

# AGENDA OF THE LEE COUNTY BOARD

December 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

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: Thomas Draper – Commissioner – Maple Grove Drainage District

ORDINANCE: Amending Ordinance No. 1350 Amending the Boundaries of the Lee  
County Enterprise Zone (held over from November)

Sheriff: Jail Inspection

Highway: Petition for County Aid for Bridges and Culverts – Hamilton Township  
County Maintenance Resolution - MFT

RESOLUTION: The County Board, of Lee County Reallocating Recovery Zone  
Economic Development Bond and Recovery Zone Facilities Bond  
Allocations to the Illinois Finance Authority.

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

## Lee County Finance Committee Meeting Minutes

December 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), Hal Moroney (Vice Chairman), Dave Chandler (Secretary), Ed Fritts

**Visitors** John Varga (Sheriff); John Fritts (Treasurer); Marty Meyer (Coroner); Cathy Myers (County Clerk); Jim Seeberg (Board); John Nicholson (Board); Cathy Ferguson (Health); Bonnie Baxter (Animal Control); Kim Becker (Probation); Wendy Ryerson (Assessor); Kevin Lalley (ESDA); Chris Henkel (Maint.); Mike McBride (GIS); Denise McCaffrey (Circuit Clerk); Greg Witzleb, Judy Truckenbrod, Marvin Williams, Allyn Buhrow, Jerry Leffelman, Jim Wentling, Dick Binder, Marilyn Shippert; (Board members); Mr. Welty (KSB)

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

### *Financial Report*

Mr. Ketchum explained to the new members the monthly budget and expense. John Fritts showed last years receipts. There was discussion on the Public Safety Tax issue. Mr. Ketchum said collection total \$600,000 slant - 2 million plus.

### *Visitors:*

Sheriff Varga told the committee the annual jail inspection passed.

Ms. Becker discussed Probation Innovative Grant and how we had to make a repayment to the State.

Mr. Leffelman spoke out at the article in the newspaper regarding the Finance Committee.

Ms. Ferguson reported that the Health Department had a nurse retire.

### *Old Business*

Ms. Truckenbrod questioned using budget figures that were not approved by the Board.

The Committee decided to leave the budget line items as is. We will appropriate \$3,887.00 from 018-599.090-018 and add to the budget. This motion was made by Mr. Demmer, seconded by Mr. Moroney. Motion passed 5-0.

The attending Board members that voted no to the budget were polled as to how to balance the budget.

Mr. Leffelman would like to lower insurance costs.

Ms. Shippert would like to cut staff to decrease the deficit by \$200,000.00.

Ms. Truckenbrod had submitted a cost and benefit history.

Mr. Binder questions whether the County was going in the right direction. His suggestions would be layoffs to reduce the deficit at 3½ % a year for 5 years or \$293,000.00 per year.

Mr. Buhrow suggested the control of expenses, regardless of revenue, control benefits.

Mr. Chandler thinks that by creating a plan that reduces the deficit would head us in the right direction.

Mr. Wentling spoke on early retirement and questioned various funds in the County.

Mr. Seeberg brought the possibility of another landfill could be beneficial.

Mr. Moroney has ideas concerning the county vehicles and renegotiating union contracts.

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Mr. Demmer is concerned that the County has already been deeply cut.

Mr. Ed Fritts liked the idea of getting a plan in place; insurance costs and exploring options.

Mr. Ketchum thought the idea to reduce \$294, 000.00 was artificial and would like more insight.

Ms. Ryerson spoke that expenses are service orientated and outlined for everyone increases over the previous seven (7) years.

Ms. McCaffrey told the committee that her office has already been cut and we all need to put our heads together and come up with a plan. We need to look at cutting State mandated costs.

Mr. Ketchum pointed out that the Sheriff did not figure in the 27<sup>th</sup> pay period for 2011 in his budget and that there is a need to add \$40,900.00 to the Sheriff's budget.

The question was; do we need to redo the budget? Mr. Binder pointed out the deficit 2010/11 of \$1,609,487 and the previous budget 2009/2010 deficit of \$1,458,900. We need to reduce 2010/11 budget to match previous year with a plan in place by next year.

Mr. Buhrow would like to meet again and work out a plan to incorporate benefits reductions.

Ms. Becker thinks to maybe educate employees regarding cost and direction.

Mr. Demmer would like to see a cut of \$150,000.00 equally from everyone's budget and from deficit reductions, educate public as to service reductions

Mr. Witzleb suggested cutting money to the Social services groups.

There was discussion of levy reduction and found that we cannot reduce the levy.

*Mr. Demmer made a motion to reduce the budget equally by \$150,000.00. There were no seconds. Motion failed.*

The committee discussed taking \$50,000.00 from contingencies.

*New Business*

No new business.

