

**AGENDA OF THE LEE COUNTY BOARD**

February 20, 2007

9:00 A.M.

**3<sup>RD</sup> FLOOR BOARDROOM, OLD LEE COUNTY COURTHOUSE  
112 E. SECOND STREET, DIXON, ILLINOIS**

OPEN MEETING WITH INVOCATION OR PLEDGE OF ALLEGIANCE

ROLL CALL

ANNOUNCEMENTS

APPROVAL OF BOARD MINUTES OF PREVIOUS MINUTES

PUBLIC/VISITOR COMMENT:

- A. ITEMS ON THE AGENDA - VISITORS ALLOWED 10 MINUTES
- B. ITEMS NOT ON THE AGENDA - VISITORS ALLOWED 5 MINUTES

TO ZONING BOARD: -0-

TO PLANNING COMMISSION: -0-

FROM ZONING BOARD: 07-P-1437 - Lee County Zoning Office - Junk Cars  
07-P-1438 - Lee County Zoning Office - Amendment including Beauty  
Shops & Barber Shops

FROM PLANNING COMMISSION: -0-

REPORTS OF COMMITTEE:

FINANCE	R.C.&D. - BLACKHAWK HILLS
CLAIMS	COUNTY SERVICES
SOLID WASTE/HEALTH & WELFARE	911 BOARD
ROAD & BRIDGE	ADMINISTRATIVE SERVICES
COMMITTEE CLAIMS	EXECUTIVE/JUDICIAL/LAW ENFORCEMENT
COUNTY PROPERTIES	

COUNTY OFFICERS REPORTS, REQUEST FOR DEPOSIT OF FUNDS, ORDERS PAID IN VACATION

OLD BUSINESS

NEW BUSINESS

APPOINTMENTS -0-

Liquor Commission - Ordinance - Liquor License Class A (increase number)

State's Attorney - Quarterly Report

ESDA - Ordinance - Name Change of ESDA

Highway - County Roads Agreement (lay over until March)

GIS - Authorization for County Board Chairman to sign contract for Aerial Photos

MILEAGE & PER DIEM

ALL BILLS & APPROPRIATIONS ALLOWED BY ROLL CALL

ADJOURN

## THE LEE COUNTY ZONING BOARD OF APPEALS

The Lee County Zoning Board of Appeals met on Thursday, February 1, 2007 at 7:00 p.m. in the Lee County Courthouse, Dixon, Illinois. Chairman Ron Conderman called the meeting to order and took roll with the following members present: Craig Buhrow, Gene Bothe, Bruce Forester – Alternate, and Clerk, Alice Henkel.

The first item of new business was Petition 07-P-1437, Lee County Zoning Office, Implementation of Ordinance on Junk Cars.

After presentation by the Zoning Office, the matter was tabled by the Zoning Board of Appeals and referred back to the Lee County Regional Planning Commission for further discussion. Motion to defer ordinance back to the Lee County Regional Planning Commission was made by Craig Buhrow and seconded by Gene Bothe. All were in favor and motion was approved.

The second item of new business was Petition 07-P1438, Lee County Zoning Office, Amendment of Home Occupation Ordinance including Beauty Shops and Barber Shops.

After a brief presentation by the Zoning Office (see attached proposed ordinance), a motion to approve was made by Gene Bothe and seconded by Bruce Forester. All were in favor and motion was approved.

The first item of old business was Petition 07-P-1436, by Stephen Haliczzer, PPN #21-12-11-400-002, Willow Creek Township. The property is currently zoned Ag-1 Agricultural District.

Due to the Lee County Board's decision, this petition was referred back to the Lee County Zoning Board of Appeals regardless of a 4-0 recommendation by the ZBA to approve petition at the January 2007 ZBA meeting.

After a lengthy presentation, it was recommended by the State's Attorney's office to table this matter for further review. Bruce Forester made a motion to table petition and Craig Buhrow seconded it. All were in favor and motion was approved.

Complete minutes regarding this petition will accompany the NEXT recommendation of the ZBA.

Gene Bothe made a motion to adjourn and Craig Buhrow seconded it. All were in favor and motion was approved. Meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Alice Henkel, Clerk

ORDINANCE NO. \_\_\_\_\_

WHEREAS, the Lee County Board desires to act upon Petition No. 07-P-1438 (Lee County Zoning Office) which requests an amendment of the Home Occupation Ordinance including Beauty Shops and Barber Shops.

