

**AGENDA OF THE LEE COUNTY BOARD**

July, 19, 2005

6:00 P.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

2 Resolutions - Joseph Meyer - Tax Auction (roll call)

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-1403      05-P-1406      05-P-1408  
                         05-P-1404      05-P-1407      05-P-1409  
                         05-P-1405

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

Amendment to Comprehensive Plan - Greenways Trails and Trails Plan (Zoning)

Intergovernmental Agreement with Franklin Grove for Animal Control

Resolution - Village of Steward - Federal Aid Secondary - Perry Rd (Highway)

Resolution - Right-of-Way - historic Lincoln Highway (Highway)

MILEAGE & PER DIEM

ALL BILLS & APPROPRIATIONS ALLOWED BY ROLL CALL

ADJOURN

*made  
7/19/05*

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

ZONING REPORT FOR JUNE 2005

/ There were a total of 30 permits issued for the month of June with a total dollar volume of \$1,715,550. There were 4 permits issued for single-family homes in the amount of \$686,000.

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  
Wendy Ryerson, Member  
Ellen Smith, Member

Chris Henkel, Zoning Officer  
Erica Scheidecker, Clerk

The Lee County Planning Commission met on Tuesday, July 5, 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: Wendy Ryerson, Ellen Smith, Pat Dunphy, Jim Book, and Erica Scheidecker, Clerk.

Chairman O'Keefe reported he had received a letter from the Chairman of the Lee County Board stating that the board had approved reducing the Planning Commission to five members with two alternates. Five members will constitute a quorum.

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. Wendy Ryerson made motion to approve and Jim Book seconded. All were in favor.

Mr. O'Keefe invited any visitors to speak who were not scheduled on the agenda. Dawn Andermann, the Steward Village President was present. Ms. Andermann stated Steward was in the process of creating their Comprehensive Plan. She was attending the meeting to check on status of the remapping. Chris Henkel reported that Steward had provided a sketch of their proposed map. Their aim is to have their map incorporated into the county map. It was agreed that the Village of Steward will coordinate with our planner, Vanderwalle, and it will be included in the county map.

Mr. O'Keefe stated we don't know exactly when the remapping will occur, but we should have schedule within the next two months. He said that the area around I-39, which is part of Steward, was defined by our Comprehensive Plan as a DPA (Detailed Planning Area). It is a key area that could potentially produce revenue for the county.

Chris Henkel provided the report of action from the Lee County Board. Mr. Henkel stated the new ordinances were adopted on June 21. Also, the rezoning to C-3 on Dennis Pande's property for his mini-storage business was approved.

Mr. Henkel reported that the LESA appeal by Jimmie Benavidez, originally scheduled on the agenda for new business, had been canceled. The LESA score had been dropped below 225 because it was discovered the property was within a mile and a half from the Village of Sublette.

The second item of new business was a LESA appeal by Jim Hochstatter. Mr. Hochstatter stated the property is located just over 1.5 miles from Sublette and is approximately 16 acres. The configuration is long and narrow, with a creek running through the middle. The parcel is completely landlocked by another landowner. He stated the ground is poor for farming and a local person is interested in purchasing it to build a home and put the rest in CRP.

Mr. Henkel reported the LESA score was 235. He said it's an irregularly shaped lot that is difficult for farming, but suitable for a home. The best site to locate a house is on the back of the parcel.

Jim Book asked where access would be and Mr. Hochstatter replied it would be across the east border of his property. Ms. Ryerson asked if it would be an easement, and he said it would not. The new owner would also own the access portion, which would be in addition to the 16 acres.

Mr. Henkel said the LESA score was high because of hydric soil and 41A, which is good soil, as well as it being outside of a mile and a half.

Ms. Ryerson said even though the commission doesn't like flag lots, she felt the best use would be as a building site and CRP land.

Mr. O'Keefe stated there should be restrictions so the parcel won't be further subdivided. He said one home on a flag lot wasn't desirable, but multiple homes would be much worse due to access issues. He stated that the deed should limit one dwelling to that parcel, and the building permit wouldn't be issued until the deed reflects that. Mr. Henkel said that needs to be put in the deed before Mr. Hochstatter sells the property. Mr. O'Keefe said he could proceed with the commission's suggestions.

Mr. O'Keefe stated there was no further new business for discussion. The meeting was adjourned to the subcommittee session.

The first item was the Development Manual. Chairman O'Keefe reported that nothing had been done since the last meeting. He suggested dividing it into three sections: a zoning section with forms and fees, a subdivision section with forms and fees, and a nuisance section with associated forms, procedures, and fines. He stated the relationship between nuisances and zoning issues are blurred, and the Development Manual can be the vehicle to tie those together. None of the work has been started yet.

Chris Henkel reported he had created a new building permit application. He said the new fees on the first and second page had been compared to other counties for things such as houses, sheds, garages, outbuilding, pools, and fences. Signs are not included yet.

Mr. O'Keefe said counties usually don't charge for signs, only for single standing signs advertising on someone else's property. The ordinance says if you have a certain use, you are entitled to a certain number of signs of a specific height on your property.

