

AGENDA OF THE LEE COUNTY BOARD

September 21, 2010 9:00 A.M.

3rd 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 MEETING

41 Resolutions – Joseph Meyer – Tax Auction (roll call)

PUBLIC/VISITOR COMMENTS

- 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 -0-

FROM PLANNING COMMISSION -0-

REPORTS OF COMMITTEE

FINANCE/CLAIMS
SOLID WASTE/HEALTH & WELFARE
ROAD & BRIDGE/CLAIMS
COUNTY PROPERTIES
RC&D – BLACKHAWK HILLS
911 BOARD
ADMINISTRATIVE SERVICES
EXECUTIVE/JUDICIAL/LAW ENFORCEMENT

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

OLD BUSINESS
NEW BUSINESS

APPOINTMENTS: Raymond Delhotal – Inlet Swamp Drainage District
Stanley Pfoutz – Trustee of the Franklin Grove Sanitary District

ORDINANCE – Clerk of Courts Act – increase fee collected

Treasurer – Quarterly Report

EXECUTIVE SESSION
MILEAGE & PER DIEM
ALL BILLS & APPROPRIATIONS ALLOWED BY ROLL CALL
ADJOURN

Lee County Finance Committee Meeting Minutes

August 24, 2010 – 9:00 a.m.

Third Floor Board Conference Room, Old Lee County Courthouse
112 East Second Street, Dixon, Illinois 61021

Members present Rick Ketchum (Chairman), Marilyn Shippert (Vice Chairman), Tom Demmer (Secretary), Jerry Leffelman, Bill Palen

Visitors John Varga (Sheriff); Henry Dixon (State's Attorney); John Fritts (Treasurer); Denise McCaffrey-Ehrmann (Circuit Clerk); Marty Meyer (Coroner); Cathy Myers (County Clerk); Nancy Nelson (County Clerk); Marvin Williams (Board); John Nicholson (Board); Diane Nicholson (Tourism); Denise Burrs (Health); Kim Becker (Probation); Dave Chandler (Board)

Chairman Ketchum called the special committee meeting to order @ 9 a.m.

Ms. Shippert said that the request for spending cuts of \$300,000 by the County Board will likely mean layoffs are necessary. Ms. Shippert has been investigating cost calculation methods for estimating the cost of unemployment benefits. Ms. Shippert suggests cutting \$300,000 from County General, and establishing a \$75,000 "Unemployment Fund" to better illustrate the cost of layoffs.

Mr. Ketchum said that the starting point for salary reductions could be those positions that are currently vacant, e.g. the position in the County Clerk's office.

Ms. Shippert distributed copies of a plan for cutting \$300,000 from County General expenditures. This plan includes eliminating the \$1,000 raise for all non-union employees, eliminating the new hires approved by the Executive Committee after the hiring freeze was instituted, cutting from the Coroner's budget because of the newly created Coroner's Fund, and reducing materials budgets across the board.

Mr. Leffelman said a cut of 9% in Services and Materials lines for all departments would yield a \$300,000 savings.

Mr. Ketchum said cutting new hires after the hiring freeze went in to effect, eliminating one probation employee, one Sheriff's deputy, and one squad car, and cutting the contingencies budget would yield \$300,000 savings.

Mr. Ketchum brought up early retirement options. Ms. Becker estimated that the County would have to pay \$28,000 to buy her out and make her eligible for early retirement. Mr. Fritts said the County is required to do a cost-estimate as step one of pursuing an early retirement option.

Mr. Nicholson said the Finance Committee should talk to department heads to find specific items to cut.

Mr. Ketchum said reducing the contingencies fund would require cost overruns to be taken to the full County Board and allow for closer scrutiny of overruns.

Ms. McCaffrey-Ehrmann said the County is able to raise the amount earmarked for the Court Document & Storage Fund from "May Appear" tickets. Ticket fine amounts will soon be increased across the state, and the Illinois Supreme Court has upheld the right for counties to take a share of the ticket fines. A vote on this proposal may take place at the next County Board meeting.

- ✓ **Motion to eliminate raises for non-union employees paid by the County General Fund, and to reduce departmental bottom lines by the amounts in the Shippert**

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Proposal made by Mr. Demmer, seconded by Ms. Shippert. Five voting yea, none voting nay; motion carried.

