



Agenda of the Lee County Board

June 18, 2020 6:00 P.M.

3rd Floor Boardroom

Old Lee County Courthouse

112 E. Second St.

Dixon, IL 61021

Call to Order

Pledge of Allegiance

Roll Call

Announcements: Letters from Stephenson County appreciation to EMA & Sheriff Department.
Thank You card – Cece Stover

Approval of Board Minutes of: May 21, 2020 Regular County Board meeting.

Resolution #06-20-001: Joseph E. Meyer & Assoc. Inc. Tax Auction PPN#19-22-07-107-006 (roll call)

Resolution #06-20-002: Joseph E. Meyer & Assoc. Inc. Tax Auction PPN#19-22-07-107-007 (roll call)

To Zoning Board: No Petitions

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): Doug Farster

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: Salary of the County Engineer for the period beginning July 1, 2020 ending June 30, 2021.

Business Employment Skills Team, Inc. (BEST, Inc) Lease - July 1, 2020 until June 30, 2021.

Resolution: Establishing a Budget Amendment Policy.

Lee-Ogle Enterprise Fund Money to LCIDA.

Resolution: Minimum Wage increase.

Appointments:

Resolution: Reappointment of Brad Sibley to the Lee County Emergency Telephone System Board effective June 15, 2020 and the term ending on June 14, 2023.

Resolution: Reappointment of Janice McCoy to the Lee County Board of Health beginning July 1, 2020 and the term ending June 30, 2023.

Executive Session

Mileage & Per Diem

All Bills & Appropriations allowed by roll call:

Motion to Adjourn:

RESOLUTION



WHEREAS, The County of Lee, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Lee, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

SECT/LOT:00 TWP:19 RNG/BLK:011WOODHAVEN LAKES SEC 11 LT 192 8910-0535 WD JT

PERMANENT PARCEL NUMBER: 19-22-07-107-006

As described in certificate(s): 2017-00440 sold on October 31, 2017

Commonly known as: MILLRIDGE TR. (11-192)

and it appearing to the Finance Committee that it is in the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Juan M Cote, has paid \$2,078.47 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Finance Committee and at the same time it having been determined that the County shall receive \$1,211.96 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$145.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the Agent under his contract for services.

WHEREAS, your Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF LEE COUNTY, ILLINOIS, that the Chairman of the Board of Lee County, Illinois, hereby authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described real estate for the sum of \$1,211.96 to be paid to the Treasurer of Lee County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____,

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

RESOLUTION



WHEREAS, The County of Lee, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Lee, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

SECT/LOT:00 TWP:19 RNG/BLK:011WOODHAVEN LAKES SEC 11 LT 193

PERMANENT PARCEL NUMBER: 19-22-07-107-007

As described in certificate(s): 2017-00441 sold on October 31, 2017

Commonly known as: MILLRIDGE TR. (11-193)

and it appearing to the Finance Committee that it is in the best interest of the County to accept full payment of the delinquent taxes, penalties, interest, and costs from the owner of an interest in said property.

WHEREAS, Juan M Cote, has paid \$809.07 for the full amount of taxes involved and a request for surrender of the tax sale certificate has been presented to the Finance Committee and at the same time it having been determined that the County shall receive \$345.37 as a return for its Certificate(s) of Purchase. The County Clerk shall receive \$145.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account. The remainder is the amount due the Agent under his contract for services.

WHEREAS, your Finance Committee recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF LEE COUNTY, ILLINOIS, that the Chairman of the Board of Lee County, Illinois, hereby authorizes the cancellation of the appropriate Certificate(s) of Purchase on the above described real estate for the sum of \$345.37 to be paid to the Treasurer of Lee County, Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this _____ day of _____,

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN



UNAPPROVED

This meeting was held via conference call per the Governor of Illinois, J.B. Pritzker's signed "Executive Order 2020-07" on March 16, 2020, Section 6, during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020, the provisions of the open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended and "Executive Order 2020-08" on March 21, 2020, all public gatherings in the State of Illinois of 10 People or more are prohibited during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020.

The public was notified on June 9, 2020, via the Lee County website to email public requests to: countyboardrequests@countyoflee.org and the meeting was live streamed on June 11, 2020, at <http://www.youtube.com/channel/UCO3ZPalJgtBwmfph0rstLXA>

Finance Committee Meeting – Thursday, June 11, 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, Dave Bowers, Lirim Mimini (9:00-10:00) and Jim Schielein were present in person, Tom Kitson was present via Zoom video conferencing.

Members absent: Bob Olson

Board Members, Department Heads, or County Employees present: John Nicholson (Board Chairperson), Charley Boonstra (State's Attorney), Mike McBride (IT/GIS), Paula Meyer (Treasurer), Staci Stewart (Probation)(9:00-10:57), Mike Koppien (11:13-11:35), and Becky Brenner (Board Secretary) were all present in person, Judy Truckenbrod (Board Member)(9:10-11:35), John Simonton (Sheriff), Wendy Ryerson (Assessor), Denise McCaffrey (Circuit Clerk), Kevin Lalley (EMA) and Cathy Myers (County Clerk) were all present via Zoom video conferencing.

Visitors: Andy Shaw (Blackhawk Hills Regional Council) was present in person, and Anna Maria Kowalik (Illinois Energy Conservation Authority) was present via Zoom video conferencing.

The May 2020 minutes of the Finance Committee were approved without modification.

Paula Meyer reported that she had emailed the monthly Treasurer's information to all the committee members, but did not give a report.

Board Member or Department Head Reports:

John Nicholson reminded the committee that there will be a minimum wage increase on July 1, 2020.

Paula Meyer also emailed a spreadsheet to the committee members that showed the state disbursements for April that were received in June for the major revenue sources included in fund 001 and the Public Safety Sales Tax. She reported a decrease in several areas and is expecting to see a continued decrease in revenue in the next couple of months due to the pandemic.

Motion from Jim Schielein: To send two (2) Joseph E. Meyer Tax Auction Resolutions to Executive Committee.
Second by Dave Bowers. Motion carried unanimously by voice vote.

Cathy Myers reported that due to COVID-19, the Senate passed Bill 1863 which requires all election authorities to mail out a vote by mail application by August 1, 2020, to any voter that has voted in the last three elections (2018 General Election, 2019 Consolidated Election, and the 2020 Primary Election) so they can receive a vote by mail ballot. If the voter does not respond to this mailing by September 15, 2020, they will receive a notice from the Secretary of State. If the voter does not respond to the September 15th mailing, a second mailing will be made on October 15th, by the Secretary of State. In Lee County, this would mean mailing roughly 13,000 vote by mail applications at a cost of roughly \$7,000 in postage. In addition to letting the voter vote by mail, the County is still required to have all the precinct voting locations open. The CARES Act will reimburse some of the cost of postage, additional equipment, and part-time help. The reimbursement amount will be calculated from the 2010 census and the number of voters in the County. She informed the committee that this requirement might cause her to be over budget in the election line item. Cathy did mention that everything included in the new Senate bill would expire in January of 2021, so this process would only be for the November 2020 Election.

Old Business

Dave Bowers reported that since last month's meeting the County was made aware of the 100% funded REBUILD Illinois Grant Program. The necessary requirements are being sent in to apply for the grant. If awarded the grant money, the County would be fully funded for the demolition of the Old Jail, and new construction on the same site with holding cells, sally ports, an Emergency Operating Center, and secure Judge parking. He provided a completed design from Ringland Johnson to the committee showing the new construction details. The new phone and network upgrades and to the New Courts Building will also be included for this grant. The prior plans to demo the Old Jail will be put on hold until the status of the grant is known.

John Simonton reported that the retrofitting of the Old Jail could be taken off the agenda.

Dave Bowers also walked the committee through the New Courts Building and Old Courthouse phone upgrades item on the agenda. Bids were been received from two different venders to upgrade the phone system to VOIP (Voice Over IP), replace wiring and network switches, and run fiber between the two buildings. Bids for changing computer communication between the two buildings to fiber will be forthcoming. No action was required from the committee this month.

No update on the 2020 Election Security item on the agenda.

New Business

Marilyn Shippert reported that there was a date conflict for the Senior Social Services Hearing in August, so the meeting was bumped to August 31, 2020.

Lirim Mimini shared information with the committee that Jason Anderson sent him from the City of Rochelle and GREDCO (Greater Rochelle Economic Development Corporation). The City of Rochelle is applying for a \$5 million Federal Railroad Administration Grant to fund a \$10 million project to further expand its 3 track rail system a mile further into Lee County. This project if it should be approved and funded will create a new mainline interchange between the BNSF and the City of Rochelle Railroad. The city would then pursue establishing a new Intermodal service and it will attract new industries to build in Lee County. A letter of support from the Lee County Board will need to be included in the application. The city has asked that the letter be sent to Jason Anderson by next Monday.

Paula Meyer reported that the Budget Adjustment Policy Resolution on the agenda needed to be rewritten because of a change in personnel. The old policy stated that the administrator was responsible for making approval decisions, and the County currently does not have an administrator. The contingency allocation portion of the policy will remain the same. The changes being made are as follows: 1) Transfers up to and including \$25,000 from contingency funds to individual department operating budgets require County Finance Committee approval, 2) Transfers greater than \$25,000 from contingency funds to individual department operating budgets require County Board approval by two-thirds vote, 3) Transfers of personnel or capital expenses require County Board approval by two-thirds vote, 4) Expenditures covered by unanticipated revenues, that may or may not be classified as grants, require County Finance Committee approval, 5) Intradepartmental transfers of department non-personnel operating or capital budgets require Department Head approval only.

Motion from Dave Bowers: To Resolution: Establishing a Budget Amendment Policy to the Executive Committee.

Second by Jim Schielein. Motion carried unanimously by voice vote

Tom Kitson was asked to give an update from the Insurance Committee. There was a meeting scheduled for February 2020, however, the representative from the County insurance company had just resigned, so the meeting was postponed. Since the postponement, there has been no new information to discuss. The next scheduled meeting for the Insurance Committee will be in August.

Paula Meyer touched on the COVID-19 effects on the County finances during her Department Head report, but also wanted to report that there has been roughly \$13,000 dollars of additional COVID-19 related expenses to the County.

Andy Shaw and Anna Maria Kowalik were present to walk the committee through the CPACE (Commercial Property Assessed Clean Energy Program) Resolution on the agenda. CPACE is a financing option for commercial property owners to fund clean energy efficient measures for their properties. There was a lengthy discussion in regards to how the program works and what the benefits would be for the County. The Treasurer had some initial concerns and asked to view a copy of the contract before the resolution was sent to the County Board.

