Feit, Angel Lillpop and Kaylee Halberg.

Guests Present: None

President Dr. Patrick King called the meeting to order at 6:30 p.m.

The minutes for the November 12 & November 18, 2019 meetings were approved.

Public/Visitor Comments:

None

Monthly Financial Reports:

The November & December Financial Reports and December & January Claims Registers were reviewed and approved.

Administrator's Report:

Cathy reported:

- The department has received a \$25,000 grant from IPHA (lead agent for funds through IDHS) to do targeted outreach to increase participation among Lee County residents in the upcoming census. Cathy is attending a grantee meeting next week where ideas and strategies will be discussed.
- Stacie Kemp from Sinnissippi Centers (SCI) will not be attending every meeting, as she has in the past. She will attend each year to submit their funding request and will attend any time the board requests her to for updates. She wanted the board to know how much she appreciates being so welcome at the meetings. She asked Cathy to report that SCI has closed on a home in Amboy for a recovery home for women. Projected open date is April 1. 10 women can be housed and there will be some capacity for housing women with children as well.
- Cathy is the new Board President of the Volunteer Care Center. She hopes to lead the board through some important discussions and strategic planning, as the number of patients has significantly dropped since the implementation of the Affordable Care Act.

This is a good thing; that fewer people are uninsured, but it does beg the question of making some changes to operations.

Division Reports:

Community & Personal Health-

Cathy reported on behalf of Jill Larson that our new Infectious Disease/TB Coordinator is working out very well. He is well-liked by staff and the KSB personnel he interacts with on infectious diseases.

Maternal & Child Health-

Melissa Feit reported:

- We still have flu vaccine available and are already making plans for next fall's flu clinics. We're hoping to expand and do more worksites and possibly pilot a clinic in a local school.
- Our newer LPN has done a great job with the lead program and is also going to be learning how to apply the fluoride varnish in young children as we hope to go into local daycares to provide that service.
- We will soon have our state review of our immunization program. We have a new reviewer this year who will actually observe clients from check-in through getting their vaccines.
- HealthWorks (our case management program for DCFS wards) was slated to be transferred from local health departments to a managed care organization. We were recently instructed to begin handing off clients. But earlier this week we were told to hold off on that process. We aren't sure how this will play out.
- EBT cards for WIC clients are coming this summer. Staff will be attending training in Springfield. This will be a big, but good, change.
- The MCH staff has made a video to commemorate the 1-year anniversary of our milk bank depot. In our first year, we've collected 1,769 ounces of breastmilk; the equivalent of 14 gallons that has been or will be able to be used for premature babies in Neonatal ICUs!

Environmental Health/Emergency Preparedness-

Kaylee Halberg reported:

- The department's emergency preparedness internal steering committee met today, as we are gearing up for a full-scale emergency preparedness state exercise in late October. There is a lot of planning to do and we will be reaching out to many community partners that will need to be involved.
- All 2020 food permits are out. We had two outstanding today; one came in and settled up. The other has been notified if they do not do so this week, they will be closed.
- We need to revise our local food code. We also need to examine fees, as our 10-year fee schedule is coming to a close. Our fiscal staff will be doing a cost analysis of completing inspections. Since we are now following FDA code, inspections are much more time consuming.
- A new law for public facilities requires gender neutral signs for all single user restrooms.

Fiscal Services-

Angel Lillpop reported:

- The county audit is in full swing. She has been uploading a large number of documents for our auditor, but everything is going well.
- The department is able to purchase a few computers for MCH staff through WIC & Family Case Management grants. We're very excited to have had this expenditure approved, as these particular grants haven't always allowed equipment. These computers being replaced are significantly antiquated to the point that these employees had to check email through our website. That will no longer be the case.

New Business:

None

Old Business:

None

The board entered executive session at 7 p.m. under the exception "Employment Matters".

The board adjourned the executive session at 7:30 p.m. and reconvened the regular meeting.

There being no further business, the board adjourned at 7:30 p.m.

The next meeting is scheduled for March 10, 2020 at 6:30 p.m.

Respectfully Submitted,

Cathy Ferguson-Allen, M.P.H.
Administrator



UNAPPROVED

Executive Committee Meeting – Thursday, January 16, 2020

Third Floor Board Conference Room, Old Lee County Courthouse – 11:00 a.m.
112 E Second St, Dixon, Illinois 61021

Meeting called to order at 11:10 a.m., by Chairperson John Nicholson.

Members present: Chairperson John Nicholson, Vice Chair Marilyn Shippert, Judy Truckenbrod, Dave Bowers, Mike Koppien, and Jim Schielein.

Members absent: Bob Olson and Jerry Leffelman

Board Members, Department Heads, and County Employees present: Cathy Myers (County Clerk), Charley Boonstra (States Attorney), Paula Meyer (Treasurer), and Becky Brenner (Board Secretary).

Approval of Minutes

The November 27, 2019 Special Executive Committee minutes, the December 6, 2019 Special Executive Committee minutes and the December 12, 2019 regular Executive Committee minutes were approved without modification.

Committee Chairs Comments

Each committee chair or board member gave a brief recap of the committee topics that were discussed in the meetings and reported what items would be included on the County Board Agenda. Minutes from each committee meeting will be included in the County Board agenda packet and can be viewed on the Lee County's website 48 hours prior to the monthly County Board meeting.

The committee engaged in a lengthy discussion in regards to the cannabis ordinances.

