

CARROLL COUNTY BOARD MEETING

****Small Courtroom, Courthouse****

April 4, 2024 9:30 a.m.

*****PLEASE SILENCE CELL PHONES*****

Call to Order

Pledge of Allegiance

Roll Call

Public Comments

Consent Agenda

- 1. Approval of the March 21st Meeting Minutes**
- 2. Approval of Bills Paid in Vacation**
- 3. Approval of Committee on Claims**

Tabled Items

Department Reports

Animal Control

Assessor

- 1. Final Equalization**

Circuit Clerk

County Clerk & Recorder

Emergency Management

GIS

Highway

- 1. Monthly Report**

Health Department

Probation

Sheriff

States Attorney

Transit

Treasurer

Zoning

Zoning Board of Appeals

Affiliate Reports

Blackhawk Hills Regional Council – Mrs. Bickelhaupt

Business Employment Skills Team/Workforce – Mr. Flikkema

Community Mental Health Board – Mrs. Bickelhaupt

Emergency Telephone System Board – Mr. Rieck

Health Board – Mr. Iske

Hotel/Motel – Ms. Jacobs

Jo/Carroll Enterprise Zone

Jo Daviess Carroll County Joint Action Solid Waste Agency – Mr. Flikkema

LRA – Ms. Jacobs

NWILED – Ms. Jacobs

1. Monthly Report

Senior Services Board – Mr. Soldat

Tri-County Opportunities Council – Mr. Preston

United County Council of Illinois – Mr. Payette

1. Monthly Report

Veterans Assistance Commission – Ms. Jacobs

Whiteside Carroll Enterprise Zone - Mr. Payette

Committee Reports

Ad Hoc Inmate Housing Committee – Mr. Iske

Ad Hoc Administrator Hire Committee – Mrs. Bickelhaupt

Highway/EOC Building Renovation – Mr. Flikkema

Ad Hoc Transit Garage Committee – Mr. Flikkema

Old Business

New Business

- 1. Approval of Resolution to allow for the Cherry Grove- Shannon Township to obtain permanent easement of Stonefield Drive**
- 2. Approval of Resolution for Improvement under the Illinois Highway Code allocating County Matching Funds for the Ideal Road project from Dutchtown Road to Morrison Route in the amount of \$804,000.00**
- 3. Approval of Resolution to allocate budgeted Matching Funds to the Ideal Road project in the amount of \$5,385,000.00**
- 4. Approval of Contract agreement with Hutchison Engineering to oversee the construction of Ideal Road from Dutchtown Road to Morrison Route for the amount of \$500,296.00**
- 5. Approval to utilize excess ARPA funds allocated for the salt shed replacement to new garage doors in the maintenance shop and one garage door on the north side of the shed behind the garage**
- 6. Approval of Petition for Bridge Aid from Wysox Road District Section 144 Wagner Road and allocation of County Bridge Aid funds in the amount of \$4,860.00**
- 7. Approval of Petition for Bridge Aid from Wysox Road District Section 24980 Dutchtown Road and allocation of County Bridge Aid funds in the amount of \$3,240.00**
- 8. Approval of Petition for Bridge Aid from Wysox Road District Section 26917 Dutchtown Road and allocation of County Bridge Aid funds in the amount of \$4,860.00**
- 9. Approval of Petition for Bridge Aid from Wysox Road District Section 26396 Dutchtown Road and allocation of County Bridge Aid funds in the amount of \$7,290.00**
- 10. Approval of Proclamation of Sexual Assault Awareness Month**
- 11. Approval of Raffle License for Timber Lake Playhouse to conduct 1 raffle on three separate nights (April 6 & 20 and May 4)**
- 12. Approval to hire Robert Jachnicki as Carroll County Administrator**
- 13. Approval of Board Members participation in UCCI Events**

Executive Session

Chairman Report

Appointments – Approval of the following:

Jo-Carroll Foreign Trade Zone for a term thru March 2027 (1)

Hotel/Motel Tax Board for terms thru April 2026 (3) –

Hotel Operator, B&B/Cabin/House Operator and an Alternate representatives

Jo-Carroll Depot Local Redevelopment Authority for terms thru April 2025 (1), April 2026 (2) and April 2027 (1)

Fire District Trustees thru April 2027 (6) – Chadwick, Lanark, Thomson, Milledgeville, Mt Carroll, Savanna

Adjournment

Next County Board Meeting – April 18, 2024 9:30 a.m.