Departmental Reductions to Bottom Line of Proposed Budget

County Clerk	\$27,100
Circuit Clerk	\$50,200
Treasurer	\$11,693
Sheriff	\$112,850
Coroner	\$3,000
State's Attorney	\$1,000
Rabies	\$500
Judge Ackert	\$400
Judge Beckman	\$400
Judge Jacobson	\$400
County Board	\$2,000
Probation	\$69,800
ESDA	\$7,000
Judge Fish	\$400
Assessor	\$400

- ✓ **Motion to eliminate raises for non-union employees in funds other than the County General Fund (i.e. Highway, GIS) made by Ms. Shippert, seconded by Mr. Leffelman. Five voting yea, none voting nay; motion carried.**

- ✓ **Motion to adjourn made by Ms. Shippert, seconded by Mr. Palen. Five voting yea, none voting nay; meeting adjourned at 10:26 a.m.**

Respectfully submitted,
Tom Demmer

Lee County Finance Committee Meeting Minutes
September 16, 2010 – 9:00 a.m.
Third Floor Board Conference Room, Old Lee County Courthouse
112 East Second Street, Dixon, Illinois 61021

Members present Rick Ketchum (Chairman), Marilyn Shippert (Vice Chairman), Tom Demmer (Secretary), Jerry Leffelman, Bill Palen

Visitors John Varga (Sheriff); John Fritts (Treasurer); Denise McCaffrey-Ehrmann (Circuit Clerk); Marty Meyer (Coroner); Cathy Myers (County Clerk); Jim Seeberg (Board); Marvin Williams (Board); John Nicholson (Board); Denise Burrs (Health); Dee Duffy (Board); Bonnie Baxter (Animal Control); Mike McBride (IT)

Chairman Ketchum called the meeting to order @ 9:02 a.m.

Chairman's comments on previous minutes

None.

Financial Report

Mr. Ketchum said the County is still behind on estimated receipts, mostly due to the State of Illinois owing approximately \$300,000 to the County. The salary line item in the Sheriff's budget is running high due to the mid-year raises that weren't included in the original budget. The Finance Committee intends to make the Sheriff's Department salary line item whole near the end of the year.

Probation Report

A report submitted by Kim Becker was distributed in her absence.

County Clerk's Report

Ms. Myers circulated a tax auction notice for committee members' signature. Ms. Myers said the revenue stamp line item is slightly more than \$19,000 in the red. Approximately \$20,000 is needed for revenue stamps for the rest of the year. Ms. Myers would like to transfer \$40,000 into the revenue stamp line. Mr. Nicholson said \$40,000 in revenue stamps would bring back \$60,000 in income.

Sheriff's Report

Sheriff Varga said the claims submitted by the Sheriff's Department for September will seem unusually high. This is because the City of Dixon billed for two months of gasoline use at once and because other one-time costs happened to come due in this month. Sheriff Varga said that although this month is high, the annual budget is still in line.

Sheriff Varga spoke to the Executive Committee on September 15 regarding the different information he has been hearing about the County's financial plan. Sheriff Varga again asked the Finance Committee for guidance for the future and indicated that the Sheriff's office already has its eye on the 2012 budget. Sheriff Varga has made the budget reduction as requested by the Finance Committee after the August 24 special meeting, but warned that if further reductions are made for the 2012 budget that considerable personnel reductions would be inevitable.

Ms. Shippert asked why pay for the last three days of November 2011 are included in the 2011 budget when they won't be paid until 2012. Sheriff Varga said he would check with his staff to provide an answer.

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Board Chairman's Report

Mr. Seeberg said the Highway Department is a levied office and he opposes transferring \$300,000 from Capital Projects into the County Highway Fund. Mr. Seeberg said the \$300,000 transfer came out of a supposedly one-time transfer to enable the Highway Department to purchase trucks and that the intent of the Finance Committee at that time was not to make the transfer every year. Mr. Nicholson concurred that the transfer was not intended to recur annually. Sheriff Varga said the Sheriff's Department is reducing new vehicles by five in order to meet the committee's budget reduction goal without cutting personnel, and feels it is not fair to allow the Highway Department to keep the \$300,000 transfer while other offices are cutting.

Circuit Clerk's Report

Ms. McCaffrey-Ehrmann worked on a resolution increasing the County's share of ticket fines—as allowed by the Illinois Supreme Court. The resolution passed the Executive Committee on September 15 and will come to the full Board meeting. The increase is from the current \$5 per ticket to \$15 per ticket to be deposited in the Circuit Clerk's Automation and Court Document & Storage funds. This increased share for the County coincides with a statewide increase in ticket fines, from the current \$75 to \$120.

Treasurer's Report

Mr. Fritts presented the Treasurer's Annual Report. Sales tax receipts and property tax replacement receipts are lower than expected, other categories are in-line with estimates.

Mr. Williams

Mr. Williams said he has heard different numbers from different people regarding the County's financial picture and budget proposals. Mr. Williams said he is frustrated by this inconsistency.

New Business

Mr. Ketchum distributed information on the levy, which will be offered to the full Board at the next meeting. Mr. Ketchum estimates, with the maximum 5% increase allowed under PTELL, the County can allocate an additional \$250,718. Mr. Ketchum said the committee had previously discussed giving the Highway Department a 5% increase in their levy and using the remainder for the Corporate, or County General, levy. The levy issue was set aside momentarily to discuss the County Highway levy.

Mr. Ketchum referred to the comments of Mr. Seeberg and asked if the committee would like to rescind the \$300,000 transfer from Capital Projects to the County Highway Fund.