Motion by Jim Schielein: To drop the Ordinance Prohibiting Retail Cannabis Business Establishments in the County of Lee, Illinois

Second by Marilyn Shippert: Motion carried unanimously by voice vote.

Announcements:

- a. Potential rescheduling of County Board meetings

Monthly Claim Sheet

The County's claims, the paid in vacation and holiday/sick pay claims, and Per Diem claims were viewed and signed by the committee for approval.

Petitions Coming To the Zoning Board of Appeals:

- a. Petition No. 20-P-1550 Petitioner Brian and Kelly Florschuetz – PPN# 02-15-27-200-008, Mormon Road, Amboy, IL. The property is presently zoned as, Ag-1. The petitioner desires that the property retain Ag-1 zoning, however, the petitioner desires a Restricted Principal Use for the purpose of a Single-Family Dwelling.

Petitions Coming From the Zoning Board of Appeals: No petitions

26 **ing to the Planning Commission:** No petitions

Coming from the Planning Commission: No petitions

Old Business:

- a. Discussion on Reduction in Members of the County Board

New Business

- a. Resolution: Authorizing Fixed Asset Capitalization Limit
- b. LOTS – PCOM Part-time Replacement Hire
- c. Ordinance: Prohibiting Cannabis Business Establishments in the County of Lee, Illinois (hold over until February)
- d. Ordinance: Establishing a County Cannabis Retailers' Occupation Tax in the County of Lee, Illinois (hold over until February)
- e. Resolution: Revisions to the Zoning and Building Permit Fees
- f. Treasurer's Quarterly Report
- g. Resolution: IMRF Military Credit up to 4 (four) years.

Appointments: None

Raffle Report: None

Motion from Judy Truckenbrod: To approve the new proposed agenda.
Seconded by Mike Koppien. Motion carried unanimously by voice vote.

Motion from Dave Bowers: To adjourn.
Motion carried unanimously by voice vote.

Meeting was adjourned at 12:12 p.m.

Respectfully Submitted by,
Becky Brenner – County Board Secretary

The next scheduled meeting for the Executive Committee will be 11:00 a.m., on Thursday, February 13, 2020



UNAPPROVED

Special Executive Committee Meeting – December 6, 2019

Third Floor Board Conference Room, 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 Chairperson John Nicholson.

Members present: Chairperson John Nicholson, Vice Chair Marilyn Shippert, Judy Truckenbrod, Dave Bowers, and Mike Koppien.

Members absent: Jerry Leffelman and Bob Olson

Board Members, Department Heads, or County Employees present:

Kevin Lalley (EMA)(9:00-9:28), Cathy Myers (County Clerk), Lori Miller (Chief Deputy Clerk), Theresa Wittenauer (Administrator), Lirim Mimini, Pill Palen, Bob Gibler, Tom Kitson, and Greg Witzleb (Board Members), Charley Boonstra (States Attorney), Greg Saunders (Maintenance Supervisor), Paula Meyer (Treasurer), Arlan McClain (past Board Member), Denise McCaffrey (Circuit Clerk), Greg Gates (LOTS)(10:47-10:51), Jenny Andrews and Karlie Hinman (via phone from Sikich)(10:00-11:00) and Becky Brenner (Board Secretary).

Approval of Minutes

The November 2019 minutes of the Special Executive Committee Meeting (November 27) were approved without modification.

New Business

John Finfrock, Ogle County Board Chairman (9:00-9:58) and Skip Kenney, Ogle County Board Member, and Chairman of the Personnel and Salary Committee, were invited to attend the meeting and share with the committee Ogle County's experience with Sikich LLP for the past five (5) years. Both were very complementary of the company's Legal Department, Training and Human Resource assistance and advice. Sikich is also Ogle County's auditor. Both John and Skip were very accommodating in answering the questions from the committee and department heads. Ogle County has had 100% participation from board members, elected and appointed officials in regards to utilizing Sikich.

Karlie Hinman and Jenny Andrews were present from Sikich LLP (via phone call) to walk the committee members, board members, and the department heads through an overview of who Sikich is and what services and programs the company offers. Sikich is an accounting, tax, audit, IT and technology, and human resource firm that is very well versed in the private and public sector along with higher education. Both Karlie and Jenny have worked extensively in the human resource realm at all points of the employee life cycle.

Jenny explained that Sikich provides customized services for their clients based on their specific needs. Services are paid for by the hour which allows for flexibility in adding or removing services when necessary. Sikich is qualified to help the county with all of its human resource advisory needs and can reports to the county on a determined time frame to explain all the things that they are working on and what things have been completed.

Some of the topics that were covered during the phone call with Karlie and Jenny were FMLA, Exit Interviews, in person and web-based training, document storage, and grant management.

Motion from Mike Koppien: To adjourn.

Second by Marilyn Shippert. Motion carried unanimously by voice vote.

With no further business, meeting adjourned 10:51 a.m.

Respectfully Submitted by,
Becky Brenner – County Board Secretary

The next scheduled meeting for the Executive Committee will be 11:00 a.m., on Thursday, December 12, 2019



UNAPPROVED

Special Executive Committee Meeting – November 27, 2019

Third Floor Board Conference Room, 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 Chairperson John Nicholson.

