



### **Properties/Planning/Zoning Committee Meeting – March 10, 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 9:04 a.m., by Vice Chair Bill Palen

**Members present:** Vice Chair Bill Palen, David Bally, Marilyn Shippert (Board Member - appointed for quorum).

**Members absent:** Chair Dave Bowers, Marvin Williams, Chris Norberg

**Board Members Department Heads, or Employees, and Visitors present:** Greg Gates (LOTS)(9:00-10:27), Dee Duffy (Zoning), Cathy Myers (County Clerk), Teri Zinke (Animal Control), Charley Boonstra (State's Attorney), John Simonton (Sheriff)(9:00-9:25), Greg Saunders (Maintenance Supervisor), and John Nicholson (Board Chairperson), Maureen Eccles (Post House Ballroom)(9:00-9:57), and Becky Brenner (Board Secretary).

Maureen Eccles was present to address the committee in regards to holding weddings on the old courthouse grounds.

### **Approval of Minutes**

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

### **Review of Claims & Reports**

**Motion from Marilyn Shippert:** To approve all claims for Animal Control, Rabies, Maintenance, Zoning, and LOTS.

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

### **Department Head Reports**

John Simonton presented a bid for \$980.00 from Nelson Fire Protection for required annual inspections of the sprinkler system at the new LEC building.

**Motion from Marilyn Shippert:** To approve the \$980.00 bid from Nelson Fire Protection for a sprinkler inspection scheduled for May of 2020.

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

John Simonton also presented the committee with a bid for the demolition of the Old LEC building. After a brief discussion, the committee requested additional information to make sure specific items were included in the bid.

Greg Saunders reported that he renewed the dumpster contracts with Republic. He changed up the size of the dumpsters and the frequency of pickup. The changes that were made saved the County a total of \$3,800 per year. He also got approval from the committee to purchase 9 (nine) hand wash/sanitizer dispensers to place in the County buildings as a precaution for employees.

Dee Duffy reported that the Zoning Amnesty Program kicked off on March 2, 2020. The program was designed to encourage landowners to come in for permits on structures that had been built without a permit. During this Amnesty period, late fees will not be assessed.

Teri Zinke reported that two of the employees from her office will be attending a conference in June for continuing education.

Greg Gates walked the committee through the LOTS monthly report. He reported that the applications to IDOT for FY 2021, 5311, 5311F and DOAP funding are underway. He also reported that LOTS will probably be able to take possession of the new maintenance garage and wash bay sometime next week. The full report will be included in the March County Board Agenda Packet.

### **Old Business**

John Simonton reported that the excess furniture and equipment from the Old LEC building that had previously been offered to the Lee County Department Heads would now be offered to the public for bid.

Greg Saunders reported that he signed maintenance contracts for the generators at the new LEC building with Altorfer. Their bid was the least expensive and they currently maintain the County's existing generators. Repairs to the Food Pantry electrical panel have been made. The Highway Department did have Engel Electric put in some additional electrical outlets while they were there repairing the panel. The Highway Department will be covering the additional cost for the outlets. Greg also received bids for a fire alarm system at the Food Pantry. He will bring the bids back to committee after he has consulted with the Highway Department in regards to sharing costs.

John Nicholson provided the committee with some preliminary information that he received from WIPFLI in regards to holding Fraud Awareness and Protection Training. He will be providing additional information next month as to exact costs and identifying other counties that may be participating.

### **New Business**

Greg presented the Resolution – IDOT FY2021 Application – Authorizing Execution/Amendment of 5311 Grant and Ordinance – IDOT FY2021 Application – Public Transportation Applicant to the committee.

**Motion from Marilyn Shippert:** To move the Resolution: IDOT FY2021 Application – Authorizing Execution/Amendment of 5311 Grant and Ordinance: IDOT FY2021 Application – Public Transportation Applicant to the Executive Committee for County Board.

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

Greg Saunders requested that the custodial/maintenance position, which was originally budgeted for in the FY2020 budget, be brought back before the County Board. The County Board voted to table the position in the October meeting to make sure the help at the new LEC building would be necessary.

**Motion from Marilyn Shippert:** To move the request to Filling the 2020 Budgeted Custodial/Maintenance Position to Executive Committee.

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

The committee discussed the Emergency Response Center Area in the New Courts Building. The Maintenance Department will be putting together chairs and tables that can be used in case of an emergency until the office can be totally fanned out and finished.

No action was taken on the Lee County Electrical Aggregation Program / Bids item on the agenda.

**Motion from Dave Bally:** To send the Petition Coming to the Zoning Board of Appeals: Shady Oaks Wind 2 – PPN#s (See Zoning Office) – Wyoming and Brooklyn Townships, Ag-1 Agricultural to Special use for 28 wind turbines to Zoning.

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

**Motion from Marilyn Shippert:** To move the Petition Coming from the Zoning Board of Appeals: Candy Jonsson – PPN# 05-17-11-154-007 – Brooklyn Township, R-2 Single Family Residential District to C-1 Neighborhood Office and Business District to County Board.

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

**Motion from Dave Bally:** To move Resolution: Reappointment of Craig Buhrow to the Zoning Board of Appeals to Executive Committee.

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

There was a lengthy discussion in regards to the Zoning petition that was tabled in County Board in February. Dee Duffy will be contacting surrounding counties to see what actions they have taken in similar circumstances.

Teri Zinke reported that she had a part-time employee leave. The committee approved replacing the employee because the position was already budgeted.

**Motion to adjourn by:** Dave Bally

**Second by:** Marilyn Shippert

Meeting adjourned at 11:32 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, April 14, 2020*