**Motion to adjourn made by Mr. Moroney, seconded by Mr. Demmer.  
Motion passed 5-0. The meeting adjourned at 12:15 p.m.**

Respectfully submitted,  
Dave Chandler

**LEE COUNTY SOLID WASTE/HEALTH & WELFARE COMMITTEE**

Wednesday, December 15, 2010

9:00 AM

Present: Marilyn Shippert, Ann Taylor, Judy Truckenbrod

Absent: Mr. Buckley, Mr. Day

Also present: David Anderson – Solid Waste Coordinator; Bonnie Baxter, Dr. William Kuhfus – Animal Control; Paul McMahon – ROE;

Meeting was called to order at 9:00 a.m.

Claims: ROE: \$1779.46

Capital Projects Fund: -0-

Veterans' Fund: \$3343.80

Solid Waste Fund: \$4689.30

Rabies: \$796.17

Animal Control: \$1873.06

Pet Population Fund: \$52.27

**Motion to pay claims from proper accounts made by Ms. Shippert; seconded by Mrs. Taylor; motion carried 3-0.**

**ROE Report**

Mr. McMahon was present. He reported that schools have received the State Aid money for the 2009 year. He also said that the Dixon High School gym asbestos and renovation should be completed by Christmas.

**Veterans' Report** - None

**Animal Control Report**

Dr. Kuhfus brought the contract for the 2010-11 year for signatures. The small animal cages and the signage are yet to be installed at River Ridge. Dr. Kuhfus will pursue this.

Ms. Baxter has re-started the Pet Population Control assistance to low-income residents.

The form now states that the spaying or neutering must be done within 60 days.

The adoption policy with River Ridge has changed based on changes in State law that requires spaying, neutering, and vaccinations be done BEFORE the animal can leave the facility. The total cost is \$130; this is 40% cheaper than retail and is comparable to what neighboring counties charge. Dr. Kuhfus complimented the AC staff, especially on their efforts to have animals adopted rather than euthanized.

The Health Department notified Animal Control that any primates in the county must be registered with Animal Control.

Mr. DeBoor is making house calls if registration and/or vaccinations for dogs are not current. He reminds owners of this responsibility and gives them time to get it taken care of before returning.

**Solid Waste Coordinator's Report**

Mr. Anderson presented a quote from The Illusion Maker: 9 performances in Lee County elementary schools at \$575 each for a total of \$5175. He has all new material for the coming year. This program has garnered the most praise of any program presented. **Ms. Shippert made motion authorizing Mr. Anderson to sign the contract; second by Mrs. Taylor; motion carried 3-0.**

Mr. Anderson and Mr. Rikema (Ogle County Solid Waste Coordinator) will tour Kreider Services with Mr. Bob Owens to review that recycling program.

Motion to adjourn made by Ms. Shippert; motion seconded and carried. Time: 9:50

Next meeting will be Wednesday, January 12, 2011, at 9:00 AM.

Respectfully submitted,  
Ann Taylor, Secretary

**LEE COUNTY**  
**ROAD AND BRIDGE COMMITTEE MEETING MINUTES**

Monday, December 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: David Chandler, Jim Wentling, Allyn Buhrow and Jerry Leffelman. Also present: County Engineer David Anderson.

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 \$39,634.18 and payroll of \$65,917.28; County Special Bridge \$893.28; County Motor Fuel \$13,109.78 and Township Motor Fuel \$60,935.07. The Committee also reviewed the request for deposit of funds in the amount of \$3,372.49 into the County Highway Fund; \$9,416.80 into the County Special Bridge Fund; \$43,242.92 into the County Motor Fuel Tax Fund and \$58,271.32 into the township Motor Fuel Tax Fund. *A motion made by Mr. Wentling and seconded by Mr. Chandler carried, approving the claims.*

The 2011 motor fuel tax maintenance resolution in the amount of \$852,610 was introduced and discussed. *A motion was made by Mr. Wentling to approve the resolution, Mr. Buhrow seconded and all were in favor.* The resolution will be presented at the next County Board meeting.

A petition for County Aid in the amount of \$15,037.59 for a Hamilton Road District culvert replacement was presented to the committee. The County is obligated to pay one half the costs for a drainage project if the township meets the statutory requirements. Mr. Chandler motioned, Mr. Wentling seconded and all were in favor to approve the petition. The petition will be presented at the next County Board meeting.

The committee discussed the current state of the County's fiscal affairs and the difficulties encountered when attempting to reduce the budget deficit.

The next Road and Bridge meeting will be on Monday, January 10, 2011 at 8:00 a.m. at the Highway Department in Amboy.

With no other business to discuss, the meeting adjourned at 9:40 A.M.

Respectfully Submitted,  
David Anderson

**Lee County Properties Committee Meeting Minutes**

December 14, 2010 – 9:00 a.m.