Members present: Chairperson John Nicholson, Vice Chair Marilyn Shippert, Judy Truckenbrod, Bob Olson, Dave Bowers, Mike Koppien, and Kasey Considine (appointed in Jerry Leffelman's absence):

Members absent: Jerry Leffelman

Board Members, Department Heads, or County Employees Present: Kevin Lalley (EMA), Greg Gates (LOTS), Cathy Myers (County Clerk), Lori Miller (Chief Deputy Clerk), Jim Wentling, Bob Gibler, Greg Witzleb, Jim Horstman, and Tom Kitson (Board Members), Theresa Wittenauer (Administrator), Denise McCaffrey (Circuit Clerk), Paula Meyer (Treasurer), Charley Boonstra (State's Attorney), Marty Meyers (Coroner's Office), Greg Saunders (Maintenance Supervisor), John Simonton (Sheriff), and Becky Brenner (Board Secretary).

New Business

In light of her resignation, Theresa Wittenauer was asked to walk the committee through job responsibilities and duties that would need to be reassigned after she leaves. She was also asked to bring the committee up to speed on any upcoming deadlines and project priorities. In addition to providing a copy of her job description which spelled out specific job duties and responsibilities, she touched on the following projects or programs that would need to be assigned along with the project deadline.

Projects nearing completion were the revisions to the Safety Manual and the DCEO Grant Closure.

Duties and projects that would need to be assigned and appointments that would need to be made included EDA Project Proposal Data Collection, Grant Management, County Credit Card Management, IPBC/QCHIP Board, PCOM (LOTS statement reconciliation), Agreement Billing with City of Dixon and Amboy for 911, Unemployment Appeals, Worker's Compensation Claims, Contingency/Budget Transfer Approval, CIRMA Equipment and Vehicle Updating, SAMS (Registration Required for Federal Grants), D-U-N-S Number Monitoring and Renewal, GATA (Grant Accountability and Transparency Act), SBDC (Small Business Development Center), OVW Grant Narratives/Writing, Sourcewell/NIPA/Home Depot Pro-Supply Works (Cooperative Purchasing Organizations), OSHA Reporting, and Drug and Alcohol Testing Contact.

There was a lengthy discussion regarding the information that was provided as well as potential Human Resources options, but no final decisions were made.

Motion by Bob Olson: To Enter Into Executive Session According to Open Meeting Act: 5 ILCS 120/2 (c)(1) to Discuss Personnel.

Motion second by Marilyn Shippert:

Entered Executive Session at 10:38 a.m.



**OFFICE OF THE COUNTY CLERK AND RECORDER
LEE COUNTY COURTHOUSE
DIXON, ILLINOIS 61021-0329**

MAILING ADDRESS:
P.O. Box 329
DIXON, IL 61021-0329

**Cathy Myers
Lee County Clerk & Recorder**

Monthly Report of Cathy Myers, Lee County Clerk & Recorder to the Honorable Chairman and Members of the Lee County Board. The following enumerated amounts were received by my office during the month of December 2019:

| | | |
|--|------------------------------|--------------|
| TOTAL RECEIPTS..... | | \$125,621.97 |
| MARRIAGE LICENSE FEE..... | | \$420.00 |
| | (VITAL RECORDS SPECIAL FUND) | \$394.00 |
| | (DCSF/COLDF SPECIAL FUND) | \$692.00 |
| CERTIFICATIONS..... | | \$6,446.00 |
| MISCELLANEOUS..... | | \$9,931.40 |
| | (RECORDING SPECIAL FUND) | \$1,935.00 |
| | (GIS SPECIAL FUND) | \$7,361.00 |
| | (RHSP SURCHARGE) | \$3,654.00 |
| | (DVF) | \$60.00 |
| | (LAREDO/TAPESTRY) | \$3,487.40 |
| RECORDING..... | | \$28,423.00 |
| REAL ESTATE TRANSFER STAMP SALES (GROSS)..... | | \$14,266.50 |
| TRUST FUND RECEIPTS – REDEMPTIONS FROM TAX SALE..... | | \$66,089.32 |
| CHARGE..... | | \$45.75 |
| TOTAL AMOUNT OF FEES RECEIVED..... | | \$59,532.65 |
| 001-436927-001 | (GENERAL FUND) | \$41,949.25 |
| 010-436927-001 | (VITAL RECORDS) | \$394.00 |
| | (DCSF/COLDF) | \$692.00 |
| 009-436927-001 | (RECORDING SPECIAL FUND) | \$1,935.00 |
| 071-436930-038 | (GIS SPECIAL FUND) | \$7,361.00 |
| | (RHSP SURCHARGE) | \$3,654.00 |
| | (DVF) | \$60.00 |
| 001-436924-001 | (LAREDO/TAPESTRY) | \$3,487.40 |
| TOTAL AMOUNT OF TRUST FUNDS HELD AT THE BEGINNING OF THE MONTH.... | | \$97,949.56 |
| RECEIVED DURING THE MONTH AS SHOWN ABOVE..... | | \$59,532.65 |
| PAID OUT TO PURCHASER DURING THE MONTH..... | | \$91,306.40 |
| BALANCE OF TRUST FUNDS HELD AT THE END OF THE MONTH..... | | \$66,175.81 |

Respectfully Submitted,

Cathy Myers

Cathy Myers, Lee County Clerk & Recorder
30

by *Trina Loos*, Deputy



Denise A. McCaffrey
Clerk of the Circuit Court
 Fifteenth Judicial Circuit

Lee County
 Courts Building
 309 South Galena Ave.
 Suite 320
 Dixon, IL 61021
 (815) 284-5234
 Fax: (815) 288-5615