CARROLL COUNTY BOARD MEETING
301 N. MAIN ST., MT. CARROLL, IL IN SMALL COURTROOM
MARCH 21, 2024 AT 9:30 A.M.

Chair Payette called the Board meeting to order at 9:30 a.m.

Pledge of Allegiance.

Roll call shows Mr. Payette, Mr. Preston, Mr. Flikkema, Ms. Jacobs, Mr. Iske, Mrs. Bickelhaupt, Mr. Rieck and Mr. Soldat present. Mr. Vandermyde was absent.

Public Comments – None

Chair Payette presented the consent agenda for approval.

1. Approval of the February 15, 2024 Board Meeting minutes
2. Approval of Bills Paid in Vacation
3. Approval of Committee on Claims

Motion by Mr. Preston, second by Ms. Jacobs to approve the consent agenda. Roll call shows Mrs. Bickelhaupt, Mr. Preston, Mr. Flikkema, Mr. Iske, Mr. Payette, Mr. Soldat, Ms. Jacobs, and Mr. Rieck all voting aye. Motion carried.

Chair Payette presented for Approval of Board Member Services. He noted that an Amended Board Member Services was sent out with corrections. The corrections were the per diem and mileage total for Mrs. Bickelhaupt as \$740.77 and per diem correction for Mr. Iske was \$780.00. Motion by Mr. Preston, second by Ms. Jacobs to Approve Board Member Services with the noted corrections. Roll call shows Mr. Payette, Ms. Jacobs, Mr. Iske, Mr. Flikkema, Mrs. Bickelhaupt, Mr. Soldat, Mr. Rieck and Mr. Preston all voting aye. Motion carried.

Chair Payette moved up #1 under New Business - Approval of Resolution recognizing National Agriculture Day that was presented from the Carroll County Farm Bureau. FBCM Manager Victoria Hansen introduced herself and explained programs that the Farm Bureau hosts. Motion by Mr. Flikkema, second by Mr. Preston for Approval of Resolution recognizing March 19, 2024 as National Agriculture Day. Motion carried.

Tabled Items-None

Animal Control- No report.

Assessor- Chief County Assessor Annette Gruhn and Chair Payette presented Louis Schloderback with a plaque acknowledging his 21 years of service on the Board of Review. Mr. Schloderback also served on the County Board from 2003 to 2006. Mr. Schloderback thanked

Chief Assessor Gruhn, Judy Dampman and Chris Dulaney that worked with him on the Board of Review.

Chief Assessor Gruhn invited the Board and public to join them in celebrating Lou's accomplishments with cupcakes in her office.

Circuit Clerk- Circuit Clerk Patty Hiher updated the Board that half of her 273 boxes of documents to be scanned have been picked up. The remaining will be picked up today. Chair Payette thanked her for her hard work on that project.

County Clerk- County Clerk Amy Buss reported that only 16.32% of registered voters voted in the Tuesday, March 19th Primary. She thanked her election judges, counting center and her staff for all their hard work that is done at each election.

Chair Payette informed the Board he has been asked if the County had a logo. He asked the Board and Department Heads of their thoughts. His suggestion was to hold a contest that is done through our local schools.

Emergency Management- No report

GIS- No report.

Highway – A monthly report was submitted.

County Engineer Sara Renkes went over several topics that were in the monthly report.

She updated the Board on the Bridge Improvement Program (BIP) Discretionary Grant Program that former County Engineer Vandendooren applied for in 2022. Big Cut Road Bridge of the BNSF Railroad project was initially slated for April letting but now is slated for August.

The salt shed had some shingles that blew off but Porter Brothers and their roofing subcontractor will repair the shingles at their cost.

She informed the Board of upcoming topics and projects that she will be bringing to the Board meeting in April. She will be asking the Board to consider letting her use unused ARPA (Fund 84) funds that were not used on the salt shed to be used to purchase and install garage doors for the County Maintenance garage.

County Board Member Preston asked why the portable scales for truck weighing are not being used. Sheriff Kloepping answered since roads have not been posted and his lack of man power that the scales have not been used much. His deputy must be certified on the scales which is an 80-hour course. The scales have been calibrated and are ready for use.

Health Department – No report.

Probation- No report.

Sheriff & Property- Sheriff Kloepping reported the tuckpointing on the lower stone foundation of the Courthouse will be begin when the temperatures are steadily above freezing.

He reported that two squad cars had minor damage due to hitting a racoon and a deer.

State's Attorney – State's Attorney Aaron Kaney reported the annual Law Day will be April 23rd.