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

<b>Members present</b>	John Nicholson (Chairman); Bob Stevens (Vice Chairman); Tom Demmer (Secretary); Marvin Williams; Bill Palen
<b>Visitors</b>	John Varga (Sheriff); Kim Becker (Probation); Chris Henkel (Maintenance); Jim Seeberg (Board)

Chairman Nicholson called the meeting to order @ 9:04 a.m.

A meeting schedule and donut assignments were distributed to members. Since Mr. Stevens does not eat donuts, the meetings he’s assigned to bring donuts will be unofficially known as “Anti-Donut Day”.

Claims presented:	Properties	\$33,050.12
	Insurance & Bonds	--
	Capital Projects	--
	Capital Improvements	--
	Zoning	\$100.80
	Planning	--

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

Probation:	County Funds	--
	Probation Services Fee	\$3,808.37
	Dependent Children’s Care	\$400.00
	Probation Innovative Grant	\$643.25
	Juvenile Justice Council	--
	Youth Diversion Fee Fund	--
	Drug Court	\$1,356.65
	Juvenile Redeploy Grant	\$8,865.27
	Mental Health Court	--
	4E Funds	--

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

*Maintenance Report*

Mr. Henkel said the boiler economizer, for which the County received a 75% payment grant, has arrived but is not yet installed. Weather permitting, the economizer should be installed next week.

Mr. Henkel said the elevator in the new Courts Building is functioning improperly. An attempt was made to correct the problem, but the problem persists. A handicap-accessible door in the new Courts Building is also in need of repair.

*Zoning/Planning Report*

Mr. Henkel said the ad hoc committee to review commercial wind project ordinances and regulations has completed roughly half their review. Since so much time was invested in

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listening to and gathering public input over the past year, the original decision was to not allow any further public input during the ad hoc committee. Several groups who oppose windmill construction or favor more stringent guidelines would like to submit information or testimony to the ad hoc committee. A letter from an attorney representing these groups and individuals sent a letter to Mr. Henkel. State's Attorney Henry Dixon will work with Mr. Henkel to respond to the letter.

### *Old Business*

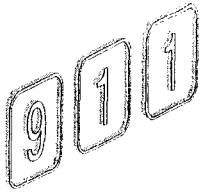
None.

### *New Business*

Mr. Nicholson reported that the project to be located at the intersection of Interstate 39 and US Route 30 will be reviewed by this committee. A special committee is reviewing legal and financial agreements between the County and the developer, and later action will come to this committee. Current negotiations revolve around the estimates of annual motor fuel tax receipts, the sales projections for traditional diesel fuel, and the amount of recapture fees to be assessed to developers.

- **Motion to adjourn made by Mr. Palen, seconded by Mr. Williams. Five voting yea, none voting nay; meeting adjourned at 9:56 a.m.**

Respectfully submitted,  
Tom Demmer



# Meeting Minutes 911 Board Lee County E.T.S.B.

November 22, 2010 6:30PM

**Meeting called by:** Brad Sibley

**UNAPPROVED**

**Type of meeting:** Monthly Board Meeting

**Attendees:** 911 Commissioners; Director Dallas

- Call to Order  
Chairman Sibley called the meeting to order at 6:30 pm.

Mark Callison	05-17-2011	Present representing <b>Medical</b>
Steve Gilmore	05-17-2011	Present representing <b>Fire District</b>
Pat Hilliker	05-16-2012	Present representing <b>Fire District</b>
Deb Killian	Sheriff's Designee	Present representing <b>Lee County Sheriff</b>
Kevin Lalley	05-17-2011	Present representing <b>At Large</b>
Doug Wade	05-16-2012	Present representing <b>Law Enforcement</b>
Brad Sibley	06-14-2011	Present representing <b>Law Enforcement</b>
Josh Tucker	05-16-2012	Absent representing <b>Medical</b>
Greg Witzleb	12-01-2012	Present representing <b>Lee County Board</b>

Josh Tucker excused.
- Prior Minutes  
Deb Killian made a motion, seconded by Mark Callison that the September 23, 2010 ETSB minutes be approved and published. Motion carried.
- Public Comments
- Chairman's Report  
Chairman Sibley advised the VisionAir training is moving forward at no cost to the ETSB; end-user Records Management training will take place in January.

Director Dallas advised that the contract for the ComEd communication site in Compton expires January, 2011 and she sent a letter to ComEd indicating that the ETSB wishes to renew the contract. The yearly lease amount could increase; however, she has received no response from ComEd.

Chairman Sibley advised that the 2011 ETSB meeting dates are in the packet. Kevin Lalley made a motion, seconded by Greg Witzleb that the ETSB approve the 2011 ETSB meeting dates at 6:30pm at the Lee County E-911 Center as follows: January 27, March 24, May 26, July 28, September 22 and November 21, 2011. Motion carried.