Motion from Jim Schielein: To table the CPACE Resolution.

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

Staci Stewart reported that a supervisor in her office had resigned last month from his position. She has been working with the Administrative Office of the Illinois Courts to do some reorganizing in the office. The Administrative Office has approved eliminating the supervisor position and redistributing the duties between line staff in the office, which is a cost savings to the County. Staci is looking to hire an additional line staff probation officer that would take on case load duties. She will be starting interviews next week.

Motion from Dave Bowers: To send the Lease Agreement with BEST to Executive Committee.
Second by Tom Kitson. Motion carried unanimously by voice vote.

Motion from Jim Schielein: To send the Lee Ogle Enterprise Fund Money to LCIDA item on the agenda to Executive Committee.
Second by Dave Bowers. Motion carried unanimously by voice vote.

No action was necessary for the Elevator Contract with Kone, Replacement Hire Request, or Resolution: County Engineer's Salary items on the agenda.

Dave Bowers explained that the Zoning Office had requested the purchase of folding tables and chairs for the committee room.

Motion from Dave Bowers: To send the Lee Ogle Enterprise Fund Money to LCIDA item on the agenda to Executive Committee.
Second by Jim Schielein. Motion carried unanimously by voice vote.

Motion from Dave Bowers: To enter into Executive Session to discuss 5 ILCS 120/2 (c)8
Second by Jim Schielein. Motion carried unanimously by voice vote.

Roll call vote going into Executive Session: Vice Chair Marilyn Shippert, Dave Bowers, Jim Schielein, and Tom Kitson.

Entered into Executive Session at 11:15 a.m.

Also present: John Nicholson, Judy Truckenbrod, Mike Koppien, Charlie Boonstra, and Becky Brenner.

Motion by Jim Schielein: To come out of Executive Session
Second by Dave Bowers: Motion carried unanimously by voice vote.

Roll call vote coming back into open session: Vice Chair Marilyn Shippert, Dave Bowers, Jim Schielein, and Tom Kitson.

Also present: John Nicholson, Judy Truckenbrod, Mike Koppien, Charlie Boonstra, and Becky Brenner.

Back into open session at 11:28 a.m.

Action coming out of Executive Session.

Motion by Tom Kitson: To spend up to \$5,000 out of the Public Safety Tax to retrofit the valves at the New LEC.
Second by Jim Schielein: Motion carried unanimously by voice vote

Motion to adjourn by Jim Schielein:
Second by Dave Bowers: Motion carried unanimously by voice vote.

Meeting adjourned at 11:35 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, July 9, 2020.

Lee County, IL
Budget Preparation Calendar
FY2021

June 29	Budget worksheets distributed to department heads.
July 22	Budget requests are due to Treasurer's office.
July 23-31	Initial tentative budget is compiled by Treasurer's office.
Aug 3-Aug 21	Finance Committee meetings with department heads
August 25@ 9-noon	Finance Committee budget hearing
August 26@ 9-noon	Finance Committee budget hearing
August 27@ 9-noon	Finance Committee budget hearing
TBD	Additional Budget hearing if necessary
August 31@ 7pm	Senior Social Services hearing
September 29	Budget is finalized
Sept 30- Oct 2	Budget ordinance is created
October 15	Place Budget on file including notice of its availability for inspection.
November 19	Budget is adopted.

LEE COUNTY
TRANSPORTATION AND SOLID WASTE COMMITTEE MEETING MINUTES
MONDAY, JUNE 8, 2020 – 7:00AM
THIRD FLOOR BOARD CONFERENCE ROOM
112 E. SECOND ST., OLD LEE COUNTY COURTHOUSE, DIXON, ILLINOIS 61021

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 in person: Jim Schielein and Doug Farster. The following members were present via online conference call: Kasey Considine, Marilyn Shippert, and Mike Broome. Also present: County Board Chairman John Nicholson, IT Director Mike McBride, County Treasurer Paula Meyer (7:00 – 7:20), and County Engineer David Anderson.

Motion by Shippert: To approve the minutes from the May meeting. **Second by Farster:** *Motion carried.*

Ms. Meyer presented a resolution establishing a budget amendment policy that will be presented to the full board this month.

The committee audited claims from the previous month. The claims were as follows: County Highway \$12,743.24 and payroll of \$65,662.16; County Special Bridge \$16,668.40; County Motor Fuel \$132,549.43 and Township Motor Fuel \$91,236.92. The committee also reviewed the request for deposit of funds in the amount of \$27,747.10 into the County Highway Fund and \$123.55 into the County Special Bridge Fund. **Motion by Farster:** To approve the claims. **Second by Shippert:** *Motion carried.*

County Highway Report:

- Mr. Anderson described the issue that has rendered the excavator inoperable and reported that the repairs could total over \$20,000. After discussion, the committee agreed that repairing the machine is the best option at this point.
- Mr. Anderson informed the committee that due to retirement, a vacancy will exist for an Engineering Technician. The committee discussed the issue and instructed Mr. Anderson to delay the re-hire until the County’s financial picture comes into focus in the coming months.
- An MFT appropriation resolution for the County Engineer’s salary was presented. After discussion, **Motion by Farster:** to approve the resolution. **Second by Considine:** *Motion carried.*

The tabulation of bids received for the projects below on June 5, 2020 were recited. Each of the projects is locally funded by the respective township and requires no action by the County Board.

SECTION NO.	DESCRIPTION	LOW BIDDER	BID PRICE
20-18000-00-RS	South Dixon Twp. HMA	Porter Brothers	\$68,121.12
20-05000-01-RS	Brooklyn Twp. HMA	Civil Constructors	\$85,281.00
20-21000-01-GM	Willow Creek Twp. Seal Coat	Porter Brothers	\$152,044.80

Solid Waste Report:

The Department plans to open the electronics recycling program back up on June 9th.

The next Transportation and Solid Waste Committee meeting will be on Monday, July 6, 2020 at 7:00 a.m. at the Highway Department office in Amboy.

Motion by Farster: To adjourn at 8:30 A.M. **Second by Broome:** *Motion carried.*

Respectfully Submitted,

David Anderson



UNAPPROVED

This meeting was held via conference call per the Governor of Illinois, J.B.Pritzker's signed "Executive Order 2020-07" on March 16, 2020, Section 6, during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020, the provisions of the open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended and "Executive Order 2020-08" on March 21, 2020, all public gatherings in the State of Illinois of 10 People or more are prohibited during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020.

The public was notified on June 5, 2020, via the Lee County website to email public requests to: countyboardrequests@countyoflee.org and the meeting was live streamed on June 9, 2020, at <http://www.youtube.com/channel/UCO3ZPalJgtBWmfphOrstLXA>

Properties/Planning/Zoning Committee Meeting – June 9, 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, Chris Norberg, and Danielle Allen were present in person, Vice Chair Bill Palen, David Bally, and Marvin Williams were present via Zoom video conferencing.

Members absent: None

Board Members Department Heads, or Employees Present: John Nicholson (County Board Chairperson), Charley Boonstra (State's Attorney), Mike McBride (IT), Dee Duffy (9:00-9:31), Greg Gates (LOTS), Paula Meyer (9:15-10:15), and Becky Brenner (Board Secretary), present in person, Teri Zinke (Animal Control), Greg Saunders (Maintenance Supervisor), and Kevin Lalley (EMA) all present via Zoom teleconferencing.

Approval of Minutes

The May 2020 minutes of the Properties/Planning/Zoning Committee were approved as written without modification.

Review of Claims & Reports

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

Second by Danielle Allen. Motion carried unanimously by voice vote.

Department Head Reports

Greg Saunders reported that the exterior soffit lights at the New Courts Building are being replaced with new LED lighting at a cost of \$1,278.00. He also reported that bids are being requested to replace the lighting in the South parking lot at the New Courts Building with LED lighting. Greg will be contacting ComEd to see if there are any rebates/grants available for these improvements. He also reported that he has received the Food Pantry Fire Alarm System but is waiting for an outside mounting device to be delivered before the system can be installed.

Dee Duffy reported that the first two Zoning hearings for Shady Oaks Phase 2 (Petition 20-P-1552) were held on June 4th and June 8th. The meetings were open to the public. Because of COVID-19 restrictions the meetings were held using Zoom in the committee room and a space set up in the first floor foyer. There will be 5 (five) additional hearings coming up and the findings and recommendations coming out these hearings will possibly be presented to the County Board during the July meeting. Dee also wanted the committee to consider purchasing new tables and chairs for the committee room to accommodate larger meetings in the future. With the furniture currently available, it is very difficult to configure the room for a large meeting.

Teri Zinke reported that the office rescued a kitten that had fallen down a drain pipe at the Old Courthouse. The Maintenance Department capped the pipe so this could not happen again. Teri also asked the committee if Animal Control should be opening July 1st. She was encouraged to contact the Health Department for instruction going forward.

Greg Gates walked the committee through LOTS monthly report. Since COVID-19 ridership has dropped by 65.8% when compared to normal capacity. LOTS submitted a request for \$2,794,702.50 from the \$200 million REBUILD Illinois Program. The full report will be included in the June County Board Agenda Packet.

Old Business

Greg Gates reported that the LOTS Safety and Security Plan will most likely be submitted to the County Board in July.

Dave Bowers reported that the Fraud Awareness and Protection training has been delayed due to COVID-19. He also explained that the County is applying for a Rebuild Illinois Program Grant. If awarded the grant money, the County would be fully funded for the demolition of the Old Jail, and new construction on the same site with holding cells, sally port, an Emergency Operating Center, and secure judge parking.

Dave Bowers also walked the committee through the New Courts Building and Old Courthouse phone upgrades item on the agenda. Bids were received from two different vendors to upgrade the phone system to VOIP (Voice Over IP), replace wiring and network switches, and run fiber between the two buildings. Bids for changing computer communication between the two buildings to fiber will be forthcoming.

Paula opened up the discussion in regards to the reopen date of the Old County Courthouse. Due to the high volume of public traffic into the building during real estate tax collection, it was suggested by several Department Heads, that the building remain closed to the public or open by appointment only until the end of July. This would allow for the offices to continue meeting the needs of the public while maintaining safe distancing practices for the employees and the public.

New Business

Dave Bowers reported that permanent sneeze guards would be installed at the counters in the Election Department, Vital Records and the Recording Office. Before any permanent sneeze guard are installed at the counters in the Treasurer's Office or the Assessment Office, modifications will have to be done to make the offices more secure. Greg Saunders got two different quotes for the sneeze guard installation and one was quite a bit less expensive than the other.

