

**AGENDA OF THE LEE COUNTY BOARD**

MARCH 15, 2005

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

JUDGE FRITTS

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:

05-P-1401 Lee County - Zoning, Subdivision & Stormwater Ordinances

TO PLANNING COMMISSION:

FROM ZONING BOARD:

FROM PLANNING COMMISSION:

REPORTS OF COMMITTEE:

FINANCE

CLAIMS

SOLID WASTE/HEALTH & WELFARE

ROAD & BRIDGE

COMMITTEE CLAIMS

COUNTY PROPERTIES

R.C.&D. – BLACKHAWK HILLS

COUNTY SERVICES

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
- 1) Tom Fassler - Lee County Zoning Board
  - 2) Howard Schoenholz - Lee County Zoning Board (alternate)
  - 3) Jack Halpren - Dixon Fire Protection District

Ordinance - Amendment to Liquor Code

Ordinance - Altered Speed Zones - Highway Department

Ordinance - Youth Diversion Fee (hold until April)

Audit - 2003/2004

Collector's Annual Financial Report

Treasurer's Quarterly Report

MILEAGE & PER DIEM

ALL BILLS & APPROPRIATIONS ALLOWED BY ROLL CALL

ADJOURN

LEE COUNTY  
ZONING BOARD OF APPEALS  
TELEPHONE 288-3643      LEE COUNTY COURT HOUSE  
DIXON, ILLINOIS 61021

ZONING REPORT FOR FEBRUARY 2004

There were a total of 10 permits issued for the month of February with a total dollar volume of \$599,000. There were 1 permits issued for single-family homes in the amount of \$355,000.

There are no petitions for the County Board to take action on.

Respectfully submitted,

*Chris Henkel*

Chris Henkel  
Zoning Administrator

## LEE COUNTY REGIONAL PLANNING COMMISSION

William O'Keefe, Chairman  
James Book, Member  
Pat Dunphy, Member  
Bob Logan, Member  
Wendy Ryerson, Member  
John Schmidt, Member  
Ellen Smith, Member

Chris Henkel, Zoning Officer  
Erica Scheidecker, Clerk

The Lee County Planning Commission met on Monday, March 7, 2005 at 6:30 p.m. in the Lee County Courthouse, Dixon, Illinois. Chairman William O'Keefe, called the meeting to order and took roll with the following members present: James Book, John Schmidt, Bob Logan, Pat Dunphy, Wendy Ryerson, Ellen Smith, and Erica Scheidecker, Clerk.

The first order of business was the approval of last month's minutes. Chairman O'Keefe asked if there were any changes and there were none. Bob Logan made a motion to approve, and Ellen Smith seconded the motion. All were in favor and February's minutes were approved.

Mr. O'Keefe invited any visitors to speak who were not scheduled on the agenda.

Dr. Robert A. Purdy presented copies of a document to the Planning Commission. His paperwork reviewed a 60-acre area that had been surveyed, divided, and subsequently recorded by Lee County. He contended that the recorded division violated the Plat Act. Bill O'Keefe stated that although Dr. Purdy appeared to be correct, this particular issue does not fall under the Planning Commission's jurisdiction. Mr. O'Keefe said this matter should be brought to the attention of the Lee County State's Attorney. It is within their power to determine if the recorded division should be vacated.

Chris Henkel provided the report of action by the Lee County Board. Petition No. 05-PC-45 from Gary Greenwood proposing a 2-lot subdivision was approved by the board in February. There are no petitions going to the board this month.

Bill O'Keefe reported that he, Chris Henkel, and Marilyn Shippert attended an Ogle County Planning Commission meeting. The topic of the meeting was Ogle County's ordinance to set up an overlay district for warehouse and distribution uses within one mile of Route 39 on either side. Chris Henkel stated that we are looking at following the same concept in Lee County. Mr. O'Keefe explained that this could potentially be a source of huge tax revenue.

Bill O'Keefe introduced the planner Mike Slavney from Vandewalle to talk about the final implementation of the new subdivision and zoning ordinances, remapping of the county, and modifications to the Comprehensive Plan.

Mike Slavney stated that with the new ordinances come new zoning districts, which means the ability to implement more of the comp plan. The county will need to fine tune the comprehensive plan and the new set of zoning maps. Mr. Slavney stated that the commission needed to communicate what fine tuning adjustments they would like to do. He stated the county could make the comp plan come true through guiding private development, which is more cost effective than spending tax dollars.