- Property Committee  
Director Dallas advised that the State bid contract has not been renewed and feels that it would be best to hold off on discussing the purchase for the upgrade of ISPERN, IREACH and Point to Point base stations. The matter will be listed on the January ETSB agenda for further discussion.
- Executive Committee  
Chairman Sibley advised that the Director's contract expires on November 30<sup>th</sup>, 2010. Director Dallas did not request a pay increase or additional vacation or paid time off. The ETSB provides ½ of the cost of the Director's voice package for her cell phone since she is to be on call and available 24 X 7. Discussion ensued

regarding the need and cost for a data plan on her current cellular contract. The Consensus was that the Director should not be mandated to upgrade to the data plan on her personnel cell phone; however, if there is a need/benefit from it, the ETSB would absorb the cost, in two payments per year, to add the data plan. Greg Witzleb made a motion seconded by Steve Gilmore that the ETSB extend the 911 Director's contract for one year until November 30, 2011 with no pay increase and no additional time off. Motion carried.

- Education Committee

Deb Killian advised that she attended a 911 educational class while at INENA in Springfield. Deb gathered information and handouts reference 911 education and would like to start a 911 Education program targeting first grade classes in the Lee County school system. During National 911 month in April, Deb and Director Dallas would like to visit every 1<sup>st</sup> grade class in Lee County in order to educate them on the proper uses of 911. Deb advised that she would be willing to do this on her own time without compensation from the County or ETSB.

The National NENA Conference is scheduled for June 18 – June 23, 2011 and will take place in Minneapolis. Director Dallas requested that she and Deb represent the Lee County ETSB at the conference and Deb further pursue public educational opportunities and possibly join some National and local Committees regarding public education. Director Dallas advised that there are grant opportunities that she would like to pursue to cover the cost of some of the expenses associated with attending the National NENA conference. Pat Hilliker made a motion, seconded by Greg Witzleb that the Lee County ETSB reserve 2 rooms and register Director Dallas and Deb Killian to attend the National NENA conference from June 18<sup>th</sup> through June 23<sup>rd</sup>. Chairman Sibley called for further discussion. There being none, the vote was called for as follows:

Mark Callison	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Steve Gilmore	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Deb Killian	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	Abstain <input checked="" type="checkbox"/>
Kevin Lalley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Doug Wade	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	
Josh Tucker	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>	
Greg Witzleb	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>	

- ESZ Committee

Director Dallas advised that November 23<sup>rd</sup>, GeoLynx DMS training for GIS, Assessor and 911 will take place at the PSAP.

- Treasurer's Report

Chairman Sibley advised that the 2010-2011 budget is in the packet. There was discussion reference the revenue decline on the landline surcharge. Director Dallas was questioned about the expenditures that could be cut in order to eliminate the need to obtain monies from the reserve fund. She advised that, similar to the County, the only thing left to cut is services and since the ETSB provides over \$100,000 a year for dispatch services to the County, including dispatch overtime and training, that would be the first place that would need to be cut. After discussion, Greg Witzleb made a motion seconded by Mark Callison that the ETSB approve the 2010-2011 wireline and wireless budgets as attached to the November 22, 2010 agenda packet. Chairman Sibley called for further discussion. There being none, the vote was called for as follows:

Mark Callison	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Steve Gilmore	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Deb Killian	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Kevin Lalley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Doug Wade	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Josh Tucker	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Greg Witzleb	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>

**Operating Account Balance:**

Amcore Landline Checking \$56,128.74; Wireless Checking \$92,818.07

Operating Checking account TOTAL: \$148,946.81

**Investment Accounts:**

LANDLINE: Checking @ Farmers State Bank of Sublette: \$263,494.87

WIRELESS: Checking @ Farmers State Bank of Sublette: \$642,528.93

Reserve Account TOTAL: \$906,023.80

**Total ETSB Funds: \$1,047,948.41**

Deb Killian made a motion seconded by Pat Hilliker that the Treasurer's report be approved as submitted. Motion carried.

• **Claims**

OCTOBER WIRELINE CLAIMS: Culligan of Dixon \$12.00; Coffee Express \$81.00; ComEd #2 (Compton) \$42.62; Frontier #2 (fka Verizon North) \$58.42; Nicor Gas \$59.12; Business Card #1 \$75.00; AT&T \$162.27; SBM \$165.21; Shelley Dallas \$175.00; CenturyLink \$213.26; Lee County Treasurer \$331.76; Dixon Commercial Electric \$377.00; E-Seek Inc. \$417.15; Heat-Co \$609.08; Dixon Ottawa Communications \$1,035.72; ComEd (1) \$1,194.42; Frontier #1 (fka Verizon North) \$2,621.93; CenturyLink \$3,713.37; Lee County Treasurer \$7,376.72

