



## **AGENDA**

### **LEE COUNTY ADMINISTRATIVE SERVICES COMMITTEE MEETING 9:00 A.M., MONDAY, JANUARY 11, 2021**

#### **THIRD FLOOR BOARD CONFERENCE ROOM**

**112 E. SECOND STREET, OLD LEE COUNTY COURTHOUSE, DIXON, ILLINOIS 61021**

Chair Chris Norberg, Vice Chair Danielle Allen, Bob Gibler, Bill Palen, James Horstman, Jack Skrogstad

- 1. Call to Order**
- 2. Roll Call & Approval of Minutes from the Previous Meeting**
- 3. Visitors**
- 4. Claims & Reports**
  - a. County Clerk
  - b. County Treasurer
  - c. Regional Superintendent of Schools
  - d. County Board
  - e. County Assessor
  - f. Geographic Information Systems (GIS) & Information Technology (IT)
  - g. Veterans Assistance
- 5. Old Business**
  - a. Sexual harassment training update
  - b. IT Hiring Update
- 6. New Business**
  - a. Ordinance: Policy prohibiting sexual harassment for Lee County
  - b. County Administrator discussion
  - c. Employee Handbook – updates and revision by Sikich
  - d. Updated per diem amount for 2021 (.575 cents to .56 cents)
  - e. Resolution: Appointment of Lee County Clerk and Recorder
  - f. Replacement employee in Recording Department
  - g. Lee County Clerk/Recorder Annual Report
- 7. Executive Session**
  - a. 5 ILCS 120/2.06 to Examine Past Executive Session Minutes
- 8. Adjournment**

Chair, Chris Norberg  
Posted: 01.07.2021