Motion from Chris Norberg: To refer the Sneeze Guard item on the agenda to Finance for up to \$5,400.00.

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

Greg Saunders reported that he had reevaluated the elevator contracts with Kone for both buildings and was able to negotiate a contract that would save the County \$2,856.24 per year for the next 5 (five) years. He is looking for approval from Finance to renew the contracts at the lower price.

Motion from Chris Norberg: To send the Kone contracts to the Finance Committee for Approval.

Second by Marvin Williams. Motion carried unanimously by voice vote.

Paula Meyer reported that the Budget Adjustment Policy Resolution on the agenda needed to be rewritten because of a change in personnel. The old policy stated that the administrator was responsible for making approval decisions, and the County currently does not have an administrator. The contingency allocation portion of the policy will remain the same. The changes being made are as follows: 1) Transfers up to and including \$25,000 from contingency funds to individual department operating budgets require County Finance Committee approval, 2) Transfers greater than \$25,000 from contingency funds to individual department operating budgets require County Board approval by two-thirds vote, 3) Transfers of personnel or capital expenses require County Board approval by two-thirds vote, 4) Expenditures covered by unanticipated revenues, that may or may not be classified as grants,

require County Finance Committee approval, 5) Intradepartmental transfers of department non-personnel operating or capital budgets require Department Head approval only.

Motion from Marvin Williams: To move the Lease Agreement with BEST to the Finance Committee.

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

Motion to adjourn by: Bill Palen

Second by Chris Norberg. Motion carried unanimously by voice vote.

Meeting adjourned at 10:15 a.m.

Respectfully submitted by,
Becky Brenner – County Board Secretary

The next scheduled meeting for Properties/Planning/Zoning Committee will be 9:00 a.m., on Tuesday, July 7, 2020



Report to Properties Committee of Lee County Board

June 9, 2020 | 9:00 AM

1.) Updates

- a. Safety and Security Plan for LOTS
 - i. Follow-up from the November, 2019 Compliance Review

2.) COVID-19/Coronavirus Pandemic / Impact on Public Transportation

- a. Ridership has dropped by 65.8% when compared to normal capacity
 - i. Ridership is beginning to pick up
 - ii. Marketing efforts for the system have resumed
 - iii. Fares are not being collected by LOTS system
 - 1. New moneyless system – ParaPass of CTS – being implemented
 - iv.
- b. Following protocols remain in place
 - i. Fares are not being charged to Riders.
 - ii. Riders and Drivers must wear face masks (unless medical condition)
 - iii. Riders are being asked to social distance themselves to the farthest seat.
 - iv. Sanitizing protocols are enacted before/after trips.
 - v. New UV Sanitizing equipment being used on vehicles.
 - vi. Daily sanitizing protocols in place at Reagan Transit Center
 - vii. Drivers and staff take temperature taken before/after shift.
- c. IDOT coordinating reimbursement of COVID-19 activities with Cares Act funding
 - i. 100% reimbursement / no local match required
 - ii. Activities being summarized by staff
 - iii. Cares Act funding will likely absorb all of 4th QTR expenses.
 - 1. Funding allotments have been secured for LOTS & Greyhound routes.

3.) New Capital Funding of Projects

- a. \$200 million REBUILD Illinois Program
 - i. Application due into to IDOT by May 28
- b. LOTS submitted request for \$2,794,702.50
 - i. Second administrative/maintenance location in Ogle County (\$2,576,600)
 - 1. Includes costs for architectural and engineering, purchase of property location, mechanical equipment and office equipment.
 - ii. Three (3) new Ford Transit Vans (\$164,182.50)
 - 1. One vehicle will be for expansion
 - 2. Two vehicles will be replacement of current vehicles
 - iii. Video surveillance cameras on buses, 4x/bus (\$54,000.00)

4.) FY 2021 Contracts

- a. Applications submitted to IDOT for FY 2021 (July 1, 2020 – June 30, 2021).
 - i. Applications including the following fund amounts...
 - 1. 5311: \$245,411
 - 2. 5311F (I-88): \$1,084,542
 - 3. 5311F (I-39): \$899,606
 - 4. DOAP funding: \$1,414,400

5.) National Center of Mobility Management Grant

- i. 8-Month Project period ended with Final report sent in May 15, 2020
- ii. Implementation funding will likely be made available to LOTS.

6.) Update on Capital Projects

- a. Maintenance Garage/Wash Bay construction project.
 - i. Awaiting IDOT final walk through
 - ii. Landscaping remains to be completed
 - iii. Signage also being completed
- b. Canopy Project – front of Reagan Transit Center
 - i. Sjostrom and Sons awarded as “lowest bidder”
 - ii. Awaiting IDOT approval of contract with Sjostrom and Sons
 - iii. Construction completed by October, 2020.

7.) Claims vs. Revenue

- a. REVENUE / 5311: \$ 15,351.86 (for this month)
- b. EXPENSES / 5311: \$ 19,096.63 (for this month)

- c. EXPENSES / 5311F: \$ 7,500.00 (Marketing of I-39/Greyhound route)
- d. EXPENSES / 5311F: \$ 3,750.00 (Marketing of I-88/Greyhound route)
- \$ 11,250.00

8.) Requisitions

Funding Source	Quarter	Amount	Received Y/N
5311	3 rd Quarter	\$ 0.00	Expended in 1 st QTR
DOAP	3 rd Quarter	\$436,866.08	Requisition submitted
5311F (I-88)	3 rd Quarter	\$276,958.49	Requisition submitted
5311F (I-39)	3 rd Quarter	\$269,404.16	Requisition submitted





UNAPPROVED

This meeting was held via conference call per the Governor of Illinois, J.B. Pritzker's signed "Executive Order 2020-07" on March 16, 2020, Section 6, during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020, the provisions of the open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended and "Executive Order 2020-08" on March 21, 2020, all public gatherings in the State of Illinois of 10 People or more are prohibited during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020.

The public was notified on June 4, 2020, via the Lee County website to email public requests to: countyboardrequests@countyoflee.org and the meeting was live streamed on June 8, 2020, at <http://www.youtube.com/channel/UCO3ZPalJgtBWmfphOrstLXA>

ADMINISTRATIVE SERVICES COMMITTEE – Monday, June 8, 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, Jim Horstman, and Danielle Allen were present in person, Bill Palen was present via Zoom video conferencing.

Members absent: Jim Wentling

Board Members, Department Heads, or Employees present: John Nicholson (County Board Chairperson) (9:08-10:59), Mike McBride (IT/GIS), Paula Meyer (Treasurer)(9:00-10:33,10:48-10:59), Charley Boonstra (State's Attorney) and Becky Brenner (Board Secretary) were all present in person, Cathy Myers (County Clerk)(9:00-9:35)(10:44-10:59), Bob Sondgeroth (ROE), Wendy Ryerson (Assessor), Jim Gorman (Veteran's Assistance), were all present via Zoom video conferencing.

Minutes of the May 2020 Administrative Services Committee meeting were approved with 1 (one) modification.

Review of Claims and Reports:

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

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

Department Head Reports

Cathy Myers reported that after last month's meeting there were two (2) reimbursements to the request for deposit of funds. She deposited into the County General Fund, \$4,590 in reimbursements for the Election Judges from the March Election and \$315.68 which was reimbursed from the HAVA Grant for hand sanitizer that was made available during the election process. She is waiting for a quote to come back for the cost of installing permanent protective glass at the counters in the Election Department, Vital Records and the Recording Office. Cathy also reported that due to COVID-19, the Senate passed Bill 1863 which requires all election authorities to mail out a vote by mail application by August 1, 2020, to any voter that has voted in the last three elections (2018 General Election, 2019 Consolidated Election, and the 2020 Primary Election) so they can receive a vote by mail ballot. If the voter does not respond to this mailing by September 15, 2020, they will receive a notice from the Secretary of State. If the voter does not respond to the September 15th mailing, a second mailing will be made on October 15th, by the Secretary of State. In Lee County, this would mean mailing roughly 13,00 vote by mail applications at a cost of roughly \$7,000 in postage. In addition to letting the voter vote by mail, the County is still required to have all the precinct voting locations open. The CARES Act will reimburse some of the cost of postage, additional equipment, and part-time help. The reimbursement amount will be calculated from the 2010 census and the number of voters in the County. She informed the committee that this requirement might cause her to be over budget in the election line item. Cathy did mention that everything included in the new Senate bill would expire in January of 2021, so this process would only be for the November 2020 Election. She also mentioned that Anheuser-Busch would donating hand sanitizer to all the election authorities for their precincts for the November 2020 Election.

Paula Meyer reported that before any permanent protective glass is installed at the counters in the Treasurer's Office, some remodeling will have to be done to make the office layout more secure. She also reported that her office has been collecting real estate taxes for the last two weeks from a modified window on the first floor.

Paula and Wendy opened the discussion in regards to the reopen date of the Old County Courthouse. Due to the high volume of public traffic into the building during real estate tax collection, it was suggested by several Department Heads that the building remain closed to the public or open by appointment only until the end of July. This would allow for the offices to continue meeting the needs of the public while maintaining safe distancing practices for the employees and the public. Judy Truckenbrod recommended passing this item on to the Executive Committee for further discussion.

Bob Sondgeroth reported that the office has been working with numerous school districts and the three County Health Administrators on ways to provide graduation ceremonies for high school graduations. The Professional Development Department has done a wonderful job with remote learning and keeping everyone informed and that there were 630 participants in the month of May. The full ROE report will be included in the May County Board Agenda Packet.

Jim Gorman reported that VA transportation is still shut down all across the country, with no definite date for startup. The VA has allowed for emergencies and treatments that are scheduled on a weekly basis such as chemotherapy and dialysis. IT did get the laptop for the office up and running.

Wendy Ryerson reported that day to day office operations have been modified because of COVID-19. Additional mailings have been sent out to notify and inform Homestead Exemption individuals of the new processes and changes so they can apply. Township officials and contracted field representatives are out doing property inspections. These individuals are being supersensitive in regards to social distancing and wearing protective face masks around the public. Some estimated information will have to be used this year for assessments with a follow-up next year to confirm that the estimated information was accurate.

Mike McBride reported that he continues to setup and run County Zoom meetings. The meetings are also recorded on YouTube. He also reported that the new anti-virus software had been purchased and the install process had started.

John Nicholson reported that the County did publish a press release in several of the area newspapers with updates on how all the offices were operating during COVID-19.