LEE COUNTY CIRCUIT CLERK

November 2019

MONTHLY REPORT

FEES COLLECTED AND DISBURSED TO:
 LEE COUNTY TREASURER

| | |
|--|--------------------|
| Filing Fees | \$15,539.38 |
| 10% Bond Charge - Clerk Fee | \$5,002.50 |
| Library | \$1,650.00 |
| Work Release | \$0.00 |
| Court System | \$6,302.00 |
| Automation | \$5,961.46 |
| Security | \$7,297.80 |
| Probation | \$4,113.87 |
| Court Document Storage | \$5,875.04 |
| Animal Control / Rabies | \$344.23 |
| Annual Support/Maintenance | \$72.00 |
| Public Defender | \$175.00 |
| Home Confinement | \$151.00 |
| Minor Room & Board | \$50.00 |
| Guardian Ad Litem | \$0.00 |
| Lee County States-Attorney | \$1,010.50 |
| Lee Co SA Automation Fee | \$165.00 |
| Clerk Op Add-Ons | \$5.50 |
| Clerk Op Deduct | \$1,506.55 |
| Medical Costs | \$313.00 |
| Youth Diversion | \$341.80 |
| Drug Court Fund | \$1,821.95 |
| 2nd Chance Program | \$25.00 |
| E-Citation/Clerk | \$1,467.00 |
| DV Surveillance | \$173.00 |
| Probation - Drug Court Fee | \$1,007.00 |
| Probation - Mental Health Court Fee | \$0.00 |
| Probation - Pre Sern Appl | \$0.00 |
| Probation Ops Fee | \$485.00 |
| Jury Demand Fee / Lee County Circuit Clerk | \$850.00 |
| Probation - Veteran's Court | \$1,500.00 |
| Public Defender Automation | \$74.00 |
| Interest | \$0.00 |
| Postage Reimbursement | \$0.00 |
| Interstate Transfer Fee | \$0.00 |
| TOTAL | \$63,279.58 |
| OTHERS: | |
| Marriage Fund of the Circuit Court | \$40.00 |
| Restitution | \$4,195.59 |
| TrafficSafety School | \$3,035.00 |
| Anti-Crime Fund | \$687.00 |
| Child Advocacy Fee - Shinning Star | \$733.50 |
| School District Fee | \$0.00 |
| FTA Warrant Fee | \$0.00 |
| Emergency Response | \$400.00 |
| Tom Schwamberger | \$0.00 |
| Contribution to L.C. Victim Impact Panel | \$0.00 |
| State's Attorney Appellate Prosecutor | \$0.00 |
| TOTAL | \$9,091.09 |

STATE TREASURER:

| | |
|-----------------------------------|--------------------|
| Drivers Education Fund | \$1,070.88 |
| V.C.V.A. | \$2,793.80 |
| Penalty Assessment Surcharge | \$0.00 |
| DV Shelter Service | \$500.00 |
| Trauma | \$747.83 |
| Criminal Justice Information Fund | \$56.00 |
| Domestic Battery | \$18.00 |
| DV Abuser Service | \$0.00 |
| State Fee - Traffic | \$326.43 |
| T&CCSF | \$1,495.75 |
| DUI Equipment | \$2,032.50 |
| Sexual Assault | \$407.00 |
| Spinal Cord Trust | \$24.64 |
| Prisoner Rvw Board | \$12.50 |
| Lump Sum Surcharge | \$5,559.89 |
| Fire Prevention | \$303.00 |
| Fire Truck Ln Fund | \$88.00 |
| Drug Assessment Fund | \$2,620.75 |
| State Police Svcs | \$35.00 |
| State Police Ops | \$2,146.27 |
| Sec of State Ops | \$0.00 |
| Foreclosure Prev | \$147.00 |
| Abandoned Res Prop | \$560.00 |
| FPP Graduated Fund | \$224.00 |
| Drug Traffic Prev | \$0.00 |
| Roadside Memorial | \$149.75 |
| CV Police Op Fund | \$150.00 |
| ISP Merit Board | \$446.00 |
| E-Citation Illinois State Police | \$10.80 |
| Guardian/Advocacy | \$570.00 |
| Sex Offender Investigation Fee | \$0.00 |
| Access to Justice | \$204.00 |
| Prescription Pill Disposal Fund | \$38.00 |
| State Police Admin Fund | \$5,781.00 |
| Law Enforcement CGF | \$186.00 |
| George Bailey Fund | \$1.00 |
| E-Business | \$927.00 |
| TOTAL | \$29,632.79 |

FINES COLLECTED & DISBURSED TO:

MUNICIPALITIES:

| | | |
|---------------------------|------------|-------------|
| City of Dixon | | \$9,503.39 |
| Fine | \$6,397.90 | |
| Police Vehicle | \$52.00 | |
| E-Citation | \$84.00 | |
| DUI Equip | \$362.98 | |
| Dixon Anti-Crim | \$2,155.00 | |
| City Attorney | \$50.00 | |
| Drug Enforcemen | \$106.51 | |
| J & B Collection | \$245.00 | |
| Bond Forfeiture | \$50.00 | |
| City of Amboy | | \$459.89 |
| Fine | \$418.38 | |
| E-Citation | \$4.00 | |
| DUI Equip | \$25.00 | |
| Drug Enforcemen | \$12.51 | |
| Police Vehicle | \$0.00 | |
| Village of Ashton | | \$34.00 |
| Fine | \$32.00 | |
| Police Vehicle | \$0.00 | |
| E-Citation | \$2.00 | |
| Bond Forfeiture | \$0.00 | |
| Village of Franklin Grove | | \$152.00 |
| Fine | \$148.00 | |
| Police Vehicle | \$0.00 | |
| E-Citation | \$4.00 | |
| Village of Paw Paw | | \$50.00 |
| Sub-Total | | \$10,199.28 |

