



Properties/Planning/Zoning Committee Meeting – May 11, 2021

Third Floor Boardroom, Old Lee County Courthouse – 9:07 a.m.
112 E Second Street, Dixon, Illinois 61021

Meeting called to order at 9:00 a.m. by Chair John Nicholson

Members present: Chair John Nicholson, Vice Chair Dave Bally and Marvin Williams were present in person, Bill Palen attended via Zoom video conferencing.

Members absent: None

Board Members Department Heads, or Employees present: Will Fawkes (Assistant State's Attorney), Greg Gates (LOTS), Sally Dempsey (Bookkeeper at LOTS), Dee Duffy (Zoning Administrator), Wendy Ryerson (Assessor), Greg Saunders (Maintenance Supervisor), Jonathan Henrikson (IT Intern) and Becky Brenner (Board Secretary) were present in person, Marilyn Shippert (Board Member) and Teri Zinke (Animal Control) attended via Zoom video conferencing.

Approval of Minutes

The April 2021 minutes of the Properties/Planning/Zoning Committee were approved without modification.

Review of Claims & Reports

Motion from Marvin Williams: To approve all claims for Animal Control, Rabies, Maintenance, Zoning, and LOTS.

Second by Dave Bally: Motion carried unanimously by voice vote.

Department Head Reports

Greg Saunders reported that he was seeking estimates for the following projects and equipment: new electrical panels in the Old Courthouse, skid loader for unloading semis and helping with snow removal, and a new maintenance building. He also explained that he had a proposal coming to the Finance Committee for additional upgrades to the control system for the New Courts Building. There are issues with the equipment communicating with the software that Maintenance uses to monitor the HVAC. Greg reported that the department is currently priming and painting kennels at Animal Control. He also wanted to thank IT for their diligent work in getting the software for the controls working until it can be replaced.

Greg Gates walked the committee through the monthly LOTS report. Highlights included FY 2022 contracts that are being finalized, New Capital Funding of Projects - \$200 million / REBUILD Illinois Grant Program, and the updates on Capital Projects. The full report will be included in the May County Board agenda packet.

No report from Animal Control.

Old Business

Greg Saunders reported that the food pantry alarm system will be installed and completed as time allows.

John Nicholson reported that the Lan and VOIP upgrades to the Old and New Courthouses, LOTS, Animal Control, and the Highway Department had been installed and were working.

Greg Saunders reported that the carpet for Judge Klahn's courtroom had been delivered and should be completed by the end of business on May 11th.

New Business

Dee Duffy walked the committee through the petitions coming to and from the Zoning Board of Appeals. The ZBA will be hearing the text amendments to the Solar Ordinance. The ordinance did not go through the proper procedures for the amendments after the Ad Hoc Committee had made changes. Therefore, the ZBA will be having a public hearing to address the changes made to the original ordinance and the new proposed ordinance. She also reported that South Dixon Solar had submitted their petition for a Special Use to build a solar farm, but a hearing date has not been determined. Dee also walked the committee through Petition 21-P-1561 which is coming to the County Board for vote on the proposed construction of a self-storage facility. The proposed facility would be located within 1.5 miles of the Village of Sublette. The Sublette Planning Commission met in March and reviewed the proposal. The Planning Commission sent their recommendation to the Sublette Village Board to deny the Special Use Zoning. The Village Board met in April where they in turn, motioned to deny recommending a zoning change because the allowance of a Special Use does not conform to their comprehensive plan. The ZBA met last Thursday and heard testimony on the proposed self-storage facility and voted in favor of the petition. This property is within Sublette's 1.5-mile jurisdiction and does not comply with the Sublette Comprehensive Plan.

The committee discussed the Dixon Chamber Brush & Bloom event that will be held on the Old Courthouse sidewalks on Friday, July 2, 2021.

Motion from Marvin Williams: To approve the Brush & Bloom event on July 2, 2021.

Second by Dave Bally: Motion carried unanimously by voice vote.

John Nicholson explained that BEST, Inc. was going to tap into the new phone and fiber connections for their offices in the Old Courthouse and details would be worked out.

John Nicholson walked the committee through the solar and wind energy resolution on the agenda. The state, through Senate bill 1620, is attempting to regulate the use of solar and wind energy. The proposed resolution would state the County's opposition to this bill.

John Nicholson walked the committee through the MOU item on the agenda. In the past the Maintenance Department along with individual offices paid their own phone bill. With the new phone system all phone expenses will be on the same billing through Syndeo and deciphered by IT. The MOU with the Highway Department, Health Department and LOTS would make sure billing costs are distributed to the correct department.

John Nicholson explained that the tuck-pointing project bid was accepted for \$215,000.00. However, there was a start date clause in the contract that was not met by the County because the project was not approved in the March County Board meeting. March's meeting was cancelled because of a staffing shortage due to Covid. Because of the missed start date, the County will owe an additional \$10,000.

Motion from Dave Bally: To approve the additional \$10,000 for the tuck-pointing project and move to the Finance Committee.

Second by Bill Palen: Motion carried unanimously by voice vote.

Greg Saunders explained that he and the Sheriff are seeking estimates for an access card reader system for the Old Courthouse and the cost to update the access card reader system at the new Courts Building. Replacement parts are no longer available. In the Old Courthouse, the new system would allow for additional security on the front door and individual office doors.

Mike Bauer shared a presentation of the updated OpenMeeting software that may possibly be used to upgrade the technology in the Boardroom and conference rooms if a funding source is identified.

Motion to adjourn by Marvin Williams:

Second by Bill Palen. Motion carried unanimously by voice vote.

Meeting adjourned at 11:04 a.m.

Respectfully submitted by,
Becky Brenner – County Board Secretary

The next scheduled meeting for Properties/Planning/Zoning Committee will be 9:00 a.m., on Tuesday, June 8, 2021