Old Business

The committee continued to work through the board rules to see if corrections or adjustments need to be made.

New Business

Paula Meyer reported that the Budget Adjustment Policy Resolution on the agenda needed to be rewritten because of a change in personnel. The old policy stated that the administrator was responsible for making approval decisions, and the County currently does not have an administrator. The contingency allocation portion of the policy will remain the same. The changes being made are as follows: 1) Transfers up to and including \$25,000 from contingency funds to individual department operating budgets require County Finance Committee approval, 2) Transfers greater than \$25,000 from contingency funds to individual department operating budgets require County Board approval by two-thirds vote, 3) Transfers of personnel or capital expenses require County Board approval by two-thirds vote, 4) Expenditures covered by unanticipated revenues, that may or may not be classified as grants, require County Finance Committee approval, 5) Intradepartmental transfers of department non-personnel operating or capital budgets require Department Head approval only.

Motion to Adjourn by Jim Horstman:

With no further business, meeting was adjourned at 10:59 a.m.

Respectfully submitted by:

Becky Brenner, County Board Secretary

The next scheduled meeting for Administrative Service Committee will be Monday, July 6, 2020, at 9:00 a.m.

Regional Office of Education June Committee Report

Graduations

Mr. Sondgeroth and Mr. Tennyson have been working with numerous school districts and the three County Health Administrators on ways to provide some sort of graduation ceremony for our high school graduates. Several districts have organized events like drive through graduations, which will allow families to drive up to the school one car at a time and have their student get out to receive their diploma and take pictures. We have been excited by some of the inventive ways that principals and superintendents have been honoring their graduates.

Professional Development

The Office of Professional Learning has been working diligently to support teachers, administrators, and educational support staff as they transition their teaching and learning to a remote format. We have provided opportunities for teachers to network, collaborate, and connect through Zoom via one hour job-alike sessions. Sessions have been well received by educators, who appreciate the support and opportunity to come together.

May Participants – 630

During the month of May our Guest Facilitators were: Peggy Potthoff, Ben Sondgeroth, Kelly Flanagan, Karla Belzer, Meg Ormiston & Diana Merdian

Friday, May 1

Gather Evidence of Learning Remotely for Grade PreK-2 @ 10:30 a.m.

Monday, May 4

PreK-12 Special Education & Interventionists @ 9 a.m.

Tuesday, May 5

6-12 Grade ELA @ 9 a.m.

Paraprofessionals @ 9 a.m.

6-12 Grade Science @ 10:15 a.m.

Librarians @ 10:15 a.m.

PreK-2nd Grade @ 12:00 p.m.

Curriculum Directors & Instructional Coaches @ 1:00 p.m.

Wednesday, May 6

6-12 Grade Math @ 9 a.m.
K-12 Music Teachers @ 9 a.m.
6-12 Grade Social Science @ 10:15 a.m.
K-12 PE Teachers @ 10:15 a.m.
Tech Tools to Celebrate & Close the Year with Students @ 11:00 a.m.
3rd – 5th Grade @ 12:00 p.m.
The Importance of Closure for Students & Educators @ 1:00 p.m.

Thursday, May 7

Administrators @ 9 a.m.
Parenting Networking @ 3:00 p.m.

Friday, May 8

Closing the School Year with Mindfulness @ 10:15 a.m.

Monday, May 11

Assessment & Grading @ 11:00 a.m.

Tuesday, May 12

Preparing to Close the Learning Gap @ 11:00 a.m.

Wednesday, May 13

Student Engagement & Relationships @ 11:00 a.m.
Curriculum Directors & Instructional Coaches @ 1:00 p.m.

Thursday, May 14

Administrators @ 9 a.m.
What do we need to be prepared? Summer Learning Preview @ 1:00 p.m.

Friday, May 15

Bringing Student Learning to the Great Outdoors @ 9 a.m.

Wednesday, May 20

Preschool Family Support Specialists @ 10:15 a.m.

Thursday, May 21

Administrators, Curriculum Directors & Instructional Coaches @ 9 a.m.

Tuesday, May 26

Leading NOW Classrooms (Admin Acad) day 1 @ 9 a.m.

Wednesday, May 27

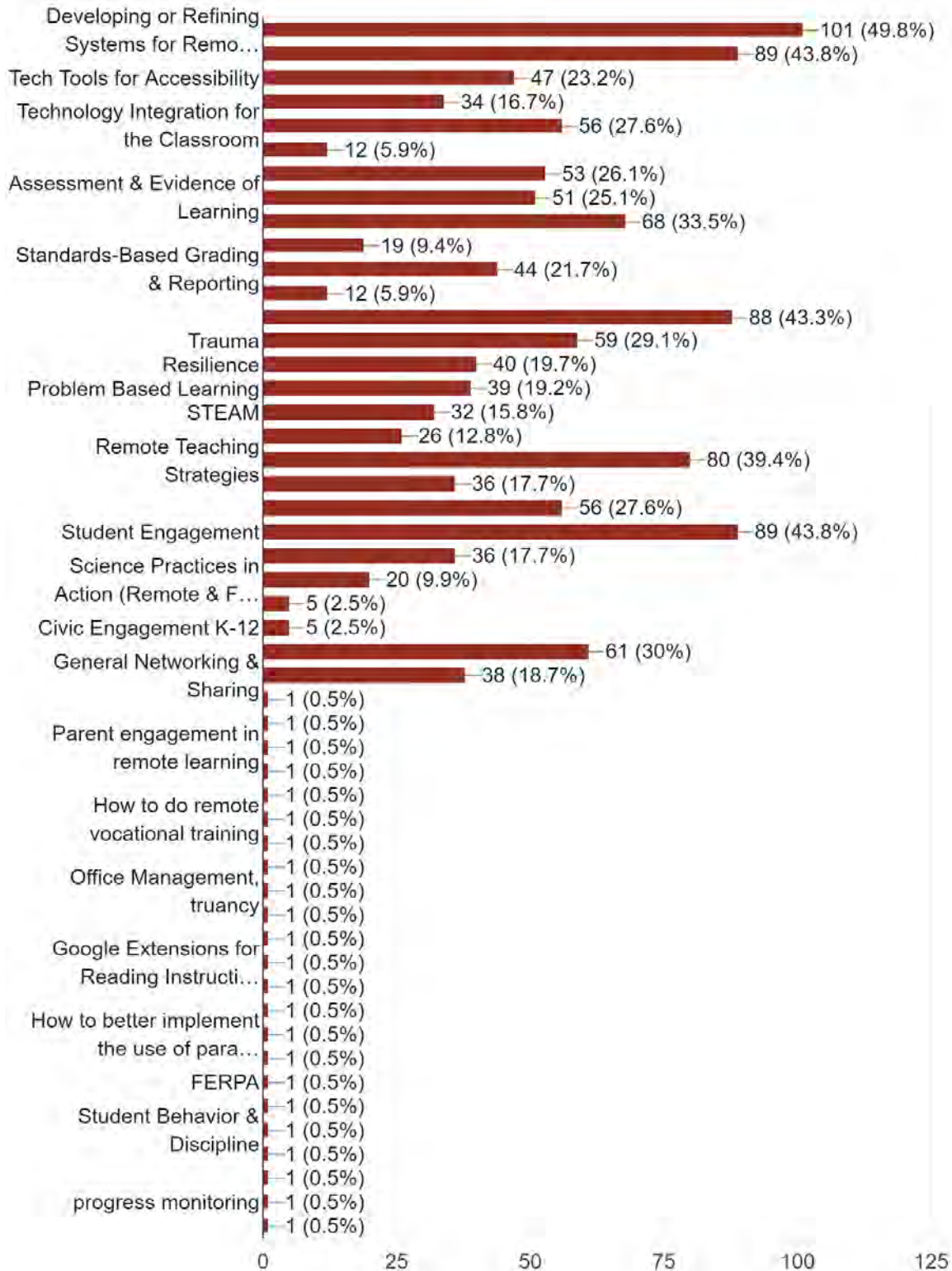
Leading NOW Classrooms (Admin Acad) day 2 @ 9 a.m.

The Office of Professional Learning has cancelled or postponed face-to-face sessions for the month of May, June & July and continue to migrate as much training and support as possible to a digital distance format. School improvement meetings, teacher coaching, career pathway endorsement work, and transitional math & ELA work also continue on a virtual basis.

All summer learning is in response to the Needs Assessment survey data collected by the office in May 2020. Over 200 teachers, administrators & paraeducators responded.

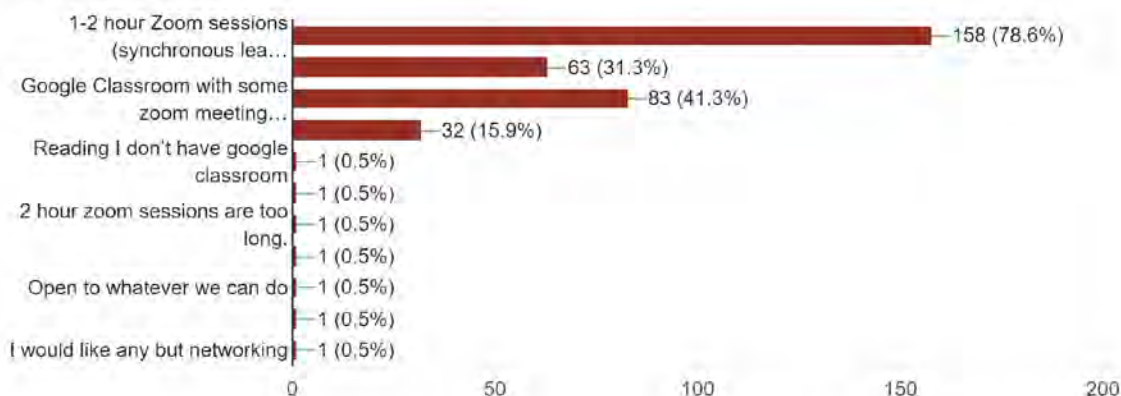
I would like additional support and training related to the following topics (please mark all that apply)

203 responses



Given our social distancing for this summer, I learn best by (check all that apply)

201 responses



Sessions for June include: "Help for Billy" (response to trauma) book study via Google Classrooms; NOW Classrooms (preparing teachers for fall); technology; and other sessions TBD.

Family Educators in the department maintain close contact with their at-risk preschool families in Rock Falls & Amboy. Family Educators have identified and communicated community resources during this uncertain time. They are also working to develop family engagement opportunities for families and young children using platforms such as facebook and zoom.

