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DeKalb County Government
Sycamore, Illinois

DEKALB COUNTY REGIONAL PLANNING COMMISSION MINUTES

(February 22, 2018)

The DeKalb County Regional Planning Commission (RPC) met on February 22, 2018 at 6:30 p.m. in the DeKalb County Administrative Building, Conference Room East, in Sycamore, Illinois. In attendance were Commission Members: Cheryl Aldis, Jo Ellen Charlton, Rich Gentile, Russell Kula, Steve Devlieger, Martha May, Becky Morphey, Brian Gregory, and Misty Haji-Sheikh. Also in attendance were: Glenna Johnson, DeKalb County 911 Coordinator; Anita Zurbrugg and Kevin McArtor, of the DeKalb County Community Foundation; and County Staff members: Derek Hiland, Jolene Willis, and Marcellus Anderson.

1. Roll Call – Commission members John Fisher, Elizabeth Peerboom, Bryan Rhodes, Les Redden, Dan Nolan, and Linda Swenson, were absent. Alternate Commission Member Misty Haji-Sheikh took the place of Kevin Bunge for the meeting.

2. Approval of Agenda

Ms. Aldis moved to approve the agenda, seconded by Mr. Gentile, and the motion carried unanimously.

3. Approval of Minutes – *Ms. Aldis moved to approve the minutes of the December 7, 2017 meeting, seconded by Mr. Devlieger, and the motion carried unanimously.*

4. Public Comment

None.

5. DCCF Economic Development Grant Status

Ms. Zurbrugg and Mr. McArtor gave a presentation regarding the DeKalb County Community Development Economic Development Grant program, describing its history and purpose. They informed the Commission that the program provided a \$20,000 grant for each community in the County, for the planning and implementation of economic development within the Community, and described the process and requirements for the program. They noted that so far seven of the fourteen local communities have participated in the grant, and described some of these projects. Most importantly, they informed the Commission that the final date that they would be

accepting applications would be February 1, 2019. They finished by noting that they were willing to work with the communities and that an additional resource for help with preparing a grant application was Ms. Willis, the DeKalb County Economic Development Coordinator. They also distributed a packet of information regarding the program, its requirements, and their contact information.

6. Microcell Sites and Water Tower Lease Agreements Follow Up Discussion

At the December 7, 2017 meeting, the Commission discussed microcell sites and water tower lease agreements. An item brought up in that discussion was information regarding existing water tower leases may be available in the County Tax Assessor's office. Mr. Hiland informed the Commission that he had met with Robin Brunschon, the County Assessor, and had sent out to the Commission members the information he found. He explained the information and described the impacts of such leases on the taxability of such sites. He also noted that Ms. Brunschon has conveyed that she would be happy to talk to any community that had any further questions for her.

Ms. Johnson gave a presentation regarding the need and process for addressing "small cell" sites and the nature of such devices. Ms. Johnson also distributed a handout summarizing the points and issues she described. The Commission had a detailed discussion with Ms. Johnson regarding the topic, sharing their own communities' experiences. Ms. Aldis also shared information regarding a proposed state legislation on the regulation of "small cell" sites, and its status.

7. Water Tower Maintenance in Your Community

Mr. Hiland introduced the topic by noting that a member of the Commission had requested a discussion about water tower maintenance options and best practices. Mr. Gentile and Ms. Aldis described the processes, experiences and challenges that their communities (Genoa and Cortland, respectively).

8. Drinking Water 1-2-3 – Guide for Local Officials and Community Leaders

Mr. Hiland informed the Commission with copies of "Drinking Water 1-2-3", a resource created by the Metropolitan Planning Council for elected officials in Northeastern Illinois about drinking water planning and management. He described the resource, and demonstrated an online tool connected to it. Mr. Gentile noted that he maintains similar information for communities in DeKalb County.