- ✓ **Motion to rescind \$300,000 transfer from Capital Projects to County Highway Fund in the 2011 Proposed Budget made by Mr. Leffelman, seconded by Mr. Palen. Four voting yea, one voting nay; motion carries. (Voting yea: Ketchum, Leffelman, Palen, Demmer. Voting nay: Shippert)**

Ms. Shippert said that since the transfer was being removed from the County Highway Fund, the levy ought to be increased partially.

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- ✓ **Motion to extend the County Highway levy by \$75,000 and extend the Corporate levy by \$175,000 made by Ms. Shippert, seconded by Mr. Demmer. Five voting yea, none voting nay; motion carries.**

Mr. Ketchum said 8 of 25 departments have submitted revised budgets based on the recommended reductions given by the Finance Committee at the special meeting of August 24.

Mr. Ketchum said State's Attorney Dixon sent a letter to Mr. Ketchum regarding the reimbursement to the County for an employee to oversee the 5311 Transportation Grant. Mr. Fritts said he can't raise the pay of the employee he has appointed to oversee the grant because of an existing contract.

Mr. Ketchum said State's Attorney Dixon had a resignation of an attorney in his office this year, hired a replacement attorney at a lower salary, and used the leftover money to give raises to three other attorneys. Ms. Shippert said she was concerned about how these raises would impact budgeting in years to come.

- ✓ **Motion to transfer \$40,000 from Contingencies into County Clerk's Revenue Stamps line made by Mr. Leffelman, seconded by Mr. Palen. Five voting yea, none voting nay; motion carries.**

Mr. Ketchum said the Administrative Services Committee would like to meet with the Finance Committee regarding the classification of elected/salaried/hourly employees of the County and the benefits and expectations for each classification. The Finance Committee will meet with the Administrative Services Committee at 10:30 a.m. on October 12.

Mr. Ketchum said health insurance premiums are scheduled to increase by 35% for next year. Ms. Judy Truckenbrod is soliciting competing bids for an October meeting.

Ms. Shippert again brought up the idea of outsourcing payroll services. Ms. Myers reiterated her skepticism to cost savings and said having an extra employee to do payroll helps in other service areas as well. Mr. Ketchum and Ms. Myers will collect more information on procedure for outsourcing payroll and evaluate the cost and benefit.

- ✓ **Motion to adjourn made by Mr. Leffelman, seconded by Mr. Palen. Five voting yea, none voting nay; meeting adjourned at 10:38 a.m.**

Respectfully submitted,
Tom Demmer

LEE COUNTY SOLID WASTE/HEALTH & WELFARE COMMITTEE

Wednesday, September 15, 2010

9:00 AM

Present: B. Buckley, J. Ferrone, A. Taylor, and J. Truckenbrod. Absent: T. Day
Also: Dave Anderson – Solid Waste Coordinator; Dr. William Kuhfus – Animal Control; Paul McMahon – ROE; Rick Ketchum – County Board

Meeting was called to order at 9:05.

Claims: ROE: \$5,279.02	Rabies: \$1,986.73
Capital Projects Fund: -0-	Animal Control Fund: \$2,041.40
Veterans' Fund: \$3,829.13	Pet Population Fund: \$
Solid Waste Fund: \$9,365.90	

Motion to pay claims from proper accounts made by Mr. Ferrone, seconded by Mr. Buckley; motion carried 4-0.

ROE Report - Mr. McMahon reported business as usual and that all schools are in session.

Veterans' Report - None

Animal Control Report – Responses to service agreements with Animal Control were received from Sublette and Compton with both opposed.

The Sheri Thompson case was finally closed after almost two years!

The committee asked Animal Control to log all calls each month; want to know where most calls are from.

The committee asked for a detailed phone plan; will review during October meeting.

Solid Waste Coordinator's Report – Meeting on Wednesday, September 8th with Steve Smith, Dave Geier, Tim, Rick Ketchum, John Nicholson, Judy Truckenbrod, David Anderson

Road pay \$1.8 by quarter. Extend time frame for expansion.

Patrick Engineering submitted change order that maintains same rate. (\$7,700)

Electronic Collection will be October 22-23, (not confirmed), on Pines Road, west of Oregon.

Following a request by the Finance Chairman, the representatives from Republic Services, Inc. met with Mr. Ketchum, Mr. Nicholson, Mrs. Truckenbrod, and Mr. Anderson to clarify questions posed by some county board members. Republic sent a letter as a follow-up that includes one request for a change in the “Third Agreement to Solid Waste Management Agreement.” The committee discussed the letter and the response. No comments will be made before consultation with the Lee County State’s Attorney.

Motion to adjourn made by Mr. Ferrone at 10:50; motion seconded and carried.

Next meeting will be Wednesday, October 13, 2010, at 9:00 a.m.