Director of Professional Learning Anji Garza has been working to keep the ROE Facebook page updated with news, information, and resources for teachers, administrators, and families during this time of crisis. The office is using #strongertogether47 to highlight the incredible things schools and districts in Lee, Ogle & Whiteside counties are doing for their students, families & communities.

The Office of Professional Learning partnered with Sauk Valley Community College and other high school LEAs to submit an educational career pathway endorsement grant application. If awarded, this would result in 1 million dollars spread out over 4 years of the grant. The department has 2 other grant that it is working to partner, write & submit to diversify funding streams and meet community needs.

The Office of Professional Learning welcomes Stacey Dinges as our new Digital Teaching & Learning Specialist and Kim Suedbeck as a new EMPOWeR coach for Paw Paw School District.

Regional Center for Change

Students and staff continued with remote learning and our last day of remote learning was May 15th. What a year for C4C! We combined 2 campuses - Nachusa and Thome, hired new staff, survived a pandemic, created a logo, mission statement, ups and downs of an alternative school and enrollment was through the roof! First and foremost we believe that teamwork makes the dreamwork and we are strong because we are a family and it all starts with Mr. Sondgeroth and Mr. Tennyson. Through it all we came together as a staff and school. We had 10 students successfully graduate high school from the following districts: Amboy High School, Sterling High School, Stillman Valley High School, and Dixon High School. We had 6 students graduate 8th grade and promoted to high school from the following districts: Reagan Middle School, Challand Middle School, and Rock Falls Middle School. Through the support of local rotary clubs and Mr. Sondgeroth we have 68 chromebooks coming this fall to C4C to assist with the ever changing school environment and remote learning.

Mission Statement

At C4C we are dedicated to student achievement in school and life, instilling HOPE for a future, self-confidence NOW, and RESILIENCE forever!



Truancy At-Risk Team

For the months of March, April, and May, the Truant Alternative Program adapted our services from truancy intervention to remote learning assistance. We opened our case management from serving over 600 students to serving any student in all school districts that had not been engaged in E-learning or where there was a concern with lack of progress. We continued to contact families via social media, phone, text, and home visits when it was safe to do so. We were able to link many families in situations where contact for or with the school had been lost, there was a new address change, confusion on how to proceed with online classes and homework, or availability to drop off and pick up work in a timely manner. In this process, we continued to identify McKinney-Vento eligible students and provided necessary services. Our team has delivered supplies, hygiene necessities, and arranged linkage to community resources for mental health and family support. With the possibility of remote learning in the Fall, we are modifying our program to develop and resume this assistance for all districts as well as adding

online classes for those students who remain behind in credits once E-learning is discontinued. We will be working with the Center for Change to provide this online option for students that are at-risk of dropping out and are truant eligible. During the last several months, our case management team has also helped to provide fun learning tools to other ROE programs for parent/child engagement including video book readings, STEM experiments, and easy recipe sharing.

Education Outreach Program

The Education Outreach Program staff has remained in contact with our students through phone, email, text, and Facebook during the COVID-19 shutdown. We continue to provide case management, GED instruction, work-based learning services, and job search assistance to our students to help them stay focused on their academic and career goals. At this time, we are still uncertain when GED testing will resume but we continue to help our students prepare for their exams.

Our instructors conduct virtual office hours and are utilizing the following methods to continue to provide GED instruction to our students.

- i-Pathways online lessons
- Khan Academy lessons assigned through Google Classroom
- GED practice tests
- GED study packets
- GED instruction via Zoom meetings and Facebook Videos

Our instructors will also be offering onsite individual GED instruction on an appointment basis beginning in June.

In addition to providing GED instruction, we are assisting students with job searches, resumes, and refreshing their employment soft skills in preparation for when the shelter in place order has been lifted and more employment opportunities become available. We are also assisting several students who have recently graduated with their enrollment in post-secondary education for the fall.



UNAPPROVED

This meeting was held via conference call per the Governor of Illinois, J.B. Pritzker's signed "Executive Order 2020-07" on March 16, 2020, Section 6, during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020, the provisions of the open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended and "Executive Order 2020-08" on March 21, 2020, all public gatherings in the State of Illinois of 10 People or more are prohibited during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020.

The public was notified on June 8, 2020, via the Lee County website to email public requests to: countyboardrequests@countyoflee.org and the meeting was live streamed on June 10, 2020, at <http://www.youtube.com/channel/UCO3ZPaJgtBWmfph0rstLXA>

Public Safety, Health and Judicial Committee Meeting – Wednesday, June 10, 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 Mike Koppien

Roll Call: Chair Mike Koppien, Vice Chair Charlie Thomas, and Mike Broome were present in person, Katie White was present via Zoom video conferencing.

Members absent: Jim Wentling and Tim Deem.

Board Members, Department Heads, or County Employees Present: John Nicholson (County Board Chairperson), Charley Boonstra (State's Attorney), Mike McBride (IT/GIS), John Simonton (Sheriff), Paula Meyer (9:57-10:00) and Becky Brenner were present in person, Staci Stewart (Probation), Denise McCaffrey (Circuit Clerk), and Kevin Lalley (EMA), all present via Zoom video conferencing.

The May 2020 minutes of the Public Safety, Health and Judicial Committee were approved without modification.

Review of Claims & Reports

Motion from Charlie Thomas: To approve all Circuit Clerk, Sheriff, Coroner, State's Attorney, Probation, EMA, Public Defender, Judge Ackert, Judge Friel-Draper, Judge Klahn, and Judge Lee's claims.

Second by Mike Broome: Motion carried unanimously by voice vote.

Department Head Reports

John Simonton reported that the Sheriff's Office has applied for a 100% fully funded grant through the Rebuild Illinois Grant Program. If awarded, the grant would include the demolition of the Old Jail, the rebuild of the Emergency Operations Center, holding cells, 2 (two) sally ports, and secure Judge parking. Ringland Johnson has a design completed which will be submitted with the grant information.

Kevin Lalley reported that the EOC is operating daily for COVID-19. They continue to receiving PPE stock and intelligence from IEMA (Illinois Emergency Management Agency). Seek Scan (temperature screening system) has been installed at the New Courts Building. He also reported that the storm that came through Tuesday night took down power throughout the County. The office assisted the Stephenson County Sheriff's Department a week ago by installing remote video cameras on several downtown rooftops. Feed from these cameras transmitted information back to

department cell phones. Kevin was also in Bureau County helping access flood damage. EMA department was awarded a \$4,794 grant through United Way to enhance internal communications. These funds will be used to purchase several 75" monitors and an 8x8 matrix switcher.

Old Business:

John Simonton reported that the retrofitting of the Old Jail could be taken off the agenda.

Staci Stewart reported that a supervisor in her office has left. She has been working with the Administrative Office of the Illinois Courts to do some reorganizing in the office. The Administrative Office has approved eliminating the supervisor position and redistributing the duties between line staff in the office, which is a cost savings to the County. Staci is looking to hire an additional line staff officer that would take on case load duties. No action on this item was necessary for this committee.

New Business

Motion from Charlie Thomas: To move Resolution: Reappointment of Brad Sibley to the Lee County Emergency Telephone System Board to the Executive Committee.

Second by Mike Broome: Motion carried unanimously by voice vote.

Paula Meyer reported that the Budget Adjustment Policy Resolution on the agenda needed to be rewritten because of a change in personnel. The old policy stated that the administrator was responsible for making approval decisions, and the County currently does not have an administrator. The contingency allocation portion of the policy will remain the same. The changes being made are as follows: 1) Transfers up to and including \$25,000 from contingency funds to individual department operating budgets require County Finance Committee approval, 2) Transfers greater than \$25,000 from contingency funds to individual department operating budgets require County Board approval by two-thirds vote, 3) Transfers of personnel or capital expenses require County Board approval by two-thirds vote, 4) Expenditures covered by unanticipated revenues, that may or may not be classified as grants, require County Finance Committee approval, 5) Intradepartmental transfers of department non-personnel operating or capital budgets require Department Head approval only.

Motion to adjourn by Mike Broome:

Second by Katie White: Motion carried unanimously by voice vote.

With no further business, meeting was adjourned at 10:01 a.m.

Respectfully Submitted by,
Becky Brenner – County Board Secretary

The next scheduled meeting for the Public Safety Committee will be 9:00 a.m., on Wednesday, July 8, 2020

LEE COUNTY PROBATION & COURT SERVICES
MONTHLY STATISTICS SUMMARY and DEPENDENT CHILDRENS EXPENSE

Date: May County Board Meeting **RE:** April 2020 Reported Statistics

Adult Probation Caseload

<u>188</u>	Felony	<u>437</u>	Active Administrative Cases
<u>57</u>	Misdemeanor	<u>130</u>	Inactive/Warrant/DOC Status
<u>19</u>	DUI		
<u>40</u>	Traffic	<u>2</u>	Pre-Sentence Investigations (completed)
<u>304</u>	Total	<u>13</u>	Case Violations Reported
<u>220</u>	Pre Trial Cases		Probation Service Fees Collected <u>\$3,653.88</u>
<u>6</u>	New Probation Cases This Month		
<u>4</u>	New Administrative Cases This Month		

Public Service Employment

<u>52</u>	Total Number Ordered to Public Service Employment
<u>8075</u>	Total Number of Hours Ordered
<u>0</u>	Hours completed This Month

Juvenile Probation Caseload

<u>20</u>	Adjudicated Cases
<u>54</u>	Pending Court/Police Reports Received/Investigations

Dependent Children Expense

Residential Placement/Detention	Amount of Claim
Kane County Juvenile Justice Center @ \$130.00 p.d.	\$0
Residential Placement	\$0

Minor Room & Board Reimbursement
Collected This Month: \$ 140.00
Collected This Fiscal Year: \$ 290.00

Respectfully submitted,

Staci Stewart
Director

LEE COUNTY PROBATION & COURT SERVICES
MONTHLY STATISTICS SUMMARY and DEPENDENT CHILDRENS EXPENSE

Date: June County Board Meeting **RE:** May 2020 Reported Statistics

Adult Probation Caseload

<u>183</u>	Felony	<u>431</u>	Active Administrative Cases
<u>56</u>	Misdemeanor	<u>129</u>	Inactive/Warrant/DOC Status
<u>18</u>	DUI		
<u>40</u>	Traffic	<u>0</u>	Pre-Sentence Investigations (completed)
<u>297</u>	Total	<u>7</u>	Case Violations Reported
<u>227</u>	Pre Trial Cases		Probation Service Fees Collected <u>\$ 3,045.83</u>
<u>5</u>	New Probation Cases This Month		
<u>7</u>	New Administrative Cases This Month		

Public Service Employment

<u>51</u>	Total Number Ordered to Public Service Employment
<u>8045</u>	Total Number of Hours Ordered
<u>30</u>	Hours completed This Month

Juvenile Probation Caseload

<u>17</u>	Adjudicated Cases
<u>49</u>	Pending Court/Police Reports Received/Investigations

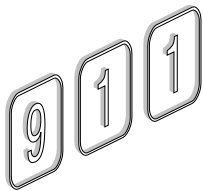
Dependent Children Expense

Residential Placement/Detention	Amount of Claim
Kane County Juvenile Justice Center @ \$130.00 p.d.	\$0
Residential Placement	\$0

Minor Room & Board Reimbursement
Collected This Month: \$ 150.00
Collected This Fiscal Year: \$ 440.00

Respectfully submitted,

Staci Stewart
Director



911 Meeting Minutes

Lee County E.T.S.B

May 28, 2020 4:30 PM

Meeting called by: Chairman Sibley
Monthly Board Meeting

UNAPPROVED

Attendees: 911 Commissioners; Director Dallas

- **Call to Order**

Chairman Sibley called the meeting to order at 4:30 pm at the Lee County PSAP.