Bill O'Keefe asked if any of those visitors present had remarks on the comp plan or modifying the maps.

Dale Svela, a Village of Steward trustee, spoke regarding their current planning work. Mr. Svela stated that they are working on an economic development plan for Steward. Chairman O'Keefe stated that although Steward is incorporated the county ordinance applies to them until they adopt their own zoning ordinances. Also, they could have jurisdiction of a mile and a half around Steward if they adopt their own ordinances. Mr. O'Keefe explained that in the new county ordinance they will be defined primarily as a TN district, traditional neighborhood, which allows development compatible with the current uses. Mr. Svela stated they have not had any discussions in Steward about adopting their own ordinances. Mr. O'Keefe suggested that it could be to their advantage to stay zoned TN, verses adopting their own ordinances. Currently, the county is responsible for enforcement, but if Steward adopts their own ordinances they must police it.

Bill O'Keefe stated the next issue to address was the process of remapping, and the best way to control costs.

Brant Scheidecker, the GIS/IT Director, was present to discuss the mapping process. Mr. Scheidecker recommends that once the existing zoning map is transferred into the Geographic Information System (GIS), that they should have a workshop to identify problematic zoning areas, and develop recommendations to remedy those areas.

Mike Slavney stated that the GIS links every parcel to a huge spreadsheet, in which every row is parcel, and every column is an attribute. Columns can be added to customize the system according to the county needs. For example, some attributes would be owner name, address, school district, current zoning, the new zoning district, and the current land use. The goal is to clean it up where the zoning doesn't match the use by looking at it on a piece by piece basis.

Bob Logan stated that the property owner should be made aware if their zoning will be changed. Bill O'Keefe replied that we are required to put notices in the newspaper for general remapping. This will follow the adoption of the new zoning ordinances.

Mike Slavney observed that about 90% of properties probably won't have substantive changes in zoning. The zoning name might change but the rules don't really change. The remaining 10% will need to be brought into conformance.

Dustin Wolf, a planner from Vandewalle, spoke regarding communicating with the public. He stated that a series of informational meetings would provide a chance to educate Lee County property owners as to what the new zoning code will mean, and a discussion of the new districts. He recommended an informal forum with approximately three to four townships at a time. Mr. Wolf stated that this is a great olive branch to extend, and could make the public hearings go more smoothly in the long run.

Wendy Ryerson asked how the whole process will work. Mike Slavney outlined the following steps.

Mr. Slavney recommended the new ordinances be approved first. However, they won't become effective until the new mapping has been adopted.

Second, to do the remapping the GIS must be up and running. Once it is, it can be queried to show the locations where the existing use, planned use, and the current zoning are not consistent. This will pinpoint the problem areas. From that, the commission will see patterns of typical situations and can develop a consistent strategy for addressing them. The remaining unusual areas will need to be reviewed individually. When that is done, they will have a draft zoning map. The commission will review it and make adjustments.

At this point, the commission can go to the public and have one or a series of open houses. During these meetings you will have all the maps up for display: the current zoning, the draft zoning map, and the current land use.

Mike Slavney said a time frame for completion would be a couple months to go through all of the parcels to come up with the draft zoning map, then a couple months for public hearings.

Bill O'Keefe recommended modification of the comprehensive plan at the same time as the maps, because they go together and it's more cost efficient.

Brant Scheidecker stated that May 1<sup>st</sup> would be a reasonable completion date for the GIS zoning layer.

Chairman O'Keefe said that the Planning Commission can move ahead on hearings for ordinances in the meantime.

Chris Henkel inquired how many hearings would be needed and Mike Slavney replied one public hearing is typical. Bill O'Keefe said it should be scheduled for one night and include the Zoning Board of Appeals. If it needs to be continued on an additional night, they will do that.

Wendy Ryerson asked what the source of the land use data was and Mike Slavney replied that it was aerial photos.

It was determined that the first Thursday in April would be tentatively scheduled for the ordinance hearing, depending on zoning board member availability. Mr. O'Keefe stated that an agenda is needed and the county engineer Russ Renner should be present. The Planning Commission members should also be present. The meeting will begin with the subdivision ordinances and proceed to the zoning ordinances.