Respectfully submitted,
Ann Taylor, Secretary

Lee County Board of Health Report

September 14, 2010

The Lee County Board of Health met at 6:30 p.m. on Tuesday, September 14, 2010. Board members present were Janet Lynch, Dr. Saad Blaney, Andrew Bollman, Bob Stevens, Dr. William Long, Dave Schreiner, Dr. Joel Hochstatter and Jim Jones. Also present at the meeting were health department employees Cathy Ferguson, Candy Wallace, Denise Burrs and Tim Trader. Guests present were Amy Adams, Clyde Lipp and Larry Prindaville of Sinnissippi Centers; and UIC Rockford students Laura Gould and Brent Bialik.

The minutes for the July 13, 2010 meeting were approved.

Ms. Ferguson introduced the students who were attending the meeting as a requirement of a public health course they are taking.

Amy Adams and Clyde Lipp provided the board an overview of Sinnissippi Center's early childhood mental health initiative they have received funding for. A coalition of representatives from various social service agencies, including the health department has been established. This Project, entitled "Community That Cares" is a four county endeavor including Lee, Carroll, Whiteside and Ogle.

Mike Frazier presented the board an overview of the department's All Hazards Plan.

The July & August Financial Reports and August & September Claims Registers were reviewed and approved.

Program reports were provided by Division Directors.

Flu clinic plans are underway. Several clinics will be held onsite at the health department beginning in October. Also, 3 schools will host clinics as part of a pilot project including Steward Elementary, Amboy Junior High and Ashton Franklin Center High School. These school clinics will also be open to members of the community.

Mr. Trader informed the board that there is currently only one mobile body art unit that is licensed in Lee County. The department received a report of an unlicensed individual going to people's homes and performing tattoos. Subsequently, the department issued a press release reminding residents to ask to see a facility's license. This prompted the receipt of several calls from citizens; one with specific contact information on a person performing tattoos without a license. This report has been referred to the Dixon Police Department.

Mr. Trader informed the board he had recently spent a week in Aniston, Alabama at an Emergency Response in Environmental Health training offered through the Department of Homeland Security. All expenses were covered through DHS. Mr. Trader felt the training was excellent and was grateful for the opportunity to attend.

Ms. Ferguson thanked Ms. Burrs for her extra efforts with this year's new grant application format. Due to new legislation revolving around transparency, applications were required to be submitted for every state grant received. In the past, many of them were continuing grants requiring a simple contract signature. These applications required detailed budgets and Ms. Burrs was instrumental in completing this portion of the applications.

Ms. Ferguson updated the board on her budget hearing and said she would get the proposed budget out for review prior to the November board of health meeting.

The board approved the FY11 funding request from Sinnissippi Centers, which is a \$1,355 increase from FY10, totaling \$46,570.

The board discussed and approved proposed environmental health code additions which will be taken to the county board's administrative services committee in October.

The meeting was adjourned at 7:55 p.m.

**The next scheduled meeting of the Board of Health is
Tuesday, November 9, 2010 at 6:30 p.m.**

Respectfully Submitted,

A handwritten signature in cursive script that reads "Cathy Ferguson".

Cathy Ferguson, M.P.H.
Public Health Administrator

LEE COUNTY
ROAD AND BRIDGE COMMITTEE MEETING MINUTES

Monday, September 13, 2010 – 8:00AM

Lee County Highway Department
1629 Lee Center Road, Amboy, Illinois 61310

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, Dick Binder, David Chandler Arr. (8:05), Jim Wentling and Allyn Buhrow (Dept. 10:00). Also present: County Engineer David Anderson, Finance Chairman Rick Ketchum, Board Member Larry Eisenberg and Tom Nauman

The committee first approved the minutes for last months meeting.

Tom Nauman then approached the committee on behalf of the Amboy Knights of Columbus and described a sidewalk construction project they would like to undertake on County Right of Way. The sidewalk construction would be along Rockyford Road from the City of Amboy limits southerly to the cemetery with the southerly 900' planned to be completed in 2010. The project would be at no cost to the County. Mr. Anderson expressed his concerns regarding the County's liability during and after construction in addition to the absence of a detailed construction plan that would address several construction obstacles. The committee discussed these issues and asked Mr. Nauman to prepare an agreement that includes the County as additionally insured on the Knights of Columbus insurance policy, providing liability protection for the County, a completion commitment, along with project specifications relating to the base preparation, dimensions and concrete sidewalk thickness. The agreement will also include the proposed timeline for the various phases of the project. The committee would like to make every effort to review the agreement before presenting it to the full board this month. Mr. Anderson reiterated that while he believes this is a worth while project for the community and commends Mr. Nauman for his efforts, he can not endorse a project on County right of way that lacks a detailed construction plan and specifications.

As a sideline to the discussion above, members of the committee questioned the piping arrangement of the City's sanitary sewer lift station along Rockyford Road. They felt the temporary piping needed in the event of a power outage should be placed in the adjacent building when not in use as it is a visual and roadway maintenance nuisance. As such, they directed Mr. Anderson to send a letter to the City addressing the issue.