**WIRELINE TOTAL (paid in vacation): \$18,721.05**

OCTOBER WIRELESS CLAIMS: CenturyTel Routers \$172.09  
**vacation): \$172.09**

**WIRELESS TOTAL (paid in**

**OCTOBER TOTAL CLAIMS (paid in vacation): \$18,893.14**

NOVEMBER WIRELINE CLAIMS: Coffee Express \$27.00; VisionAIR \$42.50; ComEd #2 (Compton) \$44.89; Nicor Gas \$56.73; Frontier #2 \$58.42; SATCOM \$66.92; Lee County Treasurer (Dispatch Services) \$69.24; SBM \$73.00; AT&T \$162.27; Tatam, Inc \$165.00; CenturyLink #2 \$208.59; Commission on State Emergency Communications \$342.10; Heat-Co \$363.83; NENA \$390.00; ComEd #1 (Dixon) \$811.30; Platinum Plus Business Card \$1,083.84; Dixon-Ottawa Communications \$9,582.52; Frontier #1 \$2,621.93; CenturyLink \$3,714.82; Lee County Treasurer \$7,376.72

**WIRELINE TOTAL: \$27,261.62**

NOVEMBER TOTAL WIRELESS CLAIMS: CenturyLink \$167.43; Dell Marketing \$3,000.00; GeoComm Inc \$22,748.00 **WIRELESS TOTAL : \$25,915.43**

**NOVEMBER TOTAL CLAIMS: \$53,177.05**

**GRAND TOTAL: \$72,070.19**

Kevin Lalley made a motion, seconded by Steve Gilmore that the claims in the total amount of \$72,070.19 be approved and ordered paid, including those paid in vacation. Chairman Sibley called for further discussion. There being none, the vote was called for as follows:

Mark Callison	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Steve Gilmore	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Pat Hilliker	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Deb Killian	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Kevin Lalley	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Doug Wade	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>
Josh Tucker	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Absent <input checked="" type="checkbox"/>
Greg Witzleb	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Absent <input type="checkbox"/>

• **Commissioner/Director's Comments**

Director Dallas advised that Century Link error payment has been received. She also advised that the January MABAS meeting will be held at the PSAP, date and time to be announced. There is a NG 911 meeting in Ogle County on Tuesday, November 30<sup>th</sup> at 10 am.

Steve Gilmore advised that the gas tank for the generator at the Compton site is at 70%. Kevin Lalley advised that the electrician believes the grounding issues with the tower at the PSAP are from the stairwell and parapet.

• **Adjournment**

Kevin Lalley made a motion seconded by Deb Killian to adjourn the meeting at 7:47 pm. Motion passed unanimously. The next ETSB meeting will be Thursday January 27<sup>th</sup>, 2011 at 6:30 p.m. at the PSAP.

\_\_\_\_\_  
Deb Killian, ETSB Secretary

**LEE COUNTY  
ADMINISTRATIVE SERVICES COMMITTEE MEETING MINUTES**

**Monday, December 13, 2010 - 9:00 A.M.  
Third Floor Board Conference Room, Old Lee County Courthouse  
112 East Second Street, Dixon, Illinois 61021**

Members present: John Ferrone, Joe Patzer, Mike Farster, Dave Gusse

Absent: Steve Kitzman

Guests: Mike McBride (GIS/IT), Wendy Ryerson (Assessor), John Fritts (Treasurer),  
Cathy Myers (Clerk), Kevin Lalley (EMA), and Rick Ketchum and Marvin Williams,  
(Board members)

**County Clerk**

Reviewed claims from the County Clerk's Automation fund totaling \$314.16, and County Clerks Office fund totaling \$1,141.91. A motion to approve the County Clerk's claims was made by Mr. Farster and seconded by Mr. Gusse. Motion carried 4-0.

**County Treasurer**

Reviewed claims from the Treasurer's Automation fund totaling \$9,210.00, County Collector's fund totaling \$315.00, and Treasurer's Office fund totaling \$296.40. Also reviewed the Hotel/Motel tax claims from City of Dixon \$4,790.64, Tourism \$4,790.64, and from Lee County \$9,727.19. A motion to approve the County Treasurer's claims was made by Mr. Farster and seconded by Mr. Patzer. Motion carried 4-0.

The auditors will be here for about three weeks this month for our audit.

**County Assessor**

Reviewed claims from the Assessor's Office fund totaling \$104.00. A motion to approve the County Assessor's claims was made by Mr. Patzer and seconded by Mr. Farster. Motion carried 4-0. Ms. Ryerson reported that the Sage Information Services went ahead with a law suit against Lee County. They feel they do not have to pay for our information.