WHEREAS, the necessary public hearing was held before the Zoning Board of Appeals on the Petition described which resulted in recommendation for approval from the Zoning Board of Appeals for the Petition.

NOW, THEREFORE, BE IT ORDAINED by the Lee County Board that Petition No. 07-P-1438 (Lee County Zoning Office) be ( **approved / denied** ) by the Lee County Board.

PASSED BY THE LEE COUNTY BOARD

THIS \_\_\_ DAY OF \_\_\_\_\_, 2007.

BY: \_\_\_\_\_  
Lee County Board Chairman

ATTEST:

\_\_\_\_\_  
Lee County Clerk

To the Honorable Chairman and  
Members of the Lee County Board

Ladies and Gentlemen:

Consideration was given to Petition No. 07-P-1438 (Lee County Zoning Office) that requests an amendment of the Home Occupation Ordinance including Beauty Shops and Barber Shops.

After a brief presentation by the Zoning Office (see attached proposed ordinance), a motion to approve was made by Gene Bothe and seconded by Bruce Forester. All were in favor and motion was approved.

Alice Henkel, Clerk

FINANCE COMMITTEE MEETING

THURSDAY, FEBRUARY 15, 2007

9:00 A.M.

The Lee County Finance Committee met at 9 AM.

Roll Call: Chairman Ketchum, Vice Chairman K. Hummel, M. Shippert, J. Nicholson and D. Higgs

Guests: Chairman Seeberg, Recorder Nelson, Sheriff Varga, Reporter Malinda Osborne, Probation Becker, Computer Whiz Brant Scheidecker, Health Dept. Cathy Ferguson, Circuit Clerk Denise McCaffrey, 911 Kevin Lalley and Treasurer Fritts.

Chairman Ketchum gave a report on the state of the County finances.

Kim Becker submitted her Dependant Children monthly report.

Cathy Ferguson answered the claims about Health Board action from last months Finance Committee meeting.

Kevin Lalley requested a credit card for use in meeting expenses for 911 business.

Motion to allow a bank credit card with bank imposed limit for 911 chairman. Motion by Nicholson, second by Hummel. Passed 4-1. Descending vote by Shippert.

Brant Scheidecker, computer whiz, reported that bids had been put out aerial photography of the entire county in color. Of the several bids they have chosen a company that will do it for \$85,600.00. The last photography was taken in 2002 for \$114,000.00 in black and white. This photography is helpful to Assessor, Zoning, Sheriff and 911. This issue will be taken to the full board. Brant will work with Departments to schedule future needs of this program. his new assistant will start in March. He hopes to have more time to work on a fee cost for GIS.

Motion to transfer \$400,000.00 from Capital Projects to County General to cover medical insurance claims. January claims were unusually high at \$107,995.00. Motion by Shippert, second by Higgs. Passed 5-0.

Sick Pay funds are getting low due to retirements. Committee will monitor with advice from Treasurer and Recorder.

Social Security and IMRF cash balance will be negative but should catch up by end of year. An extra \$50,000.00 was put in the budget. Advice from the Treasurer, we will monitor.

The Tort fund is low but that is caused by the annual premium being paid of \$227,000.00. There will be no more claims to this line item this year.

New Courts addition payment is due February 26<sup>th</sup> of \$240,000.00. Addition will be paid off next year some time. Some discussion on saving payments.

Sheriff Varga is pleased with the remodeling of the new sheriffs offices. He welcomes all county board members to view the progress. The Sheriff's department has worked with local suppliers for a lower cost

of project plus the use of inmates who have been a big help with this project. High population of jail has been a problem due to slow negotiations by felons. But plumber will work around this.

Circuit Clerk McCaffrey reports that Judge Payne is looking at various ways of funding a Peer Jury Program.

County Board room has been repainted to match the rest of the 3<sup>rd</sup> floor.

Zone 4 meeting has been recommended by Board Chairman for all members.

Motion to adjourn by Nicholson, second by Shippert. 10:04.

Next meeting will be on Thursday, March 15, 2007 at 9AM.