Transit – Chair Payette informed the Board that Mary Maszk will begin her duties as the new PCOM on Monday, March 25th. Her office for a few months will be the Election voting room until she can move out to the basement of the Highway Department.

Treasurer – County Treasurer Lydia Hutchcraft reported that due to a change in the state statutes all stipends that are paid to elected officials will be sent to the County to be distributed. She will be creating a separate fund which will be Fund 33. It was clarified that stipends are paid by the State not the County.

Matt Schueler, CPA from WIPFLI presented a power point presentation of the 2023 audit. The presentation highlighted the Auditor's Reports, Things to Note, Change in Governmental Funds- Current Year to Prior Year, Revenue by Function, Expenses by Function, Days in Fund Balance- County General, IMRF Funded Ratio-Regular Plan, and IMRF Funded Ratio-SLEP Plan. There were questions in regards to the IMRF Funded Ratio-SLEP Plan. Chair Payette asked for this presentation to be forwarded to all Board Members. Chair Payette thanked Matt Schueler for the good working relationship we have had over the years with WIPFLI.

Zoning – Zoning Officer Jaicee Buckner reported that she attended a meeting with other Zoning officers from other counties.

She has been investigating complaints and violations and has worked with the State's Attorney on those matters. Also, she and the County Treasurer have been working together to better understand who is to collect the Hotel/Motel tax, and she is also preparing for the mandated building code changes that will go into effect on January 1, 2025.

Zoning Board of Appeals – No report

Affiliate Reports

Blackhawk Hills Regional Council – No report.

Business Employment Skills Team/Workforce – No report.

Community Mental Health Board – No report.

Emergency Telephone System Board - No report.

Health Board – No report.

Hotel/Motel – A monthly report submitted.

Jo/Carroll Enterprise Zone - No report

Jo Daviess Carroll County Joint Action Solid Waste Agency – No report

LRA- No report.

NWILED- No report.

Senior Services Board - No report

Tri-County Opportunities Council – No report.

United County Council of Illinois – No report.

Veterans Assistance Commission – No report

Whiteside Carroll Enterprise Zone – No report.

Committee Reports

Ad Hoc Inmate Housing Committee- Mr. Iske reported the March 20, 2024 meeting was canceled. Himself and Sheriff Kloepping did meet with Wold on that date to check on the progress of the data they requested from Wold.

Ad Hoc Administrator Hire Committee-Mrs. Bickelhaupt reported the committee will meet in closed session at noon to conduct a second interview. The committee should be bringing a recommendation to the Board at the next Board meeting.

Highway/EOC Building Renovation-Mr. Flikkema reported that the contractor is hoping to start in the next month.

Ad Hoc Transit Garage Committee- Mr. Flikkema reported there has been no update from the Illinois Department of Transportation.

Ad Hoc PCOM Hire Committee- No report. Chair Payette will remove this committee from the agenda.

Old Business

Chair Payette reported that he has met with the Mayor of Mt. Carroll regarding the Courtyard easement. They are working on finding documentation on who owns what. He has also been in contact with the surveyors to help clarify ownership.

Chair Payette updated the Board on the status of Fund 84 (ARPA). For the salt shed build, \$38,000 was not spent and is available. For new truck purchases, \$500,000 was committed with \$316,000 yet to be paid. The renovation for the Highway/EOC Building bid was \$248,000. That is leaving \$91,000 left but with interest the balance is \$188,000 in Fund 84.

New Business- Chair Payette presented for Approval a Raffle license for Timber Lake Playhouse. Motion by Mr. Soldat, second by Ms. Jacobs to approve. Motion carried.

Chair Payette presented for discussion and possible Approval of County Auditor contract. After much discussion on the current auditors, the current fee and why the high increase, the services they provide or if this should be bid out for Audit services, it was the consensus of the Board to wait and have our new Administrator provide a recommendation.

Chair Payette presented for Approval of Resolution authorizing execution of the Section 5311 Federal Grant and the DOAP-State Grant for FY25. Motion by Ms. Jacobs, second by Mrs. Bickelhaupt to approve this Resolution. Roll call shows Mr. Rieck, Mr. Payette, Mr. Flikkema, Mrs. Bickelhaupt, Mr. Soldat, Mr. Isek, Mr. Preston, and Ms. Jacobs all voting aye. Motion carried.

Chair Payette presented for Approval the Resolution to authorize providing Public Transportation. Motion by Mr. Preston, second by Ms. Jacobs to approve. Roll call shows Mr. Iske, Mr. Soldat, Mr. Payette, Mr. Flikkema, Mrs. Bickelhaupt, Mr. Rieck, Ms. Jacobs, and Mr. Preston all voting aye. Motion carried.