**County EMA**

Reviewed claims from the EMA's Office fund totaling \$755.00. A motion to approve the EMA's claims was made by Mr. Farster and seconded by Mr. Gusse. Motion carried 4-0.

**County GIS/IT**

There were no claims submitted by the GIS/IT Department this month. Ms. Fruin recently finished the mapping for the Fire Departments. On going work is being done on installment of computers in the County Clerks offices. Mr. McBride will be speaking at next month's County Board meeting about the fiber optic connection project.

**New Business**

The committee would like to see an overview of each department's budget.

The Employee Handbook is to be looked at and any changes that may need to be suggested will be brought up at next month's committee meeting.

In February the committee will be studying the last five years revenue to the County.

**Old Business**

None

Motion to adjourn at 10:38 A.M. by Mr. Patzer and seconded by Mr. Gusse. Motion carried 4-0.  
The next meeting will be Monday, January 10, 2011, at 9am on the 3<sup>rd</sup> floor of the Old Courthouse.

Submitted by,  
Mike Farster - Secretary

**LEE COUNTY  
EXECUTIVE COMMITTEE MEETING MINUTES**

**Wednesday, December 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, Lisa Zeimetz, Mike Farster, Kathy Hummel, and Isaac Mercer  
**Absent:** Greg Witzleb  
**Visitors:** John Varga (Sheriff), Marty Meyer (Coroner-rep.), Cathy Myers (County Clerk), Sandy Cargill (St. Attorney-rep.), Kathy Lalley (Treasurer-rep./LOTS), Edward Heflin (Western U. Transportation), Geoff Vanderlin (Lee County Council on Aging), (LCIDA) and Marvin Williams (Board member)

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

**County Coroner**

Reviewed claims from the County Coroner's Office fund totaling \$5,765.30. A motion to approve the County Coroner's claims was made by Ms. Hummel, and seconded by Mr. Farster. Motion carried 5/0. Ms. Meyer reported as of December 14, 2010, there are 9 pending inquires. Ms. Meyer also explained that the Coroner's fees go into their own fund and not the County's general fund. These fees are used only for the operations of the office.

**County Sheriff**

Reviewed claims from the County Sheriff's Office fund totaling \$26,479.91. A motion to approve the Sheriff's claims was made by Mr. Mercer and seconded by Ms. Hummel. Motion carried 5/0. The Sheriff reported that the jail was inspected on November 19<sup>th</sup>, and there were no issues concerning the inspection. There was a recommendation for a new jail in the report. Ron Childers retired on November 30<sup>th</sup> as a full time Lee County bailiff. The Sheriff is looking for grants to obtain Live Scan fingerprints.

**County Circuit Clerk**

Circuit Clerk	\$
Jury	none
Court Document Storage	\$273.20
Automation	\$193.00
Child Support Enforcement	\$290.00

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

**County State's Attorney**

Reviewed claims from the State's Attorney's Office totaling \$2,053.72. A motion to approve the State's Attorney's claims was made by Mr. Farster, and seconded by Ms. Hummel. Motion carried 5/0. Ms. Cargill reported there will be a grand jury in February, 2011.

**County Public Defender**

Nothing presented.

**County Board**

Reviewed claims from the County Board's Office fund totaling \$3,463.98. A motion to approve County Board's claims was made by Mr. Farster, and seconded by Mr. Mercer. 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

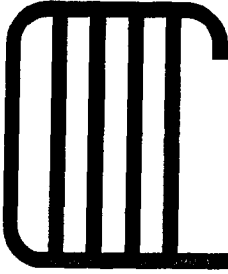
**New Business**

Motion to adjourn at 1:55pm was made by Ms. Zeimetz, and seconded by Mr. Farster.

Motion carried 5/0.

Next meeting will be held on January 12<sup>th</sup>, 2011, at 1:00pm.

Respectfully submitted,  
Lisa Zeimetz - Secretary



**Illinois**  
Department of  
**Corrections**

**Pat Quinn**  
Governor

**Gladyse Taylor**  
Acting Director

1301 Concordia Court / P.O. Box 19277 / Springfield IL 62794-9277 / Telephone: (217) 558-2200 / TDD: (800) 526-0844

November 22, 2010

Sheriff John Varga  
Lee County Jail  
122 West Third Street  
Dixon, Illinois 61021

Dear Sheriff Varga:

A copy of our recent inspection report of your county jail is enclosed. The *Illinois Compiled Statutes* mandates the Department of Corrections to inspect county jails annually and to make the results available for public review.

You and the other officials of Lee County are encouraged to continue moving forward in acquiring a new and more modern jail facility.

The Jail and Detention Standards Unit staff is available for consultation should you desire. Please call 217/558-2200, extension 4212.