The committee then audited and approved claims from the previous month. The claims were as follows: County Highway \$92,808.48 and payroll of \$60,072.66; County Special Bridge \$22,953.31; County Matching \$122,300; County Motor Fuel \$29,516.87 and Township Motor Fuel \$186,774.13. The Committee also reviewed the request for deposit of funds in the amount of \$276.15 into the County Highway Fund and \$1,275.73 into the County Special Bridge Fund. *A motion made by Mr. Buhrow and seconded by Mr. Wentling carried, approving the claims.*

The committee reviewed the Department's financial reports. It was noted that barring any unforeseen circumstances, the County Highway Fund should come in at or under budget.

ROAD AND BRIDGE COMMITTEE

Meeting Minutes Cont.

Mr. Anderson informed the committee that pursuant to the road agreement with Next Era Energy, they are obligated to pay for diminished pavement life on County roads used as haul routes, even though there are no present signs of pavement distress. Next Era is prepared to either repave with an appropriate lift thickness or compensate the Department with the monetary equivalent (\$772,000). Since there are no current signs of pavement distress on the haul routes, *Mr. Wentling motioned to place the funds in the County Matching account to be used for the ongoing maintenance needs of the County Highway system, Mr. Chandler seconded and all were in favor.* Funds in this account can only be used with either state or federal funds, ensuring that money is only used for roadway maintenance or construction and that appropriate design standards will be utilized.

Mr. Ketchum reported that the Operating Engineer's Local 150 would like to begin negotiations on the labor contract set to expire at the end of this fiscal year. At present, the first negotiating meeting is scheduled for October 8th.

The next Road and Bridge meeting will be on Tuesday, October 12, 2010 at 8:00 a.m. at the Highway Department in Amboy.

With no other business to discuss, the meeting adjourned at 10:15 A.M.

Respectfully Submitted,
David Anderson

Lee County Properties Committee Meeting Minutes

September 14, 2010 – 9:00 a.m.

Third Floor Board Conference Room, Old Lee County Courthouse
112 East Second Street, Dixon, Illinois 61021

Members present John Nicholson (Chairman); Bob Stevens (Vice Chairman); Tom Demmer (Secretary); Larry Eisenberg; Marvin Williams

Visitors Jim Seeberg (Board); Kim Becker (Probation); Rick Ketchum (Board); Chris Henkel (Maintenance); Steve Robery; Kelly Reagan-Robery

Chairman Nicholson called the meeting to order @ 9:00 a.m.

Claims presented:	Properties	\$32,412.12
	Insurance & Bonds	\$280.00
	Capital Projects	--
	Capital Improvements	--
	Zoning	\$442.53
	Planning	\$73.33
Probation:	County Funds	--
	Probation Services Fee	\$6,542.64
	Dependent Children's Care	\$13,920.00
	Probation Innovative Grant	\$4,300.00
	Juvenile Justice Council	--
	Youth Diversion Fee Fund	--
	Drug Court	\$4,012.70
	Juvenile Redeploy Grant	\$6,251.32
	Adult Redeploy Grant	--
	Mental Health Court	--
	4E Funds	\$1,333.35

✓ **Motion to approve claims made by Mr. Williams, seconded by Mr. Stevens. Five voting yea, none voting nay; motion carries.**

Board Chairman's Report

Mr. Seeberg said he would appear before the Finance Committee to object to the transfer of \$300,000 from Capital Projects into the County Highway Fund.

Probation Report

Ms. Becker said her office has given up the Probation Innovative Services grant because of budget cuts. Participation in the grant required matching funds from the County, and Ms. Becker said her department does not have sufficient funds.

Ms. Becker said her department and the Sheriff's Department bore the brunt of the recommended budget reductions and that she didn't think that was fair. Ms. Becker chose to make the cuts to services in order to alleviate the need to make as large of personnel reductions.

Maintenance Report

Mr. Henkel said he is investigating a new company that recently got a bid for the State electrical components and items. Mr. Henkel said the company has a large inventory and competitive prices.

Lee County Properties Committee Meeting Minutes

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Mr. Henkel said the County was awarded the grant for a heat economizer. The County will pay up-front, and be reimbursed 75% of costs.

- ✓ **Motion to purchase the heat economizer by Mr. Demmer, seconded by Mr. Williams. Five voting yea, none voting nay; motion carries.**

Mr. Henkel said the telephone audit revealed minimal opportunities for cost savings. He is working with the auditor to identify actual changes to see savings.

Mr. Ketchum said the County is paying several hundred dollars per month in rent for Mr. Lalley's office in the 911 Building. Mr. Henkel said there is room for Mr. Lalley to move to the basement of the Courts Building, with minor modifications. Mr. Henkel will work to identify a suitable location for Mr. Lalley's office in the basement of the Courts Building.

- ✓ **Motion to move Mr. Lalley's Office to the Courts Building by Mr. Williams, seconded by Mr. Stevens. Five voting yea, none voting nay; motion carries.**

Old Business

Mr. Nicholson said the Committee needs to advance a resolution in order to enact a moratorium on windmill construction, then the resolution will come to the full Board.