Sheriff Kloepping presented for Approval for the Sheriff's Department 18 body and 10 vehicle cameras be purchased due to a law going into effect on January 1, 2025. The total cost for the 18 body and 10 vehicle cameras would be \$163,000. If purchased before the end of the month, the company could lower the price by \$7,000. The cameras would be purchased from Axon which is the same company the State's Attorney uses for video evidence. The first year the cost would be \$75,749.62 (with the \$7,000 savings being spread out over the five years) then the remaining paid over the next four years. The warranty is good until May 21, 2029 and the existing cameras will be update every 2 ½ years. Motion by Mr. Rieck, second by Ms. Jacobs to approve the purchase of 18 body cameras and 10 vehicle cameras not to exceed \$163,000. Roll call shows Ms. Jacobs, Mr. Flikkema, Mr. Soldat, Mr. Iske, Mr. Payette, Mrs. Bickelhaupt, Mr. Rieck and Mr. Preston. Motion carried.

Chair Payette presented for Approval of Petition for Bridge Aid from Woodland Road District Section -14511 Old Galena Trail Road. Motion by Mr. Preston, second by Mrs. Bickelhaupt to approve the petition for Bridge Aid for Woodland Road District Section-14511, Old Galena Trail Road in the amount of \$6,400 which half is paid by County and half by Township. Discussion. Roll call show Mr. Preston, Mr. Payette, Mr. Rieck, Ms. Jacobs, Mr. Iske, Mrs. Bickelhaupt, Mr. Soldat, and Mr. Flikkema all voting aye. Motion carried.

Chair Payette presented for Approval of Petition for Bridge Aid in the amount of \$6,400 from Woodland Road District -14337 Old Galena Trail Road. Motion by Ms. Jacobs, second by Mr. Iske to approve Petition for Bridge Aid in the amount of \$6,400 for Woodland Road District-14337 Old Galena Trail Road in which half is paid by County and half by Township. Roll call shows Mr. Rieck, Mr. Flikkema, Mr. Payette, Mr. Iske, Mr. Soldat, Mr. Preston, Ms. Jacobs, and Mrs. Bickelhaupt all voting aye. Motion carried.

County Engineer Renkes presented and explained the Approval of Resolution to allocate \$45,000 of Matching Funds if awarded the Statewide Planning and Research Funds Grant with the Illinois Department of Transportation. The \$45,000 would be the County share of 20%. She had \$50,000 allocated in her budget so she is \$5,000 under budget. Roll call shows Mrs. Bickelhaupt, Mr. Preston, Mr. Flikkema, Mr. Iske, Mr. Payette, Mr. Soldat, Ms. Jacobs, and Mr. Rieck all voting aye. Motion carried.

County Engineer Renkes presented for Approval of Resolution to allocate \$2,000 of Matching Funds for the contract with Cloudpoint Geo Spatial. Motion by Ms. Jacobs, second by Mrs. Bickelhaupt to approve this Resolution to allocate \$2,000 of Matching Funds for the contract with Cloudpoint Geo Spatial with the understanding even if the grant is not approved, \$2,000 will still be owed to Cloudpoint Geo Spatial. Roll call shows Mr. Payette, Ms. Jacobs, Mr. Iske, Mr. Flikkema, Mrs. Bickelhaupt, Mr. Soldat, Mr. Rieck, and Mr. Preston all voting aye. Motion carried.

Chair Payette presented for Approval of contract with Cloudpoint GEO Spatial to write the Statewide Planning and Research Grant application at the cost of \$2,000. Motion by Ms. Jacobs, second by Mr. Soldat to approve the contract with Cloudpoint GEO Spatial in the amount of \$2,000. Roll call shows Mr. Rieck, Mr. Payette, Mr. Flikkema, Mrs. Bickelhaupt, Mr. Soldat, Mr. Iske, Mr. Preston, and Ms. Jacobs all voting aye. Motion carried.

Chair Payette presented for Approval of Sara Renkes, County Engineer and Sirena Brinkmeier, Administrative Assistant, with certificate of authority by County Board vote, to place Carroll County's salt acquisition within the CMS web-based system. This is a requirement with the Illinois Department of Transportation. Motion by Ms. Jacobs, second by Mr. Iske to approve. Motion carried.