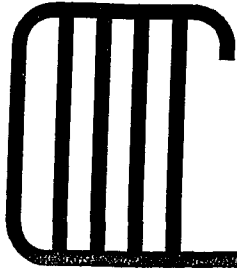
Sincerely,

A handwritten signature in black ink that reads "Brad Besson".

Brad Besson  
Acting Manager  
Office of Jail and Detention Standards

Enclosure

cc: County Clerk Kathy Myers  
County Chairman James Seeberg ✓  
Specialist Mark Lendman



**Illinois**  
Department of  
**Corrections**

**Pat Quinn**  
Governor

**Gladys Taylor**  
Acting Director

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**LEE COUNTY JAIL  
2010 INSPECTION**

Criminal Justice Specialist Mark Lendman inspected the Lee County Jail on November 18, 2010. Entrance and exit interviews were conducted with Assistant Warden Douglas Carlson.

**IMPROVEMENTS SINCE LAST INSPECTION**

1. Per a 2009 recommendation, brighter bulbs have been placed in the detention areas.
2. Approximately 100 corrections training videos have been acquired allowing for staff training during work shifts.
3. The Jail Policy and Procedures manual was updated July 15, 2010.

**NONCOMPLIANCES WITH *ILLINOIS COUNTY JAIL STANDARDS***

None

**RECOMMENDATIONS**

A LiveScan system for use during booking of offenders would facilitate the process and provide greater flexibility in dissemination of offender information.

**Mark Lendman**  
**Criminal Justice Specialist**

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

**ENTRY:**

**DOGS**

ANIMALS SUBMITTED BY ANIMAL CONTROL	9
RELINQUISHED BY OWNER	0
DROP-OFFS, POLICE, OTHER	0

**EXIT:**

ADOPTED	7
RECLAIMED BY OWNER	3
EUTHANIZED	2
OVER POPULATION (extra dog days etc.)	22

(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	16
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DOG POUND (COUNTY GEN)	\$ 233.00
PET POPULATION	\$ 720.00
RABIES	\$ 2,355.34
ANIMAL CONTROL	\$ 1,177.66

.....

	End of Oct.	84,424	
MONTHLY MILEAGE –	End of Nov.	86,085	1661 miles

TICKETS ISSUED	3
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SUBMITTED BY Bonnie Baxter

**DATE: Dec. 3rd, 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

Nov 2010

MONTHLY REPORT

FEEES COLLECTED AND DISBURSED TO:  
LEE COUNTY TREASURER

Filing Fees	\$22,165.93
Library	\$2,000.00
Work Release	\$1,079.00
Court System	\$2,628.00
Automation	\$7,988.06
Security	\$8,438.65
Probation	\$8,347.00
Court Document Storage	\$7,836.09
Annual Support/Maintenance	\$0.00
Public Defender	\$74.00
Home Confinement	\$5.00
Minor Room & Board	\$0.00
Guardian Ad Litem	\$30.00
Lee County States Attorney	\$2,100.06
Lee Co SA Collection Fee	\$0.00
Medical Costs	\$432.50
Youth Diversion	\$594.47
Drug Court Fund	\$565.50
2nd Chance Program	\$190.00
<b>TOTAL</b>	<b>\$64,474.26</b>

OTHERS:

Lee County Sheriff	\$688.00
Marriage Fund of the Circuit Court	\$60.00
Restitution	\$4,745.21
DNA Identification	\$646.00
Anti-Crime Fund	\$323.25
Clerk Op Add-Ons	\$466.50
SC Services & Associates	\$0.00
Alliances Counseling	\$0.00
Child Advocacy Fee - Shinning Star	\$979.00
Probation - Drug Court Fee	\$1,181.00
Probation - Mental Health Court Fee	\$8.00
Clerk Op Deduct	\$68.25
Pre Scrn Appl	\$0.00
<b>TOTAL</b>	<b>\$9,165.21</b>

**STATE TREASURER:**

Drivers Education Fund	\$1,431.41
V.C.V.A.	\$3,405.96
Penalty Assessment Surcharge	\$282.55
DV Shelter Service	\$1,469.00
Trauma	\$1,451.78
LEADS	\$1.95
Domestic Battery	\$27.00
DV Abuser Service	\$102.60
State Fee - Traffic	\$3,045.63
T&CCSF	\$3.00
DUI Equipment	\$3,464.80
Sexual Assault	\$200.00
Spinal Cord Trust	\$39.00
Hwy Hire-Back Fund	\$375.00
Prisoner Rvw Board	\$28.50
Lump Sum Surcharge	\$7,876.43
Fire Prevention	\$135.00
Fire Truck Ln Fund	\$135.00
DV Surveillance	\$360.00
Drug Assessment Fund	\$867.00
State Police Svcs	\$100.00
State Police Ops	\$3,884.00
Foreclosure Prev	\$931.00
<b>TOTAL</b>	<b>\$29,616.61</b>