Minutes by "Keep it Short" Higgs  
Dave Higgs 2/15/07

SOLID WASTE COMMITTEE MEETING  
WEDNESDAY, FEBRUARY 14, 2007  
9:00 A.M., OLD COURTHOUSE, DIXON, IL

Members present: Trent, Leffelman, Power, Truckenbrod, Williams

Also present: Nancy Cullen, David Anderson, Sarah Willey, Jack Nicklaus, and Marilyn Shippert

Claims:	Veterans'	\$3,511.77
	Solid Waste	\$7,802.00
	ROE	\$4,943.00
	Rabies	\$ 965.10
	Animal Control	\$1,571.00

Motion to approve claims made by Power; seconded by Leffelman; motion carried 5-0.

ROE Report

Lee-Ogle working with a Northern IL training project for creating new or expanded learning communities. All Lee-Ogle principals have been working together and will be attending a national seminar on Professional Learning Communities in Phoenix.

Solid Waste Report

Household Hazardous Waste Collection will be Saturday, March 17, at Dixon High School parking lot. Dave noted that car batteries will also be collected. Eye glasses and old keys will be collected for the Lion's clubs. Time is 8-3.

Allied has been sent notice of increase in fees from \$1.93/ton to \$1.98/ton.

March 14 meeting will be at Allied.

Lee County Soil and Water will be notified that the Environthon scholarships will be awarded with \$3,000 going to first place school and \$2,000 to second place school.

Spring Clean-up grant announcements will be sent; responses must be back by April 15.

Chairman noted that the Fifteen Year Plan needs to be updated in 2008.

Animal Control Report

Nancy reported that postage will be going up May 6. New machine will be more expensive. Expense was \$135.00 for 3 months; new one will be \$120.00/month.

Still waiting for State's Attorney review of the proposed ordinance on fees.

Nancy expressed concern about "bites above the shoulders". The Illinois Animal Control Act does not address this specifically. Committee recommends that "bites above the shoulders require impoundment of the biting animal for 10 days" be included in the Law Enforcement Regulations, possibly under Section 5-1-8.

Nancy reported that people have been asking about purchasing 3 year tags.

Meeting adjourned at 10:15.

Respectfully submitted,  
Judy Truckenbrod

ROAD AND BRIDGE COMMITTEE  
MONDAY, FEBRUARY 13, 2007

The Lee County Road and Bridge Committee met at 8:00 A.M. on the above date to conduct their regular monthly audit together with other County Highway business. The following members were present: Art Tofte, Charlie Dunphy, David Chandler and James Wentling.

The committee first approved the minutes for last months meeting.

The committee then audited and approved claims from the previous month. The claims were as follows: County Highway \$27,351.58 and payroll of \$81,023.84; County Matching \$91,522.75; County Special Bridge \$1,785.00; County Motor Fuel \$90,861.92 and Township Motor Fuel \$4,586.00. The Committee also reviewed the request for deposit of funds in the amount of \$7,154.92 into the County Highway Fund and \$6,063.70 into the County Special Bridge Fund. A motion made by Mr. Dunphy and seconded by Mr. Wentling carried approving the claims.

The committee then reviewed the following items:

1. Road Usage Agreement with Big Sky Wind. The agreement will go before the full board this month for approval or layover for a month if the board desires.
2. Engineering quote from Wendler Engineering for the rehabilitation of Indian Head and Keigwin Bridges. No action required.

Mr. Anderson then asked the committee if they would move the March committee meeting up to 3/8/07 in order to accommodate the need to let the Paw Paw Road metal box culvert job before the Army Corps permit expires. All were in favor of this.

Finally, Mr. Anderson let the committee know that Big Sky Wind approached him about running 138 Kv lines for the current wind mill project up the Lee County right-of-way on Pump Factory Road. He expressed his concerns for this and asked the committee for discussion. After discussion the committee decided to have Big Sky Wind approach the committee at next months meeting to present the transmission line proposal.

The committee then opened the bids for the County General Maintenance contracts, Township Maintenance Contracts (Dust palliative, seal coats, aggregates and bituminous mixtures), and pipe culvert supplier. The committee also opened the bid for a paint striper and tabled the decision until next month. Mr. Candler motioned and Mr. Wentling seconded and the committee voted 5-0 in favor of awarding the following bids contingent upon Highway Commissioner and IDOT concurrence:

1. Lee County Section 07-00000-01-GM (Pipe Culverts)

Awarded to Contech, Inc. for Groups 1 thru 9

2. Various Road District Section 07-XX000-XX-GM (Dust Pallative)

Awarded to Gassaway, low bidder for Group 0001

ROAD AND BRIDGE COMMITTEE  
Meeting Minutes Cont.