Wendy Ryerson asked how we could control the type of signs that are built. Mr. O'Keefe said when property owners get their building permit they would be provided with that information from the ordinance.

Mr. Henkel stated the old ordinance charged \$25 for all signs.

Mr. O'Keefe said in the example of a car dealership placing billboard advertising on Jim Book's farm, people would need a building permit and should be charged a fee. Mr. O'Keefe said the fee should probably be based on the square footage of the face of the sign. He recommended Mr. Henkel find out what other counties charge. Mr. O'Keefe stated everyone should review these forms and discuss them at the next meeting.

The second item for discussion was remapping. Chairman O'Keefe asked for the status of the GIS. Ms. Ryerson stated that Brant Scheidecker and Becky Whisenand had completed the current zoning layer for the county GIS system. Mr. Henkel said he hadn't turned it over to the planners because he was waiting for direction from the committee. He said the Finance Committee had given him the green light but the funds had not been allocated yet.

He said Vanderwalle had provided a guesstimate charge for their participation in the zoning remapping in the range of \$12,000 to \$15,000, but he hadn't signed the contract yet. Mr. O'Keefe suggested that we arrange a meeting with the planners, himself, Brant Scheidecker, and Chris Henkel in Madison.

The third item for discussion was the Comprehensive Plan revisions. Mr. O'Keefe said there wasn't anything on the table except the updates from the Village of Steward.

The fourth item was regarding ordinance revisions. Chairman O'Keefe said there was an inconsistency with the AG-2 / AG-3 overlay district language regarding the grandfather provisions. Mr. Henkel referred the committee to the public policy on pg 74 of 97 under 10.8. A – 4. The portion there contradicts what is stated in paragraph four on the following page.

Mr. O'Keefe believes the grandfather language is the incorrect language, and the original intention was that the existing AG-2 and AG-3 would be protected, but only to the extent that we were protecting them under the new ordinance. Mr. O'Keefe said he would like to wait until the next meeting when John Hilleson is present to address this.

The fifth item for discussion was illegal accessory uses. Mr. O'Keefe said there are many instances on residentially zoned property in which owners have built a shed or other accessory use and have never built a principle use. He said this is not residential in character if the accessory structure exists alone on a lot. To deal with this, he proposes that after identifying the illegal non-conforming use, the building be tagged and they be given two or three years to build the principle use or to abate the nonconforming use. This problem needs to be addressed because it depreciates the residences around it and it

is not a residential use. It has a commercial or warehousing purpose. Mr. O'Keefe stated this is limited to residentially zoned property; agricultural property is exempt.

Ms. Ryerson asked if we had any estimates on the number of existing illegal accessory uses, and Mr. Henkel did not. She felt this would be valuable information to have before we proceeded. Ms. Ryerson said we could look in the GIS to see if there's a building assessment under a residentially zoned parcel that is not a house, to give us an estimate.

The sixth item for discussion was junk cars. Mr. O'Keefe said that some county board members believe if there are two inoperable cars it is a zoning violation. However, as defined by the ordinance, it is a nuisance, not a zoning violation. He stated that we need to strengthen our nuisance ordinance. Mr. O'Keefe said the county has an existing nuisance ordinance, and it is not in the new ordinance. Mr. Henkel will try to locate this. Mr. O'Keefe proposes looking at Tazewell County's forms and creating similar ones. He said we should also address nuisances besides cars, such as dilapidated buildings, debris and garbage, and obnoxious weeds. The statute provides authority to regulate those as nuisances. This will not apply to agricultural properties.

Mr. Henkel said we should possibly address the height of storage containers due to the intermodal. Mr. O'Keefe stated the county probably doesn't have the authority to do that since it involves interstate commerce.

Chairman O'Keefe said we are still trying to figure out the best way to apply the 4 units per quarter section. This discussion will be deferred until we find out the existing number and their LESA score, as well as how many have been built on.

Ms. Ryerson suggested by searching for the assessed value on the GIS we can determine if something has been built since 1998.

Jim Book made a motion to adjourn the meeting and Pat Dunphy seconded it. All were in favor. The meeting was adjourned at 7:25 p.m.

SPECIAL FINANCE COMMITTEE MEETING

WEDNESDAY, JULY 29, 2004

8:30 A.M.

Members present: Binder, Truckenbrod, Shippert, Nicholson, Hummel

also present: Bev Power, Jim Seeberg, Marty Meyer, Kim Becker, Denise Burrs, Paul Whitcombe,  
Bob Thompson, John Fritts

Binder opened meeting with clarification/correction on projected revenues: General Property taxes at \$1,478,068 and total receipts at \$6,722,345.

Levy history reviewed. Levies for IMRF and Social Security need significant increases. These will necessitate lowering General Fund, thus a County General reduction of another \$70,000.

Motion to make 2005-06 expenditures at no more than 2004-05 levels (\$6,177,748) by Shippert, seconded by Nicholson; motion carried.

Department heads need a number to work with to prepare budgets. Nicholson made a motion that department appropriations remain at 2004-05 levels; Truckenbrod seconded; motion carried 3-2.

All present recognized that these figures need to include any pay raises that are (will be) due in 2005-06.

