



Executive Committee Meeting – Wednesday, June 30, 2021

Third Floor Boardroom, Old Lee County Courthouse – 11:00 a.m.
112 E Second St, Dixon, Illinois 61021

Meeting called to order at 11:00 a.m., by Chair Bob Olson.

Member Roll Call: Chair Bob Olson, Vice Chair John Nicholson, Mike Koppien, and Chris Norberg were present in person, Jim Schielein attended via Zoom video conferencing.

Members absent:

Board Members, Department Heads and County Employees present: Charley Boonstra (State's Attorney), Jack Skrogstad and Rick Humphrey (Board Members), Wendy Ryerson (Assessor), Jonathan Henrikson (IT) and Becky Brenner (Board Secretary) were present in person, Bob Gibler and Kasey Considine (11:09-)(Board Members) attended via Zoom video conferencing.

Old Business

There were no topics for action or discussion under old business.

New Business

The first item discussed involved the replacement hire for the Chief County Assessment Office. Wendy Ryerson explained that the Chief County Assessment Officer is a statutorily appointed position made by the presiding officer of the County Board (Chairman) with the advice and consent of the full County Board. An acting Assessor appointment can be made by the Executive Committee.

The individual chosen as the new Assessor must possess the following three (3) requirements: 1) a Certified Illinois Assessing Official Designation, 2) have at least two (2) years of experience in the field or related field, and 3) have passed the Department of Revenue exam. Wendy went on to explain that the statute does allow for an acting County Assessor, with full authority and a salary reimbursement by the state of 50%, for a maximum of sixty (60) days. If the position remains vacant, there is no salary reimbursement for that time. Another option would be to request a list of all current eligible County Assessment Officers. She also explained that the Department of Revenue granted Lee County permission to host a statewide testing opportunity that is tentatively scheduled for July 21, 2021.

Wendy walked the committee through the challenges of filling the position and explained that she had been working on a succession plan in her office for about three (3) years. There is a candidate currently working in the Assessment Office that will be retesting on July 21. This person had taken the test 2½ years ago and passed, but the test is only good for two (2) years.

Executive Session

Motion from Chris Norberg: To enter into Executive Session at 11:09 a.m. for the purpose of discussing 5 ILCS 120/2 (c)(1) personnel.

Second by Mike Koppien. Roll call vote: Chair Bob Olson, Vice Chair John Nicholson, Mike Koppien, and Chris Norberg, were all present in person. Jim Schielein attended via Zoom video conferencing.

Also present: Jack Skrogstad and Rick Humphrey (11:10-12:16), Charley Boonstra and Becky Brenner were present in person, Bob Gibler and Kasey Considine attended via Zoom video conferencing.

Meeting started at 11:10 a.m.

Roll call vote back in open session: Chair Bob Olson, Vice Chair John Nicholson, Mike Koppien, Chris Norberg, were all present in person, Jim Schielein attended via Zoom video conferencing.

Also present: Jack Skrogstad, Charley Boonstra, Jonathan Henrikson (IT), and Becky Brenner were present in person, Bob Gibler attended via Zoom video conferencing.

Back in open session at 12:25 p.m.

Motion by Chris Norberg: To approve the Administrator's contract naming Wendy Ryerson as the Lee County Administrator effective with the proposed changes that were discussed in Executive Session.

Second by Mike Koppien: Roll call vote Chair Bob Olson, Vice Chair John Nicholson, Jim Schielein, Mike Koppien, Chris Norberg. Motion passes.

Motion by Chris Norberg: To name Jennifer Boyd as the acting Assessor for up to sixty (60) days with a salary of \$44,450 until she has her license.

Second by John Nicholson. Motion carried unanimously by voice vote.

Motion to adjourn by Mike Koppien:

Second by Jim Schielein. Motion carried unanimously by voice vote.

Meeting was adjourned at 12:32 p.m.

Respectfully Submitted by,
Becky Brenner – County Board Secretary