3. Various Road District Section 07-XX000-XX-GM (Aggregate)

Awarded to all low bidders for township Furnish and Spread and FOB Aggregate.

4. Lee County Section 07-00000-00-GM

Awarded to all bidders for Groups 1,2 and 3.

Awarded to Pavement Maintenance Services, Inc. for Group 4 (seal coat)

5. Various Road District Section 07-XX000-XX-GM (Seal Coat and Cold Patch)

Awarded to all low bidders for township seal coat and bituminous patching mixture.

The next Road and Bridge meeting will be on Thursday March 8, 2007 at 8:00 a.m. at the Highway Department in Amboy.

Meeting adjourned at 10:45 A.M.

Respectfully Submitted,  
David Anderson

ADMINISTRATIVE SERVICES COMMITTEE  
WEDNESDAY, FEBRUARY 14, 2007  
9:00 A.M.  
OLD COURTHOUSE, DIXON

Members present: Chairperson Kathy Hummel, Mike Farster, and Dave Higgs. Absent: Ann Taylor and Joe Patzer  
Guests: Wendy Ryerson, Nancy Nelson, Marilyn Shippert, Patti McBride and Rick Ketchum.

Discussed the changes in the Employee Handbook, but we had no information from Andrew Bollman. He is off to Texas on business, so we will take it up next month.

The Telegraph printed the letter requesting unfunded mandates, silly laws and good ideas. We will start making 4 copies of each item next week. A copy for each of our State Reps, the newspaper and the Administrative Committee.

Reviewed and approved claims for the County Clerk and Recorder in the amount of \$7758.98. Recording Automation Fund \$7312.40 and the Vital Records Automation Fund \$2031.25. Motion to approve by Higgs, second by Mike Farster. Passed 3-0.

Nancy Nelson reported nothing new to report but they have been very busy.

Reviewed and approved claims for Supervisor of Assessment in the amount of \$4846.26. Motion to approve by Mike Farster, second by Higgs. Passed 3-0.

Wendy Ryerson reported the Senior Assessment Freeze forms will be mailed out next week.

Reviewed and approved claims for Treasurer's Office in the amount of \$898.11. Motion by Mike Farster and second by Higgs. Passed 3-0.

Patti McBride reported everything is under control in Treasurer's Office.

We disclosed the question of employees going from part time to full time in regarding vacation time. Marilyn Shippert explained some of the history behind the questions. We will give the information to Andrew Bollman for the Employee Handbook.

Motion for this and adjournment by Higgs, second by Mike Farster. Note change of time for next meeting to 9am, Monday March 12<sup>th</sup> in the County Board room.

I was told to keep it short this month.

Respectfully submitted,  
Dave Higgs 2/14/07

EXECUTIVE COMMITTEE MEETING  
WEDNESDAY, FEBRUARY 14, 2007 @ 3:30

Chairman Seeberg convened the meeting at 3:30 PM. in 3<sup>rd</sup> floor conference room.

All Members were present: Chairman J. Seeberg, D. Farster, I Mercer, N Tucker, C Stoddard.

Also present: Nancy Nelson, John Varga, Denise McCaffrey, Kim Becker, Brant Scheidecker, Marilyn Shippert, Marvin Williams

Public: Malinda Osborne (SVN)

**Coroner's Claims** presented in the amount of \$1,785.69. There were 3 inquiries and 1 inquest pending. Marty said the county would need additional mortuary facilities in the event of a multiple death accident of disaster. This would require a secured facility with concrete floor and a "cold holding area". Also their office is hiring a part time employee to replace another who recently retired. Motion to accept the report by I. Mercer, sec. D. Farster. Passed.