- ✓ **Motion to advance a resolution calling for a six month moratorium on windmill construction made by Mr. Eisenberg, seconded by Mr. Stevens. Five voting yea, none voting nay; motion carries.**

New Business

Mr. Williams asked Mr. Henkel about the junk car situation in the County. Mr. Henkel said it is an ongoing problem.

- ✓ **Motion to adjourn made by Mr. Eisenberg, seconded by Mr. Stevens. Five voting yea, none voting nay; meeting adjourned at 9:45 a.m.**

Respectfully submitted,
Tom Demmer

LEE COUNTY
ADMINISTRATIVE SERVICES COMMITTEE MEETING MINUTES
Monday, September 13, 2010 - 9:00 A.M.
Third Floor Board Conference Room, Old Lee County Courthouse
112 East Second Street, Dixon, Illinois 61021

Members present: Ray Harrison, Joe Patzer, John Ferrone, Steve Kitzman, and Mike Farster
Absent: Kathy Hummel
Guests: Mike McBride (GIS/IT), Wendy Ryerson (Assessor), John Fritts (Treasurer),
Cathy Myers (Clerk), Kevin Lalley (EMA), Chris Henkel, and Marilyn Shippert (Board member).

County Clerk

Reviewed claims from the County Clerk's Automation fund totaling \$507.19, and County Clerks Office fund totaling \$23,931.40. A motion to approve the County Clerk's claims was made by Mr. Kitzman and seconded by Mr. Ferrone. Motion carried 5-0. Ms. Myers reported that absentee voting will begin on September 23, 2010.

County Treasurer

Reviewed claims from the Treasurer's Automation fund totaling \$, County Collector's fund totaling \$1,980.98, and Treasurer's Office fund totaling \$162.63. Also reviewed the Hotel/Motel tax claims from City of Dixon \$7,299.66, Tourism \$222.31, and from Lee County \$7,299.66. A motion to approve the County Treasurer's claims was made by Mr. Kitzman and seconded by Mr. Ferrone. Motion carried 5-0.

County Assessor

Reviewed claims from the Assessor's Office fund totaling \$1,973.68. A motion to approve the County Assessor's claims was made by Mr. Kitzman and seconded by Mr. Farster. Motion carried 5-0. Ms. Ryerson reported that the Assessor's Office was not yet done with the corrections of the tax bills. And that the work is being done on finalizing the 2010 tax bills. Ms. Ryerson had sent a survey out to other counties concerning fees charged when dealing with FOIA's. (Freedom of Information Act) A motion was made by Mr. Ferrone to create a resolution to charge a fee for computer assisted mass appraisal data (CAMA). The motion was seconded by Mr. Kitzman. Motion carried 5-0.

County EMA

Reviewed claims from the EMA's Office fund totaling \$810.15. A motion to approve the EMA's claims was made by Mr. Farster and seconded by Mr. Patzer. Motion carried 5-0.

County GIS/IT

Reviewed claims from the GIS Recording Fee fund totaling \$202.19. A motion to approve the County GIS/IT's claims was made by Mr. Kitzman and seconded by Mr. Ferrone. Motion carried 5-0. Mr. McBride informed the committee that \$218.30 worth of data was sold to the Invenergy Wind Company.

New Business

The committee discussed the number of paid County holidays and also the definition of an hourly paid employee and a salary paid employee. The committee would like to meet with the Finance committee and develop a solution to the questions concerning this issue.

Old Business

There was a question as to where guests would be put on the agenda to be heard. In the County's year book under Rules and Order of Business, page 15, part F., each guest shall be heard at such time that the Chairman has determined.

Motion to adjourn at 11:05 A.M. by Mr. Farster and seconded by Mr. Kitzman. Motion carried 5-0. The next meeting will be Monday, October 11, 2010, at 9am on the 3rd floor of the Old Courthouse.

Submitted by,
Mike Farster - Secretary

**LEE COUNTY
EXECUTIVE COMMITTEE MEETING MINUTES**

Wednesday, September 15, 2010 - 1:00P.M.

**Third Floor Board Conference Room, Old Lee County Courthouse
112 East Second Street, Dixon, Illinois 61021**

Members present: Jim Seeberg, Greg Witzleb, Mike Farster, Isaac Mercer, and Hal Moroney

Visitors John Varga (Sheriff), Marty Meyer (Coroner-rep.), Cathy Myers (County Clerk-rep.), John Fritts (County Treasurer), Sandy Cargill (St. Attorney-rep.), and Rick Ketchum and Marvin Williams (Board members).

Chairman Seeberg called the meeting to order at 1:00 p.m.

County Coroner

Reviewed claims from the County Coroner's Office fund totaling \$2,557.73. A motion to approve the County Coroner's claims was made by Mr. Mercer and seconded by Mr. Witzleb. Motion carried 5/0. Ms. Meyer reported as of September 1, 2010, there are 3 pending inquires and 1 pending inquests.