Wendy Ryerson suggesting that during the coming month the Planning Commission members re-read the comprehensive plan and be prepared to discuss what needs to be revised.

Wendy Ryerson made a motion to adjourn and James Book seconded. All were in favor. The meeting was adjourned at 7:35 p.m.

FINANCE COMMITTEE MEETING

THURSDAY, MARCH 10, 2005

9:00 A.M.

Members present: Binder, Truckenbrod, Nicholson, Shippert

absent: Hummel

also present: John Fritts, Nancy Nelson, Sheriff Bivins, Kim Becker, Jim Seeberg, Cathy Ferguson, Marty Meyer, Paul Whitcombe, Harold Cheeseman

At request of Finance Chair, Sheriff present to explain ESDA grant of \$64,000. Lt. Hart Chief Lalley secured the grant for \$204,000 that helped other County public security entities including hospital and fire districts (received funding for equipment). Sheriff's Dept. bought thermal imaging goggles and a gator (6 wheel ATV). Chief Deputy Brady has applied for a grant (\$5300) to replace bullet proof vests (County share about \$5000).

Noted in audit report that grants can skew department budget numbers. Often grants now secured when budgets are prepared. Examples: ESDA, Election. Consider establishing a "grant" fund to track grants received and monies expended.

Chairman reviewed previous month financial statistics. See attached sheet.

Kim Becker present with Dependent Children's Fund. Still waiting for reimbursement for Probation Services.

Paul Whitcombe present to report that his office is feeling budget crunch. Felony filings have doubled. He was reminded that salary allotment is at his discretion.

Group health insurance report: Income from employees and retiree contributions is \$105,600. Expenses paid to BAS are \$146,472.25. Cost to the County is \$40,872.25.

Treasurer Fritts present with Annual Financial Report. He noted that taxing bodies will receive about half of what they received last year in interest.

Motion to accept Collector's office Annual Financial Report by Shippert; second by Nicholson; motion carried. Needs approval by County Board.

As expected, there will be no money in County General to pay bills until tax money comes in. He anticipates needing \$122,208 per month. Nicholson would like to see a transfer from Solid Waste. They only way to save this kind of money is salary cuts. It is legal to amend budget mid-year when it is known that revenue will not cover expenses. Noted this was known at time budget was passed. Can get by another month, possibly two.

Should we throw money in this hole by transferring from other funds or put effort into solving problem? This will be presented Tuesday.

Binder would like to identify situations where payroll is being paid out of line items that are not designated for salaries. Consider per diem line item as salaries. Need this clarified because it affects IMRF and Social Security costs. Becky will send letter to department heads asking for input on this.

Binder noted that contract with Clifton Gunderson ends when audit is ended. New contract is now in effect. Should County consider putting this out for bid? There is a question about how to draw up specs. This should be considered later in year.

Megan Shank and/or Karl Appelquist from Clifton Gunderson will present the audit on Tuesday. Noted that without transfers last year, County General expenses exceeded revenue by \$300,069.

Binder asked about the Lee County Investment Policy. John Fritts said it was filed in Clerk's office; State Treasurer Topinka required this in 2000. He will bring to next Finance meeting. He said this is Treasurer's policy. Does County need a policy? Looking at investments, the money invested with State funds has good yield listed at "Public Now Account" on monthly investment report.

Nicholson reported Properties Committee is discussing increasing liability coverage.

Meeting adjourned at 10:40 a.m.

Respectfully submitted,

Judy Truckenbrod

LEE COUNTY GENERAL FUND														
BUDGET TRACKING		December 2004	January 2005	February 2005	March 2005	April 2005	May 2005	June 2005	July 2005	August 2005	September 2005	October 2005	November 2005	
Beginning balance		\$745,637	\$398,213	\$329,066										
Receipts	Budget	\$441,710	\$646,277	\$435,195	\$429,983	\$519,888	\$545,948	\$335,517	\$1,108,183	\$385,030	\$580,477	\$418,907	\$667,776	\$6,514,890
	Actual	358,448	481,237	368,302										
Disbursements	Budget	\$778,437	\$503,902	\$513,076	\$772,791	\$522,957	\$552,598	\$450,971	\$499,667	\$461,557	\$762,910	\$598,472	\$640,111	\$7,057,448
	Actual	705,872	550,384	483,309										
ENDING BALANCE		\$398,213	\$329,066	\$214,059										