Ryan Buskohl	05-16-2023	Present presenting Medical
Tim Deem	12-01-2020	Present representing Lee County Board via phone
Steve Gilmore	05-16-2023	Present representing Fire District
Pat Hilliker	05-16-2021	Present resenting Fire District
Deb Killian	Sheriff's Designee	Present representing Lee County Sheriff
Mike Koppien	07-16-2021	Present Law Enforcement via phone
Kevin Lalley	05-16-2023	Absent representing At Large Arrived at 4:35
Brad Sibley	06-14-2020	Present representing Law Enforcement
Josh Tucker	05-16-2021	Present representing Medical

- **Prior Minutes**

Ryan Buskohl made a motion, seconded by Josh Tucker, that the minutes from January 23, 2020 ETSB meeting be approved and published. Motion carried unanimously.

- **Visitor Comments - None**

- **Treasurer's Report:** Midland ETSB Operating Account: \$40,845.51; NG911 Reserve (Sauk Valley Bank): \$1,334,557.76; NG Investment CD: \$250,000.00; NG-2 Investment CD: \$249,000.00
Total ETSB Funds: \$1,874,403.27. Pat Hilliker made a motion, seconded by Josh Tucker, that the Treasurer's monthly balance report be approved as submitted. Chairman Sibley called for discussion; there being none, motion carried unanimously.

The ETSB financial report for year ended November 30, 2019 was provided by WipFli. Board members were encouraged to review and bring back any questions prior to the next ETSB meeting. A brief overview of surcharge and expenditures was provided by Director Dallas. Financial report was tabled until the July meeting.

- **Claims:** Claims were reviewed. Deb Killian made a motion, seconded by Josh Tucker, that claims, including those paid in vacation, totaling \$77,742.44 be approved. Chairman Sibley called for discussion; hearing none, the vote was called for as follows:

Ryan Buskohl	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Tim Deem	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Steve Gilmore	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Deb Killian	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Mike Koppien	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Kevin Lalley	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	Abstain <input checked="" type="checkbox"/>
Brad Sibley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Josh Tucker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	

- **Old Business**

911 phone system migration was successfully completed in February. The CenturyLink account was adjusted to account for decrease in line count within the Dixon (288, 285, 284), Harmon (359), and Grand Detour (652) phone

exchange areas. The ETSB was pro-rated Jan-May, 2020 receiving approximately \$6200 in credit; spreadsheet was provided for Board members to review.

Signage for the front of the 911 building has been installed with assistance from Board members P. Hilliker and J. Tucker; Morley did a great job on the signage. The new awning from Berg Industries was placed above the front entrance of the PSAP.

- **Executive**

Emergency expenditure allowance was discussed. Chairman Sibley advised that often times an emergency building maintenance or operations situation can't wait for full Board approval. He suggested that Director Dallas be allowed, with approval from the Chair, Property Chair or a member of the Executive Board, to authorize expenditures without full Board approval in an emergency situation. The City authorizes department heads \$1500 for day to day maintenance issues. After minimal discussion, Deb Killian made a motion, seconded by Steve Gilmore, that the ETSB Director be authorized, upon approval from the ETSB Chairman or Vice-Chairman, for expenditures up to \$10,000 for urgent building maintenance, mechanical, or communication equipment needs, and up to \$1500 for miscellaneous items necessary for day to day operations or building maintenance needs, to be approved in vacation at the next scheduled ETSB meeting. Chairman Sibley called for further discussion; hearing none, the vote was called for as follows:

Ryan Buskohl	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Tim Deem	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Steve Gilmore	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Deb Killian	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Mike Koppien	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Kevin Lalley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Brad Sibley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Josh Tucker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>

- **Property**

The generator alarmed after a weekly maintenance test the first week in April. ThermFlo technician was contacted and responded to find the generator in alarm for emergency stop. After investigation, the issue was similar to the December issue when emergency maintenance was performed. As a result of the service call, the solenoid and bosch throttle actuator were replaced. A report was attached in the agenda packet outlining the issue and services performed.

Steve Gilmore checked the propane at the Compton site and it was above 60%. The site was run on propane for nearly 24 hours during the storms earlier in the month.

Josh Tucker reported garage door maintenance will be performed within the next few weeks along with some additional issues identified with the nightshift garage door. Tucker further reported on the quote for removal and replacement of two exterior metal doors (garage and basement); Josh explained specifics regarding the door replacements to include separation of the concrete beneath the door for the basement. Josh Tucker made a motion, seconded by Mike Koppien that the ETSB approve the removal and replacement/installation of two hollow metal doors, frames and hardware at a cost not to exceed \$7000.00. Hearing no further discussion, the vote was called for as follows:

Ryan Buskohl	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Tim Deem	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Steve Gilmore	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Deb Killian	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Mike Koppien	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Kevin Lalley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Brad Sibley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Josh Tucker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>

Chairman Sibley advised that he and Property Committee members have looked at the issue involving considerable amounts of water flowing down the West courthouse drive, through a trough and running into a hole underneath the sidewalk at the back corner of the PSAP north garage bay wall. Considerable discussion ensued. Vice-Chairman Hilliker advised working with the County during the demolition of the old LEC, when the wall is exposed, would be

the time to repair it. Josh commented that the ETSB could schedule the repairs to coincide with the County to excavate and re-direct the water. Hydraulic cement may be a temporary fix. Chairman Sibley and Josh Tucker will work on interim repairs to stop the water flow.

- **Education Committee**

Deb Killian advised that Whiteside Area Vocational Center dispatch communication classes were held in February. The elementary school visits were cancelled this year due to COVID-19 and will resume in 2021. IPSTA conference is scheduled for October 25-28th; monthly calls are being held to prepare for the future of the conference.

Director Dallas will be pursuing the implementation of Lee County 911-ETSB Facebook page with the assistance of dispatchers that wish to volunteer to maintain the page. Ryan Buskohl advised to share the page so that City Fire can share along with Dixon PD and other public safety agencies.

- **ETSB Member / Director Comments**

ETSA (Emergency Telephone Systems Act), the legislation that drives 911 in the State of Illinois, has been extended until December 31, 2021 with no substantive changes.

- **Adjournment**

Josh Tucker made a motion, seconded by Ryan Buskohl to adjourn the meeting at 5:08 pm. Motion passed unanimously. The next ETSB meeting is Thursday, July 23, 2020 @ 5:30 **at the Dixon Public Safety Building.**

Deb Killian, ETSB Secretary Treasurer

Tri-County Opportunities Council
Board Meeting Highlights
May 26, 2020

CSBG:

Action was needed to apply for funds for \$10,000 for the Emergency & Food Shelter Program in Lee County.

The following position is available: **Community Outreach Worker: Whiteside/Lee County:** 40 hrs. /week: Want to make a difference in someone's life? Are you self-motivated and ready to motivate others to become self-sufficient? Join our team as a Community Outreach Worker in our Sterling Office. The Community Outreach Worker will provide case management services to eligible individuals; provide information and referrals on community resources as well as emergency assistance to meet the basic needs of clients with lower incomes. An Associate's Degree in Social Services or related field or the equivalent in experience is required. Must have excellent oral and written communication skills, insured transportation, be willing to travel locally, and be able to complete a Family & Community Development certification process. Bilingual is a plus. Applications are available for download at www.tcochelps.org or by calling 1-800-323-5434. To apply, please submit a cover letter, resume, and a complete application to: Neddie Watts, 405 Emmons Avenue, Rock Falls, IL 61071 by **June 12, 2020**.

Early Head Start/Head Start:

The following position is available: **Dixon Teacher:** 40 hrs. /wk.; part-year. Minimum of Bachelor's Degree in Early Childhood Education, Child Development, or related degree with a minimum of 21 credit hours in ECE. Previous experience in a licensed early childhood setting is desired. Applications can be completed and submitted online at www.tcochelps.org under Job Opportunities.


Low Income Home Energy Assistance Program (LIHEAP):

This program has been extended until June 30, 2020 to help people with their heating bills.

TCOC Mission Statement

Tri-County Opportunities Council will investigate the impact of poverty throughout our nine county service area and will work, in partnership with individuals, families and communities to provide opportunities that supports movement towards stability and self-sufficiency.

Next meeting will be a virtual meeting through ZOOM on Thursday, June 25, 2020 at 7:00 pm.


Respectfully Submitted,

Marvin Williams
Lee County Board Member



UNAPPROVED

This meeting was held via conference call per the Governor of Illinois, J.B. Pritzker's signed "Executive Order 2020-07" on March 16, 2020, Section 6, during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020, the provisions of the open Meetings Act, 5 ILCS 120, requiring or relating to in-person attendance by members of a public body are suspended and "Executive Order 2020-08" on March 21, 2020, all public gatherings in the State of Illinois of 10 People or more are prohibited during the duration of the Gubernatorial Disaster Proclamation of March 9, 2020.

The public was notified on June 9, 2020, via the Lee County website to email public requests to: countyboardrequests@countyoflee.org and the meeting was live streamed on June 11, 2020, at <http://www.youtube.com/channel/UCO3ZPaJgtBWmfph0rstLXA>

Executive Committee Meeting – Thursday, June 11, 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 11:38 a.m., by Chairperson John Nicholson.

