



Properties/Planning/Zoning Committee Meeting – February 11, 2020

Third Floor Board Conference Room, Old Lee County Courthouse – 8:00 a.m.
112 E Second Street, Dixon, Illinois 61021

Meeting called to order at 8:10 a.m., by Vice Chair Bill Palen

Members present: Chair Dave Bowers (8:47), Vice Chair Bill Palen, David Bally, and John Nicholson (Board Chairperson - appointed for quorum).

Members absent: Marvin Williams and Chris Norberg.

Board Members Department Heads, or Employees Present: Greg Gates (LOTS), Dee Duffy (Zoning), Cathy Myers (County Clerk), Teri Zinke (Animal Control)(8:00-9:35), Charley Boonstra (State's Attorney), John Simonton (Sheriff)(8:00-9:21), Mike Koppien (County Board Member)(8:35-10:00), Greg Saunders (Maintenance Supervisor)(8:42-10:00), and Becky Brenner (Board Secretary).

Approval of Minutes

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

Review of Claims & Reports

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

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

Department Head Reports

Greg Saunders expressed to the committee concerns that he had in regards to issues at the Food Pantry. An evaluation will be done of the building so these concerns can be address.

Greg Gates walked the committee through the LOTS monthly report. Kevin Carr was approved by IDOT as the new P-COM and will start on February 12, 2020. Several of the staff will attend the Rural Transit assistance Center Conference in Springfield that is being held on March 3rd and 4th. The full report will be included in the February County Board Agenda Packet.

Cathy Myers reported that per the instructions coming out of the recent audit, all credit card claims must be presented to the committee with the actual charge receipt attached to the paperwork, or the claim will be pulled. Early voting started on February 6, and since the Old Lee County Courthouse is a polling location, the campaign free zone rules are in effect. She also reported that the department is in need of election judges. Anyone interested is encouraged to contact the Election Department.

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

Old Business

Greg Saunders reported that the estimated cost of the Public Defender's conference room was currently around \$41,000. He is waiting for quotes to come in for the doors, ceiling grid, flooring and drywall.

Greg Gates did report that the Safety and Security Plan Resolution under Old Business on the agenda would be visited next month.

The committee discussed the liquidation of old LEC kitchen equipment. It was decided that the equipment will be inventoried and photographed. It would be offered first to other County Departments. Anything not claimed would be posted for 10 days on Facebook and the County website for bids. If the equipment is not claimed then it can be donated to a charitable organization.

New Business

Dave Bowers walked the committee through the industrial appraisal item on the agenda.

Motion from Dave Bowers: To approve the Industrial Appraisal for \$8,200 and move to the Finance Committee.

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

Greg Gates reported that Dr. Donna Smith has been asked to provide Reasonable Suspicion Training for the County. The training will help educate department heads in regards to the impact that cannabis, CBD oils and cream, alcohol, and prescription medications have on individuals. Ogle County has also expressed interest in participating in the training which will help minimize costs.

Greg Saunders expressed the need for additional outlets in the maintenance room at the new LEC building.

Motion from Dave Bally: To move the request for outlets in the maintenance room at the LEC building to the Finance Committee.

Second by Dave Bowers. Motion carried unanimously by voice vote

Dee Duffy presented the committee with the 2019 Annual Zoning Report. The department brought in \$79,345.89 in permit fees last years. These fees covered garages, accessory buildings, swimming pool, fences and homes. She also reported that new home construction is at an all-time low, with only 10 new homes being built (that obtained a permit) in Lee County. Dee also touched on the Amnesty Program that the Zoning Department will be rolling out in 3 weeks. The Amnesty Program is being offered to those that did not secure a building permit prior to building a structure or are in violation of the zoning code.

There was a discussion in regards to the Petition Coming from the Zoning Board of Appeals.

Motion from Dave Bowers: To send the Petition Coming from the Zoning Board of Appeals – Brian and Kelly Florschuetz – to the Executive Committee with a recommendation for the full County Board to send the petition back to the Zoning Board of Appeals for additional review.

Second by Dave Bally. Motion carried unanimously by voice vote

Motion to adjourn by: Dave Bowers

Second by: Dave Bally

Meeting adjourned at 10:00 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, March 10, 2020