**FISCAL YEAR THRU FEBRUARY 2005**

Receipts	Budget	\$1,523,181
	Actual	\$1,211,214
Disbursements	Budget	\$1,795,415
	Actual	\$1,739,565
	NET	(\$528,351)

**FISCAL YEAR THRU FEBRUARY 2004**

Receipts	\$1,355,932
Disbursements	\$1,543,619
NET	(\$187,687)

SOLID WASTE/HEALTH & WELFARE COMMITTEE  
MEETING MINUTES  
WEDNESDAY, MARCH 9, 2005

The Lee County Solid Waste/Health & Welfare Committee met at 9:00 A.M. on the above date to conduct their regular monthly audit together with other County Solid Waste/Health & Welfare business. The following members were present: Donald Trent, Jerry Leffelman, Judy Truckenbrod, Marvin Williams and Bev Power. Also in attendance were David Anderson, Dee Duffy, Jack Nicklaus, Marilyn Shippert, Jim Seeberg, Mark Netz, David Geier, Khalid Umer, Eric Ballenger, Marty Fallon, Raymond Harrison, and Chuck Stoddard.

The committee opened by auditing and approving claims from the previous month. The Claims were as follows: Veterans Services \$2,546.64; Animal Control \$1,622.00; Rabies \$511.27; Solid Waste \$6,622.59; R.O.E. \$751.78. A motion by Judy Truckenbrod, Second by Bev Power carried approving the claims mentioned above.

Mr. Trent then thanked the Allied employees for hosting this meeting and expressed the topics he would like Allied to cover in their presentation. Mr. Trent also noted that an additional \$1,200 was collected in forth quarter host fees due to an accounting error. Mr. Trent then asked Dee Duffy to giver her report.

Dee Duffy began her report by informing the committee that she and Judy Truckenbrod worked on an upcoming newspaper article explaining animal control duties. Ms. Duffy is also working on an ordinance to include late fees for dog tags. She is also exploring the possibility of an animal euthanasia fee.

Mr. Anderson began his report by informing the committee that only one scholarship application has been received. The applicant was not going into an environmental field of study and therefore will not be considered. Mr. Anderson also indicated that an application to the IEPA for a Household Hazardous Waste collection has been submitted. If Lee/Ogle County can not get IEPA to sponsor the event, Ogle and Lee Counties will have to assess paying for the event entirely out of their respective budgets.

The Allied personnel were then asked a number of questions including an inquiry from Chuck Stoddard about the rate at which the landfill is receiving waste. David Geier said that the site is not filling up any faster than expected.

Mr. Leffelman then asked Mr. Geier to address the litter collection policy Allied has for Rt. 30. Mr. Geier said that they have crew of at least four that travels Rt. 30 from I-88 to I-39 on a weekly basis. Mr. Geier also explained their litter control policy for the site as detailed in the recent application for landfill expansion.

Mr. Geier then explained that there are not many calls concerning MBI's driving habits. When they do receive a complaint, and have a truck number, the trucking company's

dispatch is contacted to report the complaint. If the truck is not identified it is difficult to formalize a complaint.

Allied's area hydro-geologist, Eric Ballenger, then gave a presentation to the committee detailing the process of groundwater assessment monitoring. (See Attached) The landfill has recently completed an assessment monitoring program for some constituents that have exceeded limits set for individual monitoring wells. Allied has submitted this report to the IEPA for review. Mr. Anderson asked about the exceedence of Boron in some monitoring wells, which is not a readily occurring natural element in this area. Mr. Ballenger and Mr. Fallon said that no indicator constituents of leachate contamination were present at the wells where Boron was found to be out of compliance and therefore must be due to the natural and man made fluctuations in the groundwater. Mr. Fallon explained that groundwater levels have been altered recently due to the de-watering activities associated with new cell construction. He explained these fluctuations can affect the levels of an element as scarce as Boron.

Mr. Ballenger indicated that, in his opinion, the results of the assessment monitoring program could assure us that the exceedences found were not caused by the landfill and that IEPA would either agree with Allied's report or they will require Allied to continue assessment monitoring.

Allied then conducted a tour of the landfill site.

The meeting was adjourned at 10:15 a.m. The next regular meeting of the Solid Waste/Health and Welfare Committee will be Wednesday, April 13, 2005 at the Old Lee County Courthouse at 9 a.m.