**Sheriff's Claims** presented in the amount of \$33,569.77. Motion to approve payment by N. Tucker, sec Stoddard, carried. Sheriff Varga reported the jail facility has been averaging 60 inmates and on weekends often fills to capacity of 66. This density creates added costs for meals and medical. Court cases taking longer due to severity of the crimes and also more offenders are serving time on weekends. Other counties are experiencing same situations. Lee County is not housing inmates for other counties. County prisoners have been assisting in painting the area recently vacated by Dixon City P.D. (hopefully w/out graffiti)  
Officer Deem will retire as of February 28, 2007 with approximately 26 years of service.

**ESDA's Claims** of \$316.35 reported. Motion to approve by D. Farster, sec Tucker, carried. A two page report from Kevin Lalley was submitted to Executive Committee with recommended changes to comply with State of Illinois as Lee County ESDA is now an accredited agency.

**Probation Claims** presented:

County Funds	none
Probation Services Fee Fund	\$16,525.54
Dependent Children's Fund	\$ 6,200.00
Probation Innovative Services Grant	\$ 4,700.00
Access to Council	\$ 6,666.67
Juvenile Justice Council	none
Drug Court Fund	none

Motion to approve Mercer, sec D Farster, carried. K. Becker reported Lee County Drug Court Team attended training and visited drug courts in Miami and Palm Beach Florida to view similar set up as Lee County. K. Becker is also exploring Federal Grant to help fund our drug court. Beginning March 1, 2007 the Probation Department will conduct their assessment tool for adult offenders on the computer. Lee and Ogle counties will work with vendor, Goodin, as a beta site to test the equipment.

**Circuit Clerk's Claims** were presented:

Circuit Clerk	\$1,771.59
Jury	\$ 0.00
Court Document Storage	\$ 0.00
Automation	\$ 7,086.09
Child Support Enforcement	\$ 727.80

Motion to approve by D. Farster, sec Tucker, carried.

D McCaffrey reported department still scanning documents and judges will soon images vs. files in court to conserve time and information is secure.

**Brant Scheidecker reported GIS aerial photographing will be presented to the board for authorization.**

**States Attorney** (A. Bollman not present) Presented \$5,529.03. Motion to approve Stoddard, sec Mercer, carried. Zack Albert submitted two pages of written answers to questions asked by board members regarding his collection of county accounts. Mr. Albert was not in attendance.

**County Board Claims:** \$1,922.32 State assessments for Circuit Judges and \$1,557.35 for Associate Circuit Judges. Insurance and Bonds \$78.21. Motion by D. Farster, sec Tucker, carried. Audit report should come in April.

**To Zoning** Board of Appeals, none

**From Zoning** Board of Appeals:

- a. 07-P-1437 Lee County Zoning Office (Implementation of ordinance on junk cars)
- b. 07-P-1438 Lee County Zoning Office (Amendment of ordinance including Beauty Shops and Barber Shops)

**To Planning** Commission, none

**From Planning** Commission, none

**Appointments:** none

**Old Business:** none

**New Business:** Dixon Country Club License from class A to B. Currently Lee County has 13 A, 4 B, 1 C class licenses.

**Other Business:** GIS aerial photography

Annual Audit

Lee County-Big Sky Road

FYI Lee County Courthouse closed Monday 2/12/07 for Lincoln's BD and again on Tuesday 2/13/07 by County Chairman for snow storm thus creating delays in some committee meetings. Courthouse will close also Monday 2/19/07 for President's day.

**Adjourned:** With no additional business coming forth, N Tucker moved for adjournment, sec C Stoddard. Chairman adjourned E.C. at 4:30 PM.

**Next Executive Meeting will be Wednesday, March 14th, 2007 at 3:30 PM**

Respectfully submitted,  
Chuck Stoddard

2/7/2007

To: Chairman Seeberg  
Members of the Lee County Board

The long-range plan committee has continued to meet to assess the needs of the county.

We have discussed a number of issues that are of concern to all of us. These include:

- Reduction in the size of the board,
- Committee Structure ( Number and Size),
- Parking for Old Courthouse,
- Establish a fund for future projects after payment of Courts Building is completed,
- Assist in gathering information for issues before the board.

We would welcome the input of all board members. Do you have suggestions and/or proposed projects that should be investigated?

Please feel free to join us at a meeting and share your ideas.  
Our committee meets on the first Wednesday of each month at 8:30 AM.

Respectfully submitted,

Long Range Plan Committee  
Marilyn Shippert, Chair  
Rick Ketchum  
Beverly Power  
Chuck Stoddard  
David Higgs