**FINES COLLECTED & DISBURSED TO:****MUNICIPALITIES:**

City of Dixon - Traffic	\$9,024.07	Drug	\$185.23	\$9,209.30
City of Dixon DUI Equip				\$370.60
City of Dixon Police Veh Fund				\$268.00
City of Amboy				\$1,261.98
City of Amboy Police Veh Fund				\$60.00
City of Amboy DUI Equip				\$124.60
Village of Ashton				\$739.40
Village of Franklin Grove				\$75.00
Village of Paw Paw				\$438.39
<b>Sub-Total</b>				<b>\$12,547.27</b>

**COUNTY:**

Traffic		\$19,335.27
State Police	\$8,257.85	
Co. Sheriff	\$10,807.42	
Bond Forfeiture	\$270.00	
County Fee/Traffic		\$7,006.39
Criminal		\$2,981.68
Rabies		\$45.00
Drug		\$217.51
County General	\$192.51	
Sheriff	\$25.00	
Lee County Sheriff DUI Equip		\$246.00
Lee County Sheriff Police Veh Fund		\$390.00
<b>Sub-Total</b>		<b>\$30,221.85</b>

**STATE**

State of IL - Conservation		\$50.25
State of IL - Overweights		\$39.00
State of IL - Capital Projects		\$3,610.00
State of IL - DASA 121/2% Drug		\$6.26
State of IL - Criminal Lab Analysis		\$0.00
State of IL - Drug Crime Lab		\$87.00
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		\$125.00
State of IL - Police Veh Fund		\$408.00
<b>Sub-Total</b>		<b>\$4,325.51</b>

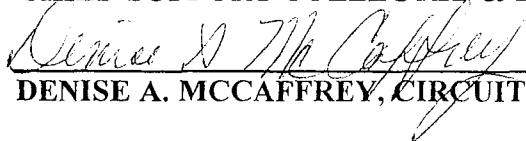
**TOWNSHIPS:**

Brooklyn Township		\$133.38
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**Sub-Total** **\$133.38**

**TOTAL** **\$47,228.01**

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

  
DENISE A. MCCAFFREY, CIRCUIT CLERK



OFFICE OF THE COUNTY CLERK AND RECORDER

LEE COUNTY COURTHOUSE  
DIXON, ILLINOIS 61021-0329

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

Phone 815-288-3309  
Fax Clerk/Recorder  
815-288-6492  
Fax Election Dept  
815-288-6157

Cathy Myers  
Lee County Clerk & Recorder

Sharon Sawyer, *Chief Deputy Clerk & Recorder*  
Sharon Moeller  
Lora Ketchum  
Ronette McKnight  
Anna Keys  
Kathy Grossman  
Debra Phillips  
Lori Miller

Website: www.countyoflee.org  
Election E-Mail: election@countyoflee.org

Monthly Report of Cathy Myers, Lee County Clerk & Recorder to the Honorable Chairman and Members of the Lee County Board. The following enumerated amounts were received by my office during the month of November 2010

TOTAL RECEIPTS.....			\$179,632.90
MARRIAGE LICENSE FEE.....			\$630.00
	(VITAL RECORDS SPECIAL FUND)	\$330.00	
	(EDC SPECIAL FUND)	\$270.00	
CERTIFICATIONS.....			\$4860.00
MISCELLANEOUS.....			\$12,067.20
	(RECORDING SPECIAL FUND)	\$3874.50	
	(GIS SPECIAL FUND)	\$14,297.00	
	(RHSP SURCHARGE)	\$7245.00	
	(DVF)	\$90.00	
RECORDING.....			\$53,502.00
REAL ESTATE TRANSFER STAMP SALES (GROSS).....			\$14,111.25
TRUST FUND RECEIPTS – REDEMPTIONS FROM TAX SALE.....			\$94,462.45
TOTAL AMOUNT OF FEES RECEIVED.....			\$85,170.45
	(GENERAL FUND)	\$59,063.95	#4900
	(VITAL RECORDS)	\$330.00	#4901
	(EDC)	\$270.00	#4902
	(RECORDING)	\$3874.50	#4903
	(GIS)	\$14,297.00	#4904
	(RHSP SURCHARGE)	\$7245.00	
	(DVF)	\$90.00	#4905

TOTAL AMOUNT OF TRUST FUNDS HELD AT THE BEGINNING OF THE MONTH....	\$129,926.55
RECEIVED DURING THE MONTH AS SHOWN ABOVE.....	\$94,462.45
PAID OUT TO PURCHASER DURING THE MONTH.....	\$91,578.15
BALANCE OF TRUST FUNDS HELD AT THE END OF THE MONTH.....	\$132,810.85

Respectfully Submitted,

Cathy Myers, Lee County Clerk & Recorder

by Ronette McKnight, Deputy