County Sheriff

Reviewed claims from the County Sheriff's Office fund totaling \$42,167.33. A motion to approve the Sheriff's claims was made by Mr. Farster and seconded by Mr. Witzleb. Motion carried 5/0. Sheriff Varga is checking with vendors trying to save on the budget. Five new squad cars came in and hopefully are on the road next week.

County Circuit Clerk

Circuit Clerk	\$2,265.41
Jury	none
Court Document Storage	\$2,217.79
Automation	2,265.41
Child Support Enforcement	\$290.00

A motion to approve the County Circuit Clerk's claims was made by Mr. Witzleb and seconded by Mr. Moroney. Motion carried 5/0.

County State's Attorney

Reviewed claims from the State's Attorney's Office totaling \$3,489.21. A motion to approve the State's Attorney's claims was made by Mr. Mercer and seconded by Mr. Witzleb. Motion carried 5/0.

County Public Defender

County Board

Reviewed claims from the County Board's Office fund totaling \$99.00. A motion to approve County Board's claims was made by Mr. Farster and seconded by Mr. Witzleb. Motion carried 5/0.

To Zoning Board of Appeals

Nothing presented.

From Zoning Board of Appeals

Nothing presented.

To Planning Commission

Nothing presented.

From Planning Commission

Nothing presented.

Appointments

Nothing presented.

Old Business

Nothing presented.

New Business

Nothing presented.

Motion to adjourn at 1:58pm was made by Mr. Moroney and seconded by Mr. Witzleb.

Motion carried 5/0.

Next meeting will be held on October 13, 2010, at 1:00pm.

Respectfully submitted,
Mike Farster - Secretary

**LEE COUNTY MONTHLY REPORT
ANIMAL CONTROL / DOG FACILITY**

ENTRY:

DOGS

ANIMALS SUBMITTED BY ANIMAL CONTROL	16
RELINQUISHED BY OWNER	1
DROP-OFFS, POLICE, OTHER	0

EXIT:

ADOPTED	7
RECLAIMED BY OWNER	5
EUTHANIZED	3
OVER POPULATION (extra dog days etc.)	41

(We get charged when we have more than **3** dogs in our pound facility at one time or when a dog is there longer than 7 days)

TOTAL MONTHLY POPULATION	20
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DOG POUND (COUNTY GEN)	\$ 816.17
PET POPULATION	\$ 1,600.00
RABIES	\$ 3,236.67
ANIMAL CONTROL	\$ 1,618.33

.....

	End of June	78,742	
MONTHLY MILEAGE –	End of Aug	80,919	2177 miles

TICKETS ISSUED	0
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SUBMITTED BY Bonnie Baxter DATE: Sept. 1, 2010



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

August 2010

MONTHLY REPORT

FEES COLLECTED AND DISBURSED TO:
LEE COUNTY TREASURER

Filing Fees	\$20,672.12
Library	\$1,540.00
Work Release	\$784.00
Court System	\$2,596.38
Automation	\$6,223.17
Security	\$7,282.20
Probation	\$3,542.00
Court Document Storage	\$6,126.56
Annual Support/Maintenance	\$344.00
Public Defender	\$0.00
Home Confinement	\$30.00
Minor Room & Board	\$101.00
Guardian Ad Litem	\$30.00
Lee County States Attorney	\$2,102.62
Lee Co SA Collection Fee	\$20.00
Medical Costs	\$343.00
Youth Diversion	\$680.92
Drug Court Fund	\$662.50
2nd Chance Program	\$1,155.00
TOTAL	\$54,235.47

OTHERS:

Lee County Sheriff	\$490.00
Marriage Fund of the Circuit Court	\$50.00
Restitution	\$2,187.46
DNA Identification	\$186.20
Anti-Crime Fund	\$505.00
Clerk Op Add-Ons	\$536.00
SC Services & Associates	\$0.00
Alliances Counseling	\$0.00
Child Advocacy Fee - Shinning Star	\$1,132.00
Probation - Drug Court Fee	\$155.00
Probation - Mental Health Court Fee	\$30.00
Clerk Op Deduct	\$35.25
Pre Scrn Appl	\$75.00
TOTAL	\$5,381.91

STATE TREASURER:

Drivers Education Fund	\$1,119.00
V.C.V.A.	\$2,510.25
Penalty Assessment Surcharge	\$356.95
DV Shelter Service	\$411.00
Trauma	\$1,606.16
LEADS	-\$168.15
Domestic Battery	\$12.60
DV Abuser Service	\$41.40
State Fee - Traffic	\$3,404.99
T&CCSF	\$2.00
DUI Equipment	\$2,647.20
Sexual Assault	\$90.00
Spinal Cord Trust	\$39.00
Hwy Hire-Back Fund	\$1,566.00
Prisoner Rvw Board	\$30.00
Lump Sum Surcharge	\$9,576.29
Fire Prevention	\$30.00
Fire Truck Ln Fund	\$30.00
DV Surveillance	\$0.00
Drug Assessment Fund	\$1,686.00
State Police Svcs	\$165.00
State Police Ops	\$2,500.00
TOTAL	\$27,655.69