COUNTY:

| | | |
|-----------------------------------|-------------|-------------|
| Traffic | | \$12,093.18 |
| Fine | \$10,977.48 | |
| DUI Equip | \$1,000.50 | |
| E-Citation | \$95.20 | |
| Bond Forfeiture | \$0.00 | |
| Drug Enforcement | \$0.00 | |
| Police Vehicle | \$20.00 | |
| County Fee/Traffic | | \$733.15 |
| County General Drug | | \$145.44 |
| Criminal | | \$3,654.18 |
| Fine | \$3,560.01 | |
| E-Citation | \$6.00 | |
| Bond Forfeiture | \$0.00 | |
| Police Vehicle | \$15.00 | |
| Drug Enforcement | \$25.00 | |
| DUI Equip | \$48.17 | |
| Lee County Sheriff | | \$528.23 |
| E-Citation/Animal Control(Rabies) | | \$0.00 |
| Sub-Total | | \$17,154.18 |

STATE

| | | |
|---|--|------------|
| State of IL - Conservation | | \$1,562.00 |
| State of IL - Police Veh Fund Conservation | | \$0.00 |
| State of IL - Overweights | | \$0.00 |
| State of IL - Sec of State Police | | \$0.00 |
| State of IL - Capital Projects | | \$278.92 |
| State of IL - DASA 12 1/2 % Drug | | \$48.46 |
| State of IL - DNA Identification | | \$211.45 |
| State of IL - Drug Crime Lab | | \$0.00 |
| State of IL - DUI Crime Lab | | \$0.00 |
| State of IL - Lab Analysis | | \$0.00 |
| State of IL - Drug Enforcement | | \$25.00 |
| State of IL - DUI Equipment | | \$100.00 |
| State of IL - Conservation DUI Equipment | | \$0.00 |
| State of IL - Police Veh Fund | | \$12.92 |
| State of IL - Police Veh Fund (Overweight) | | \$0.00 |
| State of IL - E-Citation Fee (Conservation) | | \$0.00 |
| State of IL - E-Citation Fee (Overweight) | | \$0.00 |
| State of IL - E-Citation Fee (Sec of State) | | \$0.00 |
| State of IL - E-Citation Fee | | \$0.00 |
| State of IL - Sex Offender Regis | | \$22.50 |
| Blackhawk Area Task Force Drug Enforcement | | \$25.00 |
| Blackhawk Area Task Force E-citation | | \$0.00 |
| State of IL - Mental Health Reporting Fund | | \$0.00 |
| Sub-Total | | \$2,286.25 |

TOWNSHIPS:

| | | |
|------------------|--|--------|
| Amboy Township | | \$0.00 |
| Wyoming Township | | \$0.00 |
| Sub-Total | | \$0.00 |

| | | |
|---|--|--------------|
| Total Municipalities, County, State and Townships | | \$29,639.71 |
| Total of all Collected Fees and Fines | | \$131,643.17 |

Denise A. McCaffrey
 DENISE A. MCCAFFREY, CIRCUIT CLERK



To: Lee County Board
From: Paula Meyer
Date: December 30, 2019
Subject: Capitalization limit

Attached is a resolution increasing the limit for recording capital purchases on the fixed asset list to \$20,000. Currently all capital purchases over \$5,000 are recorded on the fixed asset list.

Historically governmental financial statements show capital asset purchases as expenses rather than capitalizing the purchase and recording the depreciation expense over the life of the asset. This method has generally served governments well as they make financial decisions based on available funds.

In an effort to make government financial statements more comparable to "for profit" financial statements, the Government Accounting Standards Board (GASB) rewrote accounting procedures to capitalize and depreciate asset rather than expense the purchase.

Since it is logical that the County continue to make decisions based on cash availability, the effort to capitalize asset purchases is burdensome. The increase of the capitalization limit to \$20,000 from \$5,000 eases the paperwork burden and still complies with GASB 34.

Lee County Board
Dixon, Illinois

RESOLUTION NO. _____

RESOLUTION AUTHORIZING
FIXED ASSET CAPITALIZATION LIMIT

WHEREAS, Governmental Accounting Standards Board Statement No. 34 (GASB Statement No. 34) recommends that a local government implement a policy establishing and setting threshold levels for the recording of capital assets; and

WHEREAS, the auditors for Lee County have recommended to the County Board that they adopt a policy whereby all County expenses pertaining to capital assets exceeding \$20,000 and all vehicles should be capitalized and all County expenses pertaining to capital assets less than \$20,000 should be expensed annually; and

WHEREAS said recommended policy is intended to bring the County in compliance with GASB Statement No. 34; and

WHEREAS, after due consideration, the County Board has determined that it is in the best interests of the County to adopt said policy.

NOW THEREFORE BE IT RESOLVED by the County Board of the County of Lee, effective for the Fiscal Year 2019 and thereafter, that all County expenses pertaining to capital assets exceeding \$20,000 and all vehicles should be capitalized and all County expenses pertaining to less than \$20,000 should be expensed annually.

BE IT FUTHER RESOLVED that the County Board hereby find that all recitals contained in the preambles to the Resolution are full, true and correct and do hereby incorporate them by reference into this Resolution.