Department heads should have projected budget sheets returned to Becky in the Board Chairman's office by Friday, July 15<sup>th</sup>.

Group insurance is doing well, but major claims in the next months could change that.

Projections at this time do not include any money for the additional election in 2006.

Meeting adjourned at 10:30 a.m.

Respectfully submitted,

Judy Truckenbrod

# FINANCE COMMITTEE MEETING

THURSDAY, JULY, 14 2005

9:00 A.M.

Members present: Binder, Truckenbrod, Nicholson, Shippert, Hummel  
also present: John Fritts, Nancy Nelson, Kim Becker, Denise McCaffrey, Bev Power, Jim Seeberg, Judge Fritts, Cathy Ferguson, Marty Meyer

Chairman Binder called meeting to order.

Nancy reported that she is ordering equipment and program for recording. This will be paid for out of Automation Fund. She also reported that she ordered \$36,000 in transfer stamps. Another large real estate purchase is already expected. She would like revenue stamps removed from her budget and given to it's own budget.

Kim has Dependent Children's report. She attended meeting presented by Justice Benefits, Inc. This group gets percentage IF county collects money from federal funds. DCFS has agreed to be the channel from federal to Illinois. Entitlements would be for juvenile probation. Will be based on eligibility rate. Expected to start funding July 2006 but retroactive through 2005. Caveat: cannot reduce local budget based on this funding; can be used for salary and benefits. Also a program that States Attorney's office can tap into for funding toward processing of juvenile cases was presented at meeting. She will pursue this.

Judge Fritts present to express willingness to work with Finance Committee/County Board but wants them to work with him. He has jurisdiction over five budgets. He says bailiff fees averaging \$7500/month. He sees these specifics: some of the budgets are so small that the budgets cannot accommodate even secretarial pay raises.

Probation budget is not going to be able to live within budget because county general portion of their budget is mostly salaries.

Contingencies is fund that Judge can order expenses paid. Currently \$8000 spent. He is now having contingency orders paid out of his budget.

Financial report review: June revenues were ahead of projection by \$116,000. Disbursements were \$40,000 over projection. Supplementary tax revenue is already above projection. Illinois revenue office says revenues up 8%.

Emergency appropriations:

\$18,871.94 for repairing water damage and duct work at new courts building. This should be paid from Capital Improvement, Replacement.

\$899.00 for a trunk line switch for new addition cost. This will come out of Capital Projects.

Motion to pay by Shippert, seconded by Hummel; carried.

Budget hearings to be held August 18, 23, 24, 25 beginning at 8:30 a.m. Depending on scheduling, may not need 4<sup>th</sup> day. Social Services for Senior Citizens hearing to be August 29<sup>th</sup> at 7:00 p.m.

Binder requested that determinations for levies be firm by next month so these can be voted on in September.

Nancy requested that real estate transfer stamps be removed from the budget. A comparable expense would be in the coroner's budget (professional fees) where circumstances dictate expense, not the elected official. Committee consensus is to give real estate transfer stamps a separate fund.

Last month Finance Committee set department budgets at same level as last year. Some departments have higher proration of salaries. Any salary increases are to be absorbed. Is not entirely fair, but no other suggestions were offered. Total County payroll is \$5.3M; County general payroll is \$3.5M plus elected officials and dept. heads is \$4.1m. These amounts do not include IMRF/SLEP and Social Security.

LCIDA budget was reviewed; the request has been \$20,000. The last few years, the County has donated \$10,000. Committee recommends that contribution be \$10,000. The County wants to use it's \$20,943 credit.

Motion to go into executive session for personnel reasons by Hummel; second by Nicholson; motion passed.

Motion to come out of executive session by Shippert; second by Hummel; motion carried.

Nicholson made motion to agree to request made in executive session regarding personnel issue; second by Hummel. Motion passed 4-1.

Chairman Binder is to meet with representative from Clifton Gunderson today.

Motion to adjourn by Hummel; second by Shippert; carried.

Meeting adjourned at 11:25 a.m.

Respectfully submitted,

Judy Truckenbrod

LEE COUN 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	\$214,059	\$255,391	\$52,579	\$287,094					
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
Actual	358,448	481,237	368,302	677,659	408,659	745,790	451,186					\$6,514,890
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
Actual	705,872	550,384	483,309	636,327	611,471	511,275	490,413					\$7,057,448
ENDING BALANCE	\$398,213	\$329,066	\$214,059	\$255,391	\$52,579	\$287,094	\$247,867					

FISCAL YEAR THRU JUNE 2005

Receipts	Budget	\$3,354,517	] + 136,764 + 41,960
	Actual	\$3,491,281	
Disbursements	Budget	\$4,094,731	] \$105,680 - 2.6%
	Actual	\$3,989,051	
	NET	(\$497,770)	

FISCAL YEAR THRU JUNE 2004

Receipts	\$2,942,838	} Does not include Employee ins.
Disbursements	\$3,520,830	
NET	(\$577,992)	

YTD Receipts are reconciled monthly totals from "Revenue & actual vs bud W/Var./Annual and should match sum of individual months Revenue Report

