



## **Properties/Planning/Zoning Committee Meeting – June 8, 2021**

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

Meeting called to order at 9:03 a.m. by Chair John Nicholson

**Members present:** Chair John Nicholson, Vice Chair Dave Bally, Bill Palen, Tom Wilson, and Marvin Williams (9:14-10:15) were present in person. No members attended by via Zoom video conferencing.

**Members absent:** None

**Board Members Department Heads, or Employees present:** Charley Boonstra (Assistant State's Attorney), Greg Gates (LOTS), Sally Dempsey (Bookkeeper at LOTS), Dee Duffy (Zoning Administrator), Greg Saunders (Maintenance Supervisor), Jonathan Henrikson (IT) and Becky Brenner (Board Secretary) were present in person, John Simonton (Sheriff) and Kevin Lalley (EMA) attended via Zoom video conferencing.

### **Approval of Minutes**

The May 2021 minutes of the Properties/Planning/Zoning Committee were approved without modification.

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

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

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

### **Department Head Reports**

Greg Saunders reported that the Maintenance Department had finished painting the dog kennels and installing the kennel doors at Animal Control. The next phase of the project will be installing the fencing and guillotine doors in the external part of the kennels. Greg also reported that his crew had painted and installed new blinds, new LED lighting and new ceiling tiles in the Old Courthouse committee room.

John Nicholson read a report from Teri Zinke. She reported that the inside kennels are all done. The outside kennel pad had been poured and was curing as of 6-2-21. The smaller pad by the parking lot is also complete and curing as of 6-2-21. Prairie Fence (secondary fence) would be starting the week of June 14<sup>th</sup> and the guillotine doors and the outside kennel panels still needed to be ordered.

Greg Gates walked the committee through the monthly LOTS report. Highlights included the development of a SDS (MSDS) binder for regular chemicals used on-site and completing a direct mail campaign to "persons of interest" for rides. The full report will be included in the June County Board agenda packet.

### **Old Business**

John Nicholson reported that the Lan and VOIP upgrades to the Old and New Courthouses, LOTS, Animal Control, and the Highway Department had been installed and were working well.

Greg Saunders reported that the carpet for Judge Klahn's courtroom had been completed and he was still waiting for the vinyl tile to be delivered for the entryway in the Assessor's conference room.

John Nicholson reported that getting an estimate to upgrade the alarm system in the Old Courthouse was still a work progress and that the Sheriff had received an estimate for the card reader system at the Old Courthouse for \$18,662. The estimate for the card reader system included hardware, labor, two exterior doors and an interior door for the room that houses the election equipment and IT servers.

**Motion from Dave Bally:** To move the estimate for the Card Reader System for the Old Courthouse in the amount of \$18,662 to the Finance Committee.

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

John Nicholson reported that there had been a preconstruction meeting with Berglund, the company that will be doing the tuck-pointing at the Old Courthouse. Berglund recommended not sealing the grout, which will amount to a slight reduction in the cost of the project. Construction will begin on June 15, with mockup testing on the worst areas of the building. The project is scheduled to wrap up in September.

John Nicholson reported that he had talked with Jo Ann Johnson from BEST, Inc., and she has been in contact with Ficek and Syndeo to arrange for phone and fiber hookup on the County system.

John Nicholson explained that the MOUs with the Highway Department, Health Department and LOTS for the Syndeo bills and invoices are still a work in process.

### **New Business**

Dee Duffy explained that all the petitions coming to the Zoning Board of Appeals in July were map amendment requests from a past solar project in which all the parcels were not used. She went on to explain that a map amendment is the reclassification of a parcel to the original zoning when the rezoned use of a property has not been developed for a period of three years. An example of a map amendment would be when an ag parcel is rezoned for a special use project that is never constructed. After three years a map amendment can be requested so the original zoning of the property is restored. She also reported that the ZBA voted not to recommend petition 21-P-1564 for a special use as a private club. Dee explained that the original solar ordinance that was held over for the purpose of a public hearing came from the ZBA with a recommendation to approve the amendments to the ordinance with no changes.

The Lee County is awaiting further information from other counties before the Resolution: Creation of a Mass Transit District comes to the County Board.

John Nicholson reported that he will be working with Greg Saunders, Sheriff Simonton, and Tom Kitson to push the old furniture in the County to an auction.

John Nicholson explained that every five years the County does an industrial appraisal of buildings and content. Last year the appraisal was scheduled but then pushed back because of Covid. \$9,300 was set aside in the 2020 budget for the appraisal. The cost will be honored by the company for the work that will begin, hopefully, in August. The appraisal is requested by the County insurance carrier.

**Motion from Marvin Williams:** As recognition of the honored \$9,300 dollars for the rescheduled industrial appraisal.

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

**Motion from Marvin Williams:** To approve the BEST, Inc. lease agreement renewal.

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

**Motion to adjourn by Bill Palen:**

**Second by Dave Bally.** 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 11:00 a.m., on Tuesday, July 6, 2021*