BE IT FUTHER RESOLVED that all resolution and parts of resolutions in conflict herewith are, to the extent of such conflict, hereby repealed.

BE IT FUTHER RESOLVED that this Resolution shall be in full force and effect from and after its passage and approval, and publication as required by law.

PASSED BY THE LEE COUNTY BOARD

THIS _____ DAY OF _____, 2020.

BY: _____
Lee County Chairman

ATTEST:

Lee County Clerk

ORDINANCE NO. _____

AN ORDINANCE PROHIBITING
CANNABIS BUSINESS ESTABLISHMENTS
IN THE COUNTY OF LEE, ILLINOIS

WHEREAS, the County of Lee, a body politic and corporate of the State of Illinois is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, the Illinois General Assembly enacted Public Act 101-0027, effective January 1, 2020, which is a comprehensive revision of State statutes regulating the adult use of cannabis in Illinois counties; and

WHEREAS, the County has the authority to adopt ordinances and to promulgate rules and regulations that protect the public health, safety and welfare of its citizens; and

WHEREAS, the County has determined that the operation of cannabis business establishments would present adverse impacts upon the health, safety, and welfare of the residents, and additional costs, burdens and impacts upon law enforcement and regulatory operations of the County;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF THE COUNTY OF LEE, ILLINOIS, THAT THIS ORDINANCE PROHIBITING CANNABIS BUSINESS ESTABLISHMENTS IN THE UNINCORPORATED PORTION LEE COUNTY, ILLINOIS HEREBY IS ADOPTED AS FOLLOWS:

SECTION I: Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance

SECTION II: Cannabis Business Establishments Prohibited.

(a) Title 3 of the County Code of the County of Lee shall be amended by the addition of

Chapter 7: Cannabis Business Establishments Prohibited that will read as follows:

- a. **3-7-1: TITLE.** This Chapter shall be known, cited, and referred to as the Cannabis Business Establishments Prohibited Ordinance of Lee County.

- b. **3-7-2: Definitions.** The following words and phrases shall, for the purposes of this division, have the meanings respectively ascribed to them by this section, as follows:
- i. **“ADULT-USE CANNABIS BUSINESS ESTABLISHMENT”**: A cultivation center, craft grower, processing organization, infuser organization, dispensing organization or transporting organization.
 - ii. **“ADULT-USE CANNABIS CRAFT GROWER”**: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure, and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax Act (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.
 - iii. **“ADULT-USE CANNABIS CULTIVATION CENTER”**: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, process, transport, and perform necessary activities to provide cannabis and cannabis-infused products to licensed cannabis business establishments, per the Cannabis Regulation and Tax Act (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.
 - iv. **“ADULT-USE CANNABIS DISPENSING ORGANIZATION”**: A facility operated by an organization or business that is licensed by the Illinois Department of Financial and Professional Regulation to acquire cannabis from licensed cannabis business establishments for the purpose of selling or dispensing cannabis, cannabis-infused products, cannabis seeds, paraphernalia, or related supplies to purchasers or to qualified registered

medical cannabis patients and caregivers, per the Cannabis Regulation and Tax Act (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

v. **“ADULT-USE CANNABIS INFUSER ORGANIZATION OR INFUSER”:**

A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to directly incorporate cannabis or cannabis concentrate into a product formulation to produce a cannabis-infused product, per the Cannabis Regulation and Tax Act (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

vi. **“ADULT-USE CANNABIS PROCESSING ORGANIZATION OR**

PROCESSOR”: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to either extract constituent chemicals or compounds to produce cannabis concentrate or incorporate cannabis or cannabis concentrate into a product formula to produce a cannabis product, per the Cannabis Regulation and Tax Act (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

vii. **“ADULT-USE CANNABIS TRANSPORTING ORGANIZATION OR**

TRANSPORTER”: An organization or business that is licensed by the Illinois Department of Agriculture to transport cannabis on behalf of a cannabis business establishment or a community college licensed under the Community College Vocational Training Pilot Program, per the Cannabis Regulation and Tax Act (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

- viii. **“PERSON”**: Any person, firm, corporation, association, club, society, or other organization, including any owner, manager, proprietor, employee, volunteer, or agent.
- c. **3-7-3: Cannabis Business Establishments Prohibited.** The following Adult-Use Cannabis Business Establishments are prohibited in the unincorporated portion of County of Lee. No person shall locate, operate, own, suffer, allow to be operated or aide, abet, or assist in the operation within the unincorporated portions of the County of Lee of any of the following:
 - i. **Adult-Use Cannabis Craft Grower**
 - ii. **Adult-Use Cannabis Cultivation Center**
 - iii. **Adult-Use Cannabis Dispensing Organization**
 - iv. **Adult-Use Cannabis Infuser Organization or Infuser**
 - v. **Adult-Use Cannabis Processing Organization or Processor**
 - vi. **Adult-Use Cannabis Transporting Organization or Transporter**
- d. **3-7-4: Public Nuisance Declared.** Operation of any prohibited Cannabis Business Establishment within the County in violation of the provisions of this Chapter is hereby declared a public nuisance and shall be abated pursuant to all available remedies.
- e. **3-7-5: Violations.** Violations of this Chapter may be enforced in accordance with the provisions of this Code.

SECTION III: Severability. If any provision of this Ordinance, or the application of any provision of this Ordinance, is held unconstitutional or otherwise invalid, such occurrence shall not affect other provisions of this Ordinance, or their application that can be given effect without the unconstitutional or invalid provision or its application. Each unconstitutional or invalid provision, or application of such provision, is severable, unless otherwise provided by this Ordinance.

