



**Finance Committee Meeting – Thursday, July 8, 2021**

Third Floor Boardroom, Old Lee County Courthouse - 9:00 a.m.  
112 E Second St, Dixon, Illinois 61021

Meeting called to order at 9:00 a.m. by Chair Arlan McClain

Arlan McClain asked for a motion to appoint two (2) Board Members to the committee for a quorum.

**Motion by Tom Kitson:** To appoint Lee County Board Chairman Bob Olson and Lee County Board Vice Chairman to the Finance Committee meeting for the purpose of a quorum.

**Second by Lirim Mimini.** Motion carried unanimously by voice vote.

**Member Roll Call:** Chair Arlan McClain, Vice Chair Jim Schielein (9:10-10:30), Rick Humphrey, Tom Kitson, Lirim Mimini, Lee County Board Chairman Bob Olson and Lee County Vice Chairman John Nicholson were all present in person. No committee members attended via Zoom video conferencing. Lee County Board Chairman Bob Olson was replaced on the committee when Jim Schielein arrived.

**Members absent:** Doug Farster

**Board Members, Department Heads, or County Employees present:** Chairman Bob Olson, Mike Koppien, Marilyn Shippert, Chris Norberg (9:56-10:31), and Tom Wilson (10:10)(Board Members), Charley Boonstra (State's Attorney), Nancy Petersen (County Clerk), Paula Meyer (Treasurer), Staci Stewart (Probation), Jennifer Boyd (Acting Assessor), Wendy Ryerson (Administrator), Jonathan Henrikson (IT), and Becky Brenner (Board Secretary) were all present in person, Amy Johnson (Circuit Clerk) and John Simonton (Sheriff) attended the meeting via Zoom video conferencing.

**Visitors:** Andy Shaw (Lee Ogle Enterprise Zone) and Kevin Marx (member of the Lee County Industrial Association) were present in person, Jason Stringer (Illinois Energy Conservation Authority) attended via Zoom video conferencing.

The June 2021 minutes of the Finance Committee were approved without modification.

Paula Meyer provided the committee with the latest County financial statements and the quarterly report and was present to answer any questions the committee might have.

**Motion by Jim Schielein:** To approve the Treasurer's quarterly report.

**Second by Tom Kitson.** Motion carried unanimously by voice vote.

**GREDCO (Greater Rochelle Economic Development Corporation) Report:** No report for July

**Insurance Report:** No report for July

**Board Member or Department Head Reports:** No reports aside from the agenda items.

**Old Business**

John Simonton reported that he had submitted the access card project to the Executive Committee and County Board last month.

The committee discussed the Comcast Franchise Agreement in length.

**Motion by Lirim Mimini:** To move the Comcast Franchise Agreement with the 5% fee to the Executive Committee.

**Second by Tom Kitson.** Motion carried unanimously by voice vote.

Andy Shaw, Kevin Marx, and Jason Stringer walked the committee through the CPACE (Commercial Property Assessed Clean Energy Program) item on the agenda. CPACE is a financing option for commercial property owners to fund clean energy efficient measures for their properties. There was a lengthy discussion regarding how the program works and what the benefits would be for the County. The presentation was originally given in June of 2020, but the item was tabled.

**Motion by John Nicholson:** To take the CPACE Resolution off the table.

**Second by Tom Kitson.** Roll call vote: McClain – No, Schielein – Yes, Humphrey – No, Kitson – Yes, Mimini – Yes, Nicholson – Yes. Motion passes 4 Yes, 2 No.

**Motion by John Nicholson:** To pass the CPACE Resolution to the Executive Committee.  
**Second by Tom Kitson.** Motion carried unanimously by voice vote.

### **New Business**

Bob Olson explained that Jennifer Boyd, the Acting Assessor for Lee County would like to receive 75% of the Assessor's current salary until she passes her SOA exam later this month. After she has passed the test, she is asking to be paid the same salary as the former Assessor. Two of the surrounding Counties currently have vacancies in the Assessment Office and few people possess the qualifications for the job. Jennifer reminded the committee that the State of Illinois reimburses the County for 50% of the salary, even for the Acting Assessor.

**Motion by Tom Kitson:** To approve the salary for the Acting Assessor at 75% of the current Assessor's salary until she passes the SOA test. After she passes the test, she will be paid the full Assessor's salary.

**Second by Lirim Mimini.** Roll call vote: McClain – Yes, Schielein – Yes, Humphrey – Yes, Kitson – Yes, Mimini – Yes, Nicholson – Yes. Motion passes with 6 Yes.

Paula Meyer walked the committee through the Treasurer's Office financial projections discussion.

Staci Stewart explained that over the last several years the Administrative Office of the Illinois Courts has been working on and is nearing completion on new data element sheets. The Probation Department already compiles stats every month, but the new sheets would contain more than 170 data elements on each form. This includes adult stats, juvenile stats and statistics regarding drug treatment and veterans court, public services work and pretrial. The system that the office currently has, for Probations purposes only, does not work to collect this information. Probation is currently on a package with the Circuit Clerk's Office and this arrangement has worked simultaneously up until the last couple years when things began changing in the Administrative Office. Staci has started looking at a new management information system. The new system would take the Probation Office away from the system that the Circuit Clerk's Office uses where all the criminal case information is held. The office would need to toggle back and forth between the two systems. Staci has identified the program she would like to use and is working with IT to make sure everyone is on the same page. Sara Leisner in the State's Attorney's Office found a way to incorporate the cost of the new system into the Veteran's Treatment Court Federal Grant. The only unknown cost for the project would be the cost to convert the data, which Staci thought could be covered by Probation service fees.

Staci also explained that the Probation Office picked up GPS monitoring in 2016 with only a couple cases and the cost was reimbursed by the client. Currently Probation has 16 individuals with GPS monitoring. Pre-trial reform could potentially bring about enormous changes in the way the Probation Department works. What is about to change with the pre-trial reform is the release of those at the jail to be monitored via GPS tracking. There is a daily fee to monitor the system and track the individual. The change is earmarked for January of 2023, but Probation Office would like to be proactive and have a plan in place by then.

Staci Stewart also reported that she has a Probation Officer leaving at the end of the month, so she will be looking for a replacement hire. The salary for the replacement hire will be within her budget.

Bob Olson explained that the Liquor Commission had met on June 29<sup>th</sup> and would like to make the following three (3) changes to the Liquor Ordinance to be present to the County Board for approval: **1). Increase the number of events allowed on an events license from four (4) to twenty-four (24) with a fee of \$40.00 per event, 2) Increase the hours an event license is valid from twelve hours (12) to twenty-four (24), 3). Allow business with a class A, B, or C license to serve liquor from 7:00 a.m., to 10:00 p.m., on Sundays. The timeframe for packaged liquor sales would not change.**

The committee also scheduled a budget workshop review for July 26, 2021, at 9:00 a.m.

**Motion to adjourn by Rick Humphrey:**

**Second by Lirim Mimini.** Motion carried unanimously by voice vote.

Meeting adjourned at 9:34 a.m.

Respectfully Submitted by,  
 Becky Brenner – Lee County Board Secretary

*The next scheduled Finance Committee meeting will be 9:00 a.m. on Thursday, August 12, 2021*