Members present: Chairperson John Nicholson, Vice Chair Marilyn Shippert, Mike Koppien, Dave Bowers, and Jim Schielein were present in person, Judy Truckenbrod was present via Zoom video conferencing.

Members absent: Bob Olson

Board Members, Department Heads, County Employees, and Visitors present: Cathy Myers (County Clerk), Charley Boonstra (State's Attorney), Mike McBride (IT/GIS), Paula Meyer, and Becky Brenner (Board Secretary), all present in person, Kevin Lalley (EMA), John Simonton (Sheriff) and Wendy Ryerson (Assessor) were all present via Zoom video conferencing.

Approval of Minutes

The May 2020 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.

There was a lengthy conversation in regards to the reopen date of the Old County Courthouse. The Department Heads in the building will be meeting with the Sheriff to discuss the specific conditions and the date of reopening.

Announcements:

- a. Letters from Stephenson County Appreciation to EMA & Sheriff Department
- b. Thank You Card – Cece Stover

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: None

Petitions Coming From the Zoning Board of Appeals: None

Coming to the Planning Commission: None

Coming from the Planning Commission: None

Old Business:

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

New Business

- a. Two (2) Joseph E. Meyer Tax Auction Resolutions
- b. Resolution: Salary of the County Engineer for the Period Beginning July 1, 2020 Ending June 30, 2021
- c. Resolution: Employment Skills Team, Inc. (BEST) Lease – July 1, 2020 until June 30, 2021
- d. Resolution: Establishing a Budget Amendment Policy
- e. Lee-Ogle Enterprise Fund Money to LCIDA
- f. Resolution: Minimum Wage Increase

Appointments:

- a. Resolution: Reappointment of Brad Sibley to the Lee County Emergency Telephone System Board Effective June 15, 2020 and the Term Ending June 14, 2023
- b. Resolution: Reappointment of Janice McCoy to the Lee County Board of Health Beginning July 1, 2020 and the Term Ending June 30, 2023.

Raffle Report: None

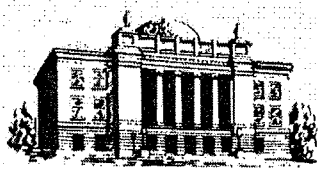
Motion from Jim Schielein: To approve the new proposed agenda.
Second by Marilyn Shippert. Motion carried unanimously by voice vote.

Motion to adjourn by Dave Bowers;
Second by Mike Koppien. Motion carried unanimously by voice vote.

Meeting was adjourned at 12:42 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, June 9, 2020



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 May 2020:

TOTAL RECEIPTS.....		\$88,753.28
MARRIAGE LICENSE FEE.....		\$245.00
	(VITAL RECORDS SPECIAL FUND)	\$140.00
	(DCSF/COLDF SPECIAL FUND)	\$564.00
CERTIFICATIONS.....		\$3,224.00
MISCELLANEOUS.....		\$5,839.00
	(RECORDING SPECIAL FUND)	\$1,921.50
	(GIS SPECIAL FUND)	\$7,204.00
	(RHSP SURCHARGE)	\$3,690.00
	(DVF)	\$35.00
	(LAREDO/TAPESTRY)	\$3,133.75
RECORDING.....		\$27,984.00
REAL ESTATE TRANSFER STAMP SALES (GROSS).....		\$10,144.50
TRUST FUND RECEIPTS – REDEMPTIONS FROM TAX SALE.....		\$38,146.78
CHARGE.....		\$3,170.00
TOTAL AMOUNT OF FEES RECEIVED.....		\$50,606.50
001-436927-001	(GENERAL FUND)	\$33,918.25
010-436927-001	(VITAL RECORDS)	\$140.00
	(DCSF/COLDF)	\$564.00
009-436927-001	(RECORDING SPECIAL FUND)	\$1,921.50
071-436930-038	(GIS SPECIAL FUND)	\$7,204.00
	(RHSP SURCHARGE)	\$3,690.00
	(DVF)	\$35.00
001-436924-001	(LAREDO/TAPESTRY)	\$3,133.75
TOTAL AMOUNT OF TRUST FUNDS HELD AT THE BEGINNING OF THE MONTH....		\$78,606.26
RECEIVED DURING THE MONTH AS SHOWN ABOVE.....		\$38,146.78
PAID OUT TO PURCHASER DURING THE MONTH.....		\$74,607.67
BALANCE OF TRUST FUNDS HELD AT THE END OF THE MONTH.....		\$42,145.37

Respectfully Submitted,

Cathy Myers

Cathy Myers, Lee County Clerk & Recorder

[Signature]

, 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

May 2020

MONTHLY REPORT

FEES COLLECTED AND DISBURSED TO:
LEE COUNTY TREASURER

Filing Fees	\$5,652.07
10% Bond Charge - Clerk Fee	\$1,325.00
Library	\$650.00
Work Release	\$0.00
Court System	\$2,985.42
Automation	\$1,932.00
Security	\$2,963.76
Probation	\$3,045.83
Court Document Storage	\$1,981.04
Animal Control / Rabies	\$50.00
Annual Support/Maintenance	\$600.00
Public Defender	\$25.00
Home Confinement	\$0.00
Minor Room & Board	\$150.00
Guardian Ad Litem	\$0.00
Lee County States Attorney	\$564.66
Lee Co SA Automation Fee	\$147.54
Clerk Op Add-Ons	\$25.50
Clerk Op Deduct	\$563.50
Medical Costs	\$285.00
Youth Diversion	\$289.75
Drug Court Fund	\$786.75
2nd Chance Program	\$52.71
E-Citation/Clerk	\$524.00
DV Surveillance	\$120.00
Probation - Drug Court Fee	\$0.00
Probation - Mental Health Court Fee	\$0.00
Probation - Pre Scm Appl	\$0.00
Probation Ops Fee	\$336.12
Jury Demand Fee / Lee County Circuit Clerk	\$212.50
Probation - Veteran's Court	\$0.00
Public Defendei Automation	\$66.00
STD Testing	\$25.00
Postage Reimbursement	\$0.00
Interstate Transfer Fee	\$125.00
TOTAL	\$25,484.15

OTHERS:

Marriage Fund of the Circuit Court	\$50.00
Restitution	\$2,413.47
TrafficSafley School	\$426.00
Anti-Crime Fund	\$548.99
Child Advocacy Fee - Shinning Star	\$692.00
School District Fee	\$0.00
FTA Warrant Fee	\$70.00
Emergency Response	\$0.00
Tom Schwamberger	\$0.00
Contribution to L.C. Victim Impact Panel	\$0.00
State's Attorney Appellate Prosecutor	\$0.00
TOTAL	\$4,200.46

STATE TREASURER:

Drivers Education Fund	\$538.50
V.C.V.A.	\$1,347.50
Penalty Assessment Surcharge	\$0.00
DV Shelter Service	\$240.00
Trauma	\$964.01
Criminal Justice Information Fund	\$0.00
Domestic Battery	\$7.99
DV Abuser Service	\$0.00
State Fee - Traffic	\$100.95
T&CCSF	\$1,169.50
DUI Equipment	\$1,924.00
Sexual Assault	\$22.50
Spinal Cord Trust	\$24.52
Prisoner Rvw Board	\$15.00
Lump Sum Surcharge	\$3,874.60
Fire Prevention	\$224.00
Fire Truck Ln Fund	\$45.00
Drug Assessment Fund	\$677.24
State Police Svcs	\$50.00
State Police Ops	\$1,042.39
Sec of State Ops	\$0.00
Foreclosure Prey	\$98.00
Abandoned Res Prop	\$210.00
FPP Graduated Fund	\$84.00
Dmg Traffic Prey	\$0.00
Roadside Memorial	\$216.00
CV Police Op Fund	\$0.00
ISP Merit Board	\$211.00
E-Citation Illinois State Police	\$0.00
Guardian/Advocacy	\$285.00
Sex Offender Investigation Fee	\$45.00
Access to Justice	\$68.00
Prescription Pill Disposal Fund	\$0.00
State Police Admin Fund	\$1,275.00
Law Enforcement CGF	\$120.00
George Bailey Fund	\$0.00
E-Business	\$306.00
TOTAL	\$15,185.70

FINES COLLECTED & DISBURSED TO:

MUNICIPALITIES:

City of Dixon		\$11,416.57
Fine	\$5,818.33	
Police Vehicle	\$20.00	
E-Citation	\$78.00	
DUI Equip	\$1,257.00	
Dixon Anti-Crim	\$2,752.72	
City Attorney	\$61.00	
Drug Enforcmen	\$108.52	
J & B Collection	\$1,296.00	
Bond Forfeiture	\$25.00	
City of Amboy		\$103.01
Fine	\$88.50	
E-Citation	\$2.00	
DUI Equip	\$0.00	
Drug Enforcmen	\$12.51	
Police Vehicle	\$0.00	
Village of Ashton		\$113.00
Fine	\$111.00	
Police Vehicle	\$0.00	
E-Citation	\$2.00	
Bond Forfeiture	\$0.00	
Village of Franklin Grove		\$90.00
Fine	\$88.00	
Police Vehicle	\$0.00	
E-Citation	\$2.00	
Village of Paw Paw		\$30.00
Sub-Total		\$11,752.58

COUNTY:

Traffic		58,217.28
Fine	\$6,792.28	
DUI Equip	\$1,351.00	
E-Citation	\$54.00	
Bond Forfeiture	\$0.00	
Drug Enforcemen	\$0.00	
Police Vehicle	\$20.00	
County Fee/Traffic		\$233.54
County General Drug		\$90.71
Criminal		\$2,787.19
Fine	\$2,735.19	
E-Citation	\$2.00	
Bond Forfeiture	\$0.00	
Police Vehicle	\$0.00	
Drug Enforcemen	\$0.00	
DUI Equip	\$50.00	
Lee County Sheriff		\$97.00
E-Citation/Animal Control(Rabies)		\$0.00
Sub-Total		\$11,425.72

STATE

State of IL - Conservation		\$25.00
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		\$0.00
State of IL - DASA 12 1/2 % Drug		\$30.22
State of IL - DNA Identification		\$385.75
State of IL - Drug Crime Lab		\$142.00
State of IL - DUI Crime Lab		\$0.00
State of IL - Lab Analysis		\$0.00
State of IL - Drug Enforcement		\$10.00
State of IL - DUI Equipment		\$259.00
State of IL - Conservation DUI Equipment		\$0.00
State of IL - Police Veh Fund		\$0.00
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		\$0.00
Blackhawk Area Task Force Drug Enforcement		\$0.00
Blackhawk Area Task Force E-citation		\$0.00
State of IL - Mental Health Reporting Fund		\$0.00
Sub-Total		\$851.97

TOWNSHIPS:

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

Total Municipalities, County, State and Townships		\$24,030.27
Total of all Collected Fees and Fines		\$68,900.58

/s/Denise A.McCaffrey
Lee County Circuit Clerk

Lee County Board
Dixon, Illinois

RESOLUTION NO. _____

SALARY OF THE COUNTY ENGINEER

WHEREAS, the County has sufficient Surface Transportation Program funds available and desires to use a portion of said funds to pay a portion of the County Engineer's salary, and,

WHEREAS, the County desires to appropriate funds for the purpose of payment of the County Engineer's salary for the period beginning July 1, 2020 and ending June 30, 2021.