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9. Annual Dues

Mr. Hiland reminded the Committee members that an annual fee is assessed to the member communities to offset the County's costs of providing staffing, meeting room, and materials for the Commission, and noted that not only eight of the fourteen communities had paid their annual membership fees. He requested that the members who communities had not paid please remind their local staff to remit said dues. Mr. Devlieger noted that the Village of Kirkland had just recently voted to approve payment and that the County would be receiving the check soon.

10. Member Re-Appointments – Cortland, Sycamore, Hinckley, Lee, Shabbona, and Sandwich

Mr. Hiland informed the Commission that six member terms (Cortland, Sycamore, Hinckley, Lee, Shabbona, and Sandwich) would be coming to an end in April, and requested that the members from those communities to please have their community forward a letter of reappointment to the County Board Secretary, so that the reappointment can be added to the April 18 County Board meeting.

11. 2018 Agenda Items

Mr. Hiland asked the Commission what issues it wished to address in 2018.

Ms. May suggested looking into ways the DeKalb County can protect its water resources. Ms. Haji-Sheikh suggested looking at the ways in which Las Vegas was addressing its water issues, and described some of the methods it had taken.

Mr. Hiland noted that the Commission had talked about inviting Paul Borek, of the DeKalb County Economic Development Corporation, to speak on the state of the County, and informed the Commission that he had agreed to do so and would be at the Commission's April 26 meeting.

Mr. Hiland suggested that the Commission might want to examine the County's Long Term Recovery Plan, maybe consider establishing its own recovery plan. Ms. Aldis noted that this would dovetail with the local emergency management plans.

Mr. Hiland noted that he was hopeful that a completed Comprehensive Economic Development Strategy (CEDS) would be available by the next meeting.

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Mr. Devlieger suggested exploring the possibility of the municipalities and County working together to as a group to leverage better deals for supplies, equipment, etc. Several members noted that the County Highway Department already had agreements like to this in place. The Commission discussed the feasibility of this idea.

Ms. Aldis suggested comparing code regulations for parking.

12. Municipal Development Permits / Projects / Challenges / Champions

Ms. Morphey (Somonauk) reported that not much was happening. She noted that Comcast was looking to expand into the Village, and was in negotiations with the Village.

Ms. May (Lee) reported that the Village was quiet, but that it was working on submitting an application for the DCCF Economic Development grant.

Mr. Gentile (Genoa) reported that Genoa was quiet.

Ms. Haji-sheikh and Mr. Hiland (DeKalb County) noted that the County was developing solar farm regulations, updating the code regarding accessory building height and the definition of a gun club, an amendment to a special use for private runway near Waterman was approved, the County abated taxes related to the County Jail and Courthouse, and updated the fees for telecommunication towers. She also noted that the new County Jail was starting to conduct tours, and that the new sober living facility was opened and occupied.

Ms. Charlton (DeKalb) noted that the downtown area was still under construction. She noted that some potential development for Park 88 was in the works. Ms. Charlton reported that about fifteen to nineteen permits were on the books, but that residential development was still slow.

Mr. Kula (Hinckley) reported that things were quiet in the Village.

Mr. Devlieger (Kirkland) reported that the Village was working with DCCF and NIU to apply for grants to renovate the old grocery store into a community building. He reported that they were also in the process of switching all their lights to LED.

Ms. Aldis (Cortland) reported that not much was changed from the December report, other than the small cell issue.

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Mr. Gregory (Sycamore) reported that the City had a number of non-residential projects ongoing. He noted that in 2017, they had 46 housing starts. He noted that senior housing seems to still be happening.

13. Next Meeting Date

Mr. Hiland noted that the next scheduled meeting date would be on April 26, 2018, at 6:30 p.m. in the Conference Room – East, DeKalb County Administrative Building.

14. Adjournment – *Mr. Gregory motioned to adjourn, seconded by Ms. Charlton, and the motion carried unanimously.*

Respectfully submitted,

Brian Gregory
Chairman, DeKalb County Regional Planning Commission

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