Chair Payette presented for Approval of support Sheriff's Kloepping recommended Chief Deputy hire. Motion by Ms. Jacobs, second by Mrs. Bickelhaupt to go into Executive Session at 11:08 a.m. to discuss this matter under 5 ILCS 120/2 (c) (1) Personnel. Roll call shows Mr. Flikkema, Mr. Preston, Mr. Payette, Ms. Jacobs, Mrs. Bickelhaupt, Mr. Rieck, Mr. Iske, and Mr. Soldat all voting aye. Motion carried.

Board returned to Open Session from Executive Session at 11:41 a.m.

Chairman Reports-Chair Payette updated that there will be updated Ordinances that will be brought to the Board for discussion and approval in the future.

He reported to the Board that salaries will need to be set for elected officials soon.

He informed the Board that there will be a Paid Leave Act webinar at 2 p.m. if any department supervisor is interested.

Chair Payette asked Mrs. Bickelhaupt to explain the Spongy Moth warning the County received from the Illinois Department of Natural Resources. She advised they would like a letter from the

County in support of the ratification of the Spongy Moth by aerial spraying. Chair Payette informed the Board that he will contact the Illinois Department of Natural Resources on this matter.

Appointments-

Chair Payette removed the Appointment to the Jo-Carroll Foreign Trade Zone. Robert Canier has served on that Board since 2006 and wishes not to be reappointed. Chair Payette asked if anyone is interested in being appointed to that Board to contact him.

Chair Payette informed that no Board action was needed to be taken on Sheriff's Chief Deputy hire. The Board previously had approved the Sheriff to fill the vacancy of the Chief Deputy.

Motion by Mr. Jacobs, second by Mr. Preston to adjourn at 11:54 a.m. Motion carried.

Submitted by Amy R. Buss, County Clerk and Recorder

Selection Criteria:

Vendor =

Bank =

Bills Paid in Vacation

Batch = ELECTION

Due Date =

Invoice Date =

Open Invoices by Fund/Department (APLT22)**Carroll County**

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	07	ELECTIONS			
640	AMY BUSS		01107005323	PRINTING, SUPPLIES & POSTAG	\$76.80
	2024 PRIMARY ELECTION	3/22/2024	MILEAGE		
6240	ARLENE BICKELHAUPT		01107005019	JUDGES, BALLOTS & SUPPLIES	\$137.20
	2024 PRIMARY ELECTION	3/22/2024	NURSING HOME, COUNTING CENTER, MILEAGE		
640828	ARLYN J. HUIZENGA		01107005019	JUDGES, BALLOTS & SUPPLIES	\$21.60
	2024 PRIMARY ELECTION	3/22/2024	DELIVERY, MILEAGE		
6716	BARBARA JO RUTER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$51.50
	2024 GENERAL PRIMARY	3/22/2024	PICKUP, DELIVERY, MILEAGE		
640520	BETH DIENER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$20.00
	2024 PRIMARY ELECTION	3/22/2024	SUPPLY PICKUP		
640307	BRENDA K. FELLER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2024 PRIMARY ELECTION	3/22/2024	DELIVERY		
640665	CAROL GLOOR		01107005019	JUDGES, BALLOTS & SUPPLIES	\$27.10
	2024 PRIMARY ELECTION	3/22/2024	DELIVERY, MILEAGE		
6798	CAROL STONER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$35.00
	2024 PRIMARY ELECTION	3/22/2024	PICKUP & DELIVERY		
1580	CARROLL CO. FARM BUREAU		01107005022	HELP AMERICA VOTE ACT	\$150.00
	2024 PRIMARY ELECTION	3/22/2024	POLLING LOCATION		
640568	CHARLES F GAUWITZ		01107005019	JUDGES, BALLOTS & SUPPLIES	\$20.00
	2024 PRIMARY ELECTION	3/22/2024	SUPPLY PICKUP		
820	CHERRY/GROVE SHANNON TWP.		01107005022	HELP AMERICA VOTE ACT	\$140.00
	2024 PRIMARY ELECTION	3/22/2024	ELECTION		