NOW, THEREFORE, BE IT RESOLVED that the sum of \$112,963.50 be hereby appropriated for payment of the County Engineer's salary. Said appropriation includes \$112,963.50 of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED that the sum of \$56,481.70 of their Surface Transportation Program Funds to be made available to the Illinois Department of Transportation for the State's use in exchange for an equal amount of State funds. The State funds shall not exceed fifty percent (50%) of the County Engineer's annual salary.

PASSED BY THE LEE COUNTY BOARD

THIS _____ DAY OF _____, 2020

By: _____
Lee County Board Chairman

I Cathy Myers, County Clerk of Lee County, do hereby certify that the correct TIN for Lee County is 36-6006618 and has a legal status of Governmental.

ATTEST:

Lee County Clerk and Recorder

LEASE

This lease is made and executed in duplicate by and between County of Lee, by and through the Chairman of the Lee County Board, herein called lessor, and Business Employment Skills Team, Inc. (BEST, Inc.).

1. Description of leased premises:

Lessor agrees to lease to lessee and lessee agrees from lessor, as provided two rooms located on the third floor at the east end of the Old Lee County Courthouse, Dixon, Illinois.

2. Term:

This lease will be deemed to have began on July 1, 2020 and will continue until June 30, 2021. Should either party need to terminate this lease, a 30 day written notice is required.

3. Rent:

The parties acknowledge and agree that the monthly rent for the leased premises shall be \$600.00, payable on or before the first day of each month to the office of the Lee County Treasurer.

4. Use of leased premises:

The leased premises shall be used by the lessee for purposes consistent with the business of the lessee. The general public, including those persons who are served by the lessee, shall be allowed in the leased premise only during the regular business hours of the Old Lee County Courthouse, with the exception of administrative employees of the lessee who shall have access to the premises at all times, as long as they notify the Lee County Sheriff's department when they are in the building during normal working hours.

5. Utilities:

Heat and electricity shall be provided to the lessee as part of the rent paid for the premises. All other utilities needed by lessee shall be the sole responsibility of lessee, including the cost of installation.

6. Lessor's entry for inspection and maintenance:

Lessor may enter on the premises at reasonable times after first obtaining lessee's permission to inspect, to perform required maintenance and repair, or to make additions or alterations to any part of the premises, and lessee agrees to permit lessor to do so.

7. Lessee's agreement not to sublease:

Lessee agrees not to assign or sublease the leased premises, or any right or privilege connected therewith, or to allow any other person or entity, except lessee's agents and employees, to occupy the premises or any part thereof.

8. Changes in rules, regulations or statutes:

In the event that there is a revision of State or Federal regulations, rules or statutes which might make this lease contrary to law, the parties hereto will review the lease and make a good faith effort to renegotiate those terms necessary to bring the lease into compliance with the new State and Federal regulations, rules or statutes. If the parties are unable to agree on new terms, this lease may be terminated at the option of either party upon 30 days written notice.

9. Manner of giving notice:

Notices given in connection with this lease, or necessary to carry out its provisions shall be in writing, and shall be given by certified mail, return receipt, postage prepaid, address to the following:

Lee County:

Chairman of the Lee County Board
112 E. Second Street
Dixon, IL 61021

BEST, Inc.:

Executive Director
Business Employment Skills Team, Inc.
1680 S. Galena Avenue
Dixon, IL 61021

10. Effect of Waiver:

Failure of the lessor to insist on strict performance of the terms, agreements and conditions contained herein, or any of them, shall not constitute or be construed as a waiver or relinquishment of the lessor's right thereafter to enforce any such term, agreement or condition, but the same shall continue in full force and effect.

11. Lease applicable to successors:

This lease and the conditions and covenants and hereof apply to and are binding on the heirs, successors, legal representatives and assigns of the parties.

12. Time of essence:

Time is of the essence of this lease.

Executed this _____ day of _____, 2020.

B.E.S.T., Inc.

County of Lee, Illinois

By: _____
Executive Director

By: _____
Chairman, Lee County Board

**Lee County Board
Dixon, Illinois**

RESOLUTION NO. _____

RESOLUTION ESTABLISHING A BUDGET AMENDMENT POLICY

WHEREAS, The Lee County Board recognizes after the County adopts its annual budget, 55 ILCS 5/6-1002 and 55 ILCS 5/6-1004 directs no further appropriation shall be made unless it meets the requirements of an immediate emergency as outlined in the state statute and as reviewed for appropriateness by the county audit firm; and

WHEREAS, the Lee County Board recognizes budget amendments are limited to transfer appropriations from one line item to another line item, without the total appropriations being affected; and

WHEREAS the Lee County Board determines it is appropriate to establish a formal process for the request, approval and granting of the transfer of funds; and

NOW THEREFORE BE IT RESOLVED that it continues to be a policy of the Board to support the fundamental principle that in order to avoid financial instability, continuing expenses cannot increase faster than continuing revenues, and that, therefore, the following are guidelines to be used by the Board in considering requests from any contingency line item:

- 1) Approve no contingency request for purpose other than a non-reoccurring allocation.
- 2) Fund any costs related to labor contract settlements that exceed the budgeted reserves for that purpose with reductions in base-line budgets or increases in continuing revenue.
- 3) Limit contingency funding to the following:
 - a. Situations which, if left unattended, will jeopardize the health and safety of the community.
 - b. Situations which, if left unattended, will interrupt or stop the daily operational activities of a department.
 - c. Unanticipated expenditures that are necessary to keep a previous public commitment or fulfill a legislative mandate or can be demonstrated to result in significant administrative or programmatic efficiencies.

BE IT FURTHER RESOLVED that the following procedures shall apply to requests for budget amendments:

- 1) Transfers up to and including \$25,000 from contingency funds to individual department operating budgets require County Finance Committee approval.
- 2) Transfers greater than \$25,000 from contingency funds to individual department operating budgets require County Board approval by two-thirds vote.
- 3) Transfers of personnel or capital expenses require County Board approval by two-thirds vote.
- 4) Expenditures covered by unanticipated revenues, that may or may not be classified as grants, require County Finance Committee approval.
- 5) Intradepartmental transfers of department non-personnel operating or capital budgets require Department Head approval only.

BE IT FURTHER 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 FURTHER 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 18th DAY OF JUNE, 2020.

BY: _____
Lee County Chairman

ATTEST:

Lee County Clerk

DRAFT

**Lee County Board
Dixon, Illinois**

**RESOLUTION REGARDING ILLINOIS
MINIMUM WAGE INCREASE**

RESOLUTION NO. _____

WHEREAS, the Lee County Board is aware that the Illinois State Legislature enacted/amended Public Act 101-0001 (820 ILCS 105/4(a)(1)), more commonly known as “The Minimum Wage Law,” on February 19, 2019; and,

WHEREAS, pursuant to 820 ILCS 105/4(a)(1), minimum wage in Illinois was scheduled to increase in periodic increments until its eventual and final rate of fifteen dollars (\$15.00) per hour on January 1, 2025; and,

WHEREAS, the Lee County Board is committed to abiding by the Minimum Wage Law increases and effectuates this document in memorialization and furtherance of that commitment.

NOW, THEREFORE, BE IT RESOLVED, by the County Board of Lee County, Illinois, that the following hourly wages shall be effective retroactively and continuing on as follows:

<u>January 1, 2020</u> \$9.25/hour	<u>July 1, 2020</u> \$10.00/hour	<u>January 1, 2021</u> \$11.00/hour	<u>January 1, 2022</u> \$12.00/hour
<u>January 1, 2023</u> \$13.00/hour	<u>January 1, 2024</u> \$14.00/hour	<u>January 1, 2025</u> \$15.00/hour	

BE IT FURTHER RESOLVED, that all Lee County Department Heads are given leave to increase their respective County employees’ wages in accordance with 820 ILCS 105/4(a)(1); and,

BE IT FURTHER RESOLVED, that the Lee County Clerk shall increase the hourly wage of any employee whose hourly wage to comply with 820 ILCS 105/4(a)(1).

PASSED BY THE LEE COUNTY BOARD
THIS ____ DAY OF _____, 2020

BY: _____
BOARD CHAIRMAN

Attest: _____
Lee County Clerk

**Lee County Board
Dixon, Illinois**

RESOLUTION NO. _____

WHEREAS, appointments to the Lee County Emergency Telephone System Board are made by the Chairman of the Lee County Board with the approval and consent of the Lee County Board; and

WHEREAS, the term of Lee County Emergency Telephone System Board member, Brad Sibley, will expire on June 14, 2020; and

WHEREAS, Brad Sibley has expressed a desire to be reappointed as a Board member on the Lee County Emergency Telephone System Board and the remaining Board members support the reappointment.

BE IT HEREBY RESOLVED by the County Board of Lee County, Illinois, that Brad Sibley, be reappointed to the Lee County Emergency Telephone System Board. This reappointment shall be effective June 15, 2020, and the term ending on June 14, 2023.

PASSED BY THE LEE COUNTY BOARD

THIS _____ DAY OF _____, 2020.

BY: _____
Lee County Board Chairman

ATTEST:

Lee County Clerk

**Lee County Board
Dixon, Illinois**

RESOLUTION NO. _____

WHEREAS the Lee County Board of Health desires to reappoint Janice McCoy for another three year term and whose current terms expire June 30, 2020.

THEREFORE, IT IS HEREBY RESOLVED by the County Board of Lee County, Illinois that Janice McCoy is re-appointed for another three year term beginning July 1, 2020 and the term ending June 30, 2023.

PASSED BY THE LEE COUNTY BOARD

THIS _____ DAY OF _____, 2020.

BY: _____
Lee County Board Chairman

ATTEST:

Lee County Clerk