FINES COLLECTED & DISBURSED TO:

MUNICIPALITIES:

City of Dixon - Traffic	\$7,996.07	Drug	\$110.00	\$8,106.07
City of Dixon DUI Equip				\$352.00
City of Dixon Police Veh Fund				\$280.00
City of Amboy				\$329.50
City of Amboy Police Veh Fund				\$20.00
City of Amboy DUI Equipment				\$0.00
Village of Ashton				\$449.70
Village of Ashton Police Veh Fund				\$40.00
Village of Franklin Grove				\$100.00
Village of Paw Paw				\$157.30
Sub-Total				\$9,834.57

COUNTY:

Traffic		\$19,855.22
State Police	\$11,160.37	
Co. Sheriff	\$8,154.85	
Bond Forfeiture	\$540.00	
County Fee/Traffic		\$7,834.07
Criminal		\$4,741.95
Rabies		\$10.00
Drug		\$227.94
County General	\$159.11	
Sheriff	\$68.83	
Lee County Sheriff DUI Equip		\$242.40
Lee County Sheriff Police Veh Fund		\$475.00
Sub-Total		\$33,386.58

STATE

State of IL - Conservation		\$391.28
State of IL - Overweights		\$1,970.00
State of IL - DASA 121/2% Drug		\$44.72
State of IL - Criminal Lab Analysis		\$0.00
State of IL - Drug Crime Lab		\$275.00
State of IL - DUI Crime Lab		\$0.00
State of IL - Secretary of State		\$0.00
State of IL - Drug Enforcement		\$0.00
State of IL - DUI Equipment		\$69.40
State of IL - Police Veh Fund		\$360.00
Sub-Total		\$3,110.40

TOWNSHIPS:

Sublette Township		\$300.00
Sub-Total		\$300.00

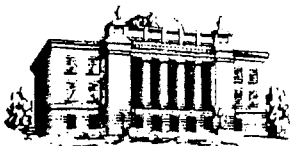
TOTAL **\$46,631.55**

CHILD SUPPORT COLLECTED & DISBURSED **\$0.00**


DENISE A. MCCAFFREY, CIRCUIT CLERK

OFFICE OF THE COUNTY CLERK AND RECORDER
 LEE COUNTY COURT HOUSE
 DIXON, ILLINOIS 61021-0329

MAILING ADDRESS:
 P.O. Box 329
 DIXON, IL 61021-0329



PHONE 815-288-3309
 FAX 1-815-288-6492

MONTHLY REPORT OF

NANCY NELSON
 County Clerk and Recorder

NANCY NELSON, COUNTY CLERK AND RECORDER

Sharon Sawyer, *Chief Deputy*
 Doris Long
 Sharon Moeller
 Lora Ketchum
 Ronette McKnight
 Anna Keys
 Cathy Myers
 Kathy Grossman

TO THE HONORABLE CHAIRMAN AND MEMBERS OF THE LEE COUNTY BOARD:
 THE FOLLOWING ENUMERATED AMOUNTS WERE RECEIVED BY MY OFFICE DURING THE
 MONTH OF AUGUST 2010

TOTAL RECEIPTS.....		\$124,899.92
MARRIAGE LICENSE FEE.....		\$805.00
	(VITAL RECORDS SPECIAL FUND)	\$392.00
	(EDC SPECIAL FUND)	\$354.00
CERTIFICATIONS.....		5981.00
MISCELLANEOUS.....		4765.00
	(RECORDING SPECIAL FUND)	\$3055.50
	(GIS SPECIAL FUND)	\$11,050.00
	(RHSP SURCHARGE)	\$5445.00
	(DVF)	\$115.00
RECORDING.....		41,459.00
REAL ESTATE TRANSFER STAMP SALES (GROSS).....		11,699.25
TRUST FUND RECEIPTS		
REDEMPTIONS FROM TAX SALE		60,190.67
TOTAL AMOUNT OF FEES RECEIVED		64,709.25
	(GENERAL FUND)	\$44,297.75 #4840
	(VITAL RECORDS)	\$392.00 #4841
	(EDC)	\$354.00 #4842
	(RECORDING)	\$3055.50 #4843
	(GIS)	\$11,050.00 #4844
	(RHSP SURCHARGE)	\$5445.00
	(DVF)	\$115.00 #4845
TOTAL AMOUNT OF TRUST FUNDS HELD AT BEGINNING OF MONTH.....		84,075.40
RECEIVED DURING MONTH AS SHOWN ABOVE.....		60,190.67
PAID OUT TO PURCHASERS DURING THE MONTH.....		38,077.93
BALANCE OF TRUST FUNDS HELD AT END OF MONTH.....		106,188.14

RESPECTFULLY SUBMITTED,

Nancy Nelson by Grace McCall Deputy
 NANCY NELSON, COUNTY CLERK