SECTION IV: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

Passed by the County Board this _____ day of _____, 2020.

AYES: _____

NAYS: _____

PRESENT: _____

ABSTAIN/ABSENT: _____

APPROVED THIS
_____ DAY OF _____, 2020

BY: _____
BOARD CHAIRPERSON

ATTEST:

COUNTY CLERK

ORDINANCE NO. _____

AN ORDINANCE ESTABLISHING A
COUNTY CANNABIS RETAILERS'

OCCUPATION TAX IN THE COUNTY OF LEE, ILLINOIS

WHEREAS, the County of Lee, a body politic and corporate of the State of Illinois. Lee County is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, the Illinois General Assembly enacted Public Act 101-0027, effective January 1, 2020, which is a comprehensive revision of State statutes regulating the adult use of cannabis in Illinois counties; and

WHEREAS, the County has the authority to adopt ordinances and to promulgate rules and regulations that protect the public health, safety and welfare of its citizens; and

WHEREAS, this Ordinance is adopted pursuant to the provisions of the Illinois County Cannabis Retailers' Occupation Tax Law (55 ILCS 5/5-1006.8) (the "Act"); and

WHEREAS, this Ordinance is intended to impose the tax authorized by the Act providing for a county cannabis retailers' occupation tax which will be collected by the Illinois Department of Revenue;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF THE COUNTY OF LEE, ILLINOIS, THAT THIS ORDINANCE ESTABLISHING A COUNTY CANNABIS RETAILERS' OCCUPATION TAX BE AND HEREBY IS ADOPTED AS FOLLOWS:

SECTION I: Recitals. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance

SECTION II: Tax imposed; Rate.

- (a) A tax is hereby imposed upon all persons engaged in the business of selling cannabis, other than cannabis purchased under the Compassionate Use of Medical Cannabis Pilot Program

Act, at retail locations in the County on the gross receipts from these sales at the following rates:

- (i) 3.75% of the gross receipts from these sales made in the course of that business in unincorporated areas of Lee County in the event that sales of this type are ultimately approved by Ordinance or Resolution of the Lee County board; and
 - (ii) 3% of the gross receipts of sales made in a municipality located in Lee County; and
- (b) The imposition of this tax is in accordance with the provisions of the County Cannabis Retailers' Occupation Tax Law (55 ILCS 5/5-1006.8).

SECTION III: Collection of tax by retailers.

- (a) The tax imposed by this Ordinance shall be remitted by such retailer to the Illinois Department of Revenue (the "Department"). Any tax required to be collected pursuant to or as authorized by this Ordinance and any such tax collected by such retailer and required to be remitted to the Department shall constitute a debt owed by the retailer to the State. Retailers may reimburse themselves for their seller's tax liability hereunder by separately stating that tax as an additional charge, which charge may be stated in combination, in a single amount, with any State tax that sellers are required to collect.
- (b) The taxes hereby imposed, and all civil penalties that may be assessed as an incident thereto, shall be collected and enforced by the Department. The Department shall have full power to administer and enforce the provisions of this article.

SECTION IV: Severability. The provisions and sections of this Ordinance shall be deemed separable and the invalidity of any portion of this Ordinance shall not affect the validity of the remainder.

SECTION V: Effective Date. This Ordinance shall be in full force and effect from and after its passage and approval and publication as required by law, provided, however, that the tax provided for herein

shall take effect for all sales on or after the first day of January, 2020. Copies of this Ordinance shall be certified and sent to the Illinois Department of Revenue prior to September 30, 2020.

Passed by the County Board this _____ day of _____, 2020.

AYES: _____

NAYS: _____

PRESENT: _____

ABSTAIN/ABSENT: _____

APPROVED THIS
_____ DAY OF _____, 2020

BY: _____
BOARD CHAIRPERSON

ATTEST:

COUNTY CLERK

Lee County Board
Dixon, Illinois

RESOLUTION NO. _____

REVISIONS TO THE ZONING AND BUILDING PERMIT FEES

WHEREAS, Lee County has in force a County Zoning Ordinance wherein various fees have been established; and

WHEREAS, said Zoning Ordinance provides for changes in said fees when appropriated; and

WHEREAS, the Lee County Board has determined it is necessary to periodically review and update fees charged for any permits, applications, filing fees, certificate fees, or other costs assessed in the administration and enforcement of the Lee County Zoning Ordinance; and

WHEREAS, the fee structure is deliberately excluded as part of the Zoning Ordinance with the intent that said fees may be changed from time to time without an amendment to the Zoning Ordinance; and

WHEREAS, the fee structure is contained in the "County Development Manual" prepared by the Lee County Zoning Administrator and the Administrative Services Committee of the Lee County Board.

NOW, THEREFORE, BE RESOLVED by the Lee County Board that the following pages of structured fees are hereby established and will replace the present fees in the County Development Manual for Lee County Zoning.

PASSED BY THE LEE COUNTY BOARD

THIS ____ DAY OF _____, 2020.

BY: _____
Lee County Board Chairman

ATTEST:

Lee County Clerk & Recorder

LEE COUNTY BUILDING PERMIT FEES

Lee County Board Resolution

Structures; Additions & Structural Alterations

Fee

| | | |
|---|------------------------|-------|
| Floor area above ground (<i>Living area</i>) | \$.20/sq. ft. | _____ |
| Floor area below ground (<i>Basement</i>) | \$.20/sq. ft. | _____ |
| Garages/Accessory buildings | \$.15/sq. ft. | _____ |
| Pools (<i>Above ground</i>) | \$ 50.00 | _____ |
| Pools (<i>Inground</i>) | \$ 100.00 | _____ |
| Fences | \$ 50.00 | _____ |
| Signs (Non-illuminated) | | |
| 150 sq. ft. or less | \$ 50.00 | _____ |
| 150 but less than 300 sq. ft. | \$ 100.00 | _____ |
| 300 or more sq. ft. | \$ 250.00 | _____ |
| Signs (Illuminated) | | |
| 150 sq. ft. or less | \$ 100.00 | _____ |
| 150 but less than 300 sq. ft. | \$ 200.00 | _____ |
| 300 or more sq. ft. | \$ 500.00 | _____ |
| <i>(The square feet shall be measured by the smallest square, rectangle, triangle, circle or combination that will encompass the entire display area. If one side of the sign provides for more display area than another, the measurements will be made on the larger side.)</i> | | |
| Development permit | \$ 50.00 | _____ |
| Temporary permit | \$ 50.00 | _____ |
| Minimum building permit fee (<i>Any fee less than \$50.00</i>) | \$ 50.00 | _____ |
| Late fee (<i>Twice the cost of the building permit</i>) | \$ | _____ |
| <i>(Fee will be charged to both owner and contractor if any construction begins prior to the building permit being issued)</i> | | |
| Agricultural building penalty fee | \$ 150.00 | _____ |
| <i>(Fee will be charged for any agricultural building commenced without an approved permit)</i> | | |
| Reissued building permit | \$ 50.00 + permit cost | _____ |
| <i>(A building permit will be void if construction has not commenced 50% within a period of one (1) year from the date permit was issued. A building permit may be reissued only once)</i> | | |

LEE COUNTY BUILDING PERMIT FEES

Lee County Board

Resolution

CONTINUED

| | | |
|---|--|-------|
| Commercial/Industrial structures | \$.25/sq. ft. | _____ |
| *Cell towers | \$ 25.00/foot | _____ |
| Additional equipment to existing cell tower site | \$ 1,200.00 | _____ |
| *Meteorological tower | \$ 25.00/foot | _____ |
| Wind turbine or solar (Non-commercial use) | \$ 5.00/per kilowatt/AC side | _____ |
| *Commercial power generation (New construction) | | |
| Up to 10 MW | \$ 10,000/per megawatt | _____ |
| 10 up to 50 MW | \$100,000 + \$5,000/per megawatt above 10 | _____ |
| 50 up to 100 MW | \$300,000 + \$3,500/per megawatt above 50 | _____ |
| Greater than 100 MW | \$475,000 + \$1,500/per megawatt above 100 | _____ |
| Commercial power generation (Replacement of generator, turbine, blades, or other major components) | \$ 2,000/per megawatt | _____ |
| Commercial power generation (Substation, inverter/transformer pads) | \$ 1,200.00 | _____ |
| Zoning Petition (Rezoning, variance, special use) (Per parcel: \$525 up to the first 10 acres then \$25.00 per acre, thereafter) | \$ 525.00 | _____ |
| Subdivision Petition | | |
| Preliminary Plat (\$750 up to the first 10 lots then \$25.00 per lot thereafter) | \$ 750.00 | _____ |
| Final Plat (\$500 up to the first 10 lots then \$25.00 per lot thereafter) | \$ 500.00 | _____ |
| Penalty fee (Fee will be charged for any development in violation of zoning classification) | \$500.00 + petition costs | _____ |
| *Formal Decommissioning Plan required | | |

Total Building Permit Fee

_____ Please make check out to: Lee County

All fees paid are non-refundable.

Fees not otherwise classified: If a fee is not specifically provided for in the building permit fees structure, a reasonable fee shall be set by the Lee County Zoning Administrator. No fee is required for any structure or use by any municipality, school, state or federal governmental agency. These agencies must, however, submit an application for a permit.

Lee County Board
Dixon, Illinois

RESOLUTION NO. _____

Resolution to Allow Service Credit for Military Service

WHEREAS, Article 7 of the Illinois Pension Code (40 ILCS 5/7-139) provides that the governing body of a governmental unit may elect to allow service credit in the Illinois Municipal Retirement Fund to members who served in the armed forces of the United States for all periods of such service prior to their participation in IMRF or whose participation was interrupted by military leave but did not return to IMRF participation within 90 days of discharge, and

WHEREAS, such allowance of service credit cannot be limited to a specific IMRF member and applies to all employees who were in active participating status under IMRF on the date this resolution was adopted;

RESOLVED, that the Board of Lee County, Illinois elects to allow service credit to members who served in the armed forces of the United States for up to four years of service, prior to their participation in the Illinois Municipal Retirement Fund;

FURTHER RESOLVED, that the County Clerk shall be directed to file a certified copy of this resolution with the Board of Trustees of the Illinois Municipal Retirement Fund and that this resolution shall remain in full force and effect until modified or rescinded and notice of such modification or rescission has been filed with the Board of Trustees of the Illinois Municipal Retirement Fund. This resolution is not limited to a specific military operation.

PASSED BY THE LEE COUNTY BOARD

THIS _____ DAY OF _____, 2020.

BY: _____
Lee County Chairman

ATTEST:

Lee County Clerk