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
6456	CLARENCE W. HASZ 2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$44.90
4934	CYNTHIA WOESSNER 2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$41.60
640827	DEBORAH HUIZENGA 2024 GENERAL PRIMARY	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
640707	DIANE MANIKOWSKI 2024 PRIMARY ELECTION	3/22/2024	01107005019 NURSING HOME JUDGE	JUDGES, BALLOTS & SUPPLIES	\$75.00
640716	DiAnn Adolph 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
6790	DOLORIS A. STITZEL 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$31.50
1490	ELKHORN GROVE TOWNSHIP 2024 PRIMARY	3/22/2024	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$100.00
1650	FAIRHAVEN TOWNSHIP 2024 PRIMARY	3/22/2024	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$165.00
640295	FREDDIE PRESTON 2024 GENERAL PRIMARY	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$27.10
1600	FREEDOM TOWNSHIP 2024 PRIMARY	3/22/2024	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$100.00
640563	GRANT K WIEGERT 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
261	JANET BARKLEY 2024 PRIMARY ELECTION	3/22/2024	01107005019 SUPPLY PICKUP	JUDGES, BALLOTS & SUPPLIES	\$20.00
640664	JANET HOCKMAN 2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$36.10
6822	JANICE S. VANDREW 2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$46.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
640669	JERRY BREARTON 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
640306	JO A. CAREY 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$27.10
640829	JOAN S. BROOKS 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
6670	JOANN M. PALMER 2024 PRIMARY ELECTION	3/22/2024	01107005019 MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$9.90
6499	JOHN A. JIRGENSON 2024 PRIMARY ELECTION	3/22/2024	01107005019 SUPPLY PICKUP	JUDGES, BALLOTS & SUPPLIES	\$20.00
6830	JOSEPH TITUS 2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE, NURSING HOME	JUDGES, BALLOTS & SUPPLIES	\$133.10
1276	JUDY DAMPMAN 2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$44.90
6762	JUNE R. SLICK 2024 GENERAL PRIMARY	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$59.20
640312	KAREN G. MCCARTY 2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$38.30
6391	KATHLEEN FOLSOM-JOHNSON 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
6378	KATHLEEN M FOSSETT 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
6304	KATHLEEN N. CARROLL 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
640124	KENDRA S. STRAUCH 2024 PRIMARY	3/22/2024	01107005323 MILEAGE SET UP POLLS	PRINTING, SUPPLIES & POSTAG	\$79.73
6720	KIMBERLY SALADINO 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
640663 LAURIE S FOLTZ	2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$16.10
640516 LeAnne Nye	2024 PRIMARY ELECTION	3/22/2024	01107005019 MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$5.50
6823 LINDA A. THIETJE	2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$31.50
640840 LINDA KESSLER	2024 PRIMARY ELECTION	3/22/2024	01107005020 EXTRA HELP, COUNTING CENTER	CLERK'S OFFICE OVERTIME	\$252.00
640530 LISA L. WIERSEMA	2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
6500 MARJORIE K. JACKSON	2024 PRIMARY ELECTION	3/22/2024	01107005019 SUPPLY PICKUP	JUDGES, BALLOTS & SUPPLIES	\$20.00
640531 MARK A. WIERSEMA	2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$33.70
6682 MICHAEL PICLOTTI	2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$47.10
3090 MT. CARROLL TOWNSHIP	2024 PRIMARY	3/22/2024	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$140.00
6811 NANCY SWEITZER	2024 GENERAL PRIMARY	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
640126 PAMELA DARROW	2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$27.10
640831 PAUL WINKLER	2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$27.10
640671 PAULA M THOELE	2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$35.00
6683 PHYLLIS M. PICLOTTI	2024 PRIMARY ELECTION	3/22/2024	01107005019 PICKUP, DELIVERY, NURSING HOME	JUDGES, BALLOTS & SUPPLIES	\$110.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
6848	RITA WASHINGTON 2024 PRIMARY ELECTION	3/22/2024	01107005019 SUPPLY PICKUP	JUDGES, BALLOTS & SUPPLIES	\$20.00
640837	RIVERPORT RAILROAD 2024 PRIMARY ELECTION	3/22/2024	01107005022 POLLING LOCATION	HELP AMERICA VOTE ACT	\$200.00
640721	ROBERT NOLTE 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
6612	ROBERTA A. MCCONNEL 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
3590	ROCK CREEK/LIMA TOWNSHIP 2024 PRIMARY	3/22/2024	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$140.00
640515	SAVANNA FIRE DEPARTMENT 2024 PRIMARY ELECTION	3/22/2024	01107005022 POLLING LOCATION	HELP AMERICA VOTE ACT	\$400.00
3820	SAVANNA TOWNSHIP 2024 PRIMARY	3/22/2024	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$315.00
640076	SHERYL RUTER 2024 GENERAL PRIMARY	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
640294	SUE BOELKINS 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
640220	SUSAN MORGAN 2024 PRIMARY ELECTION	3/22/2024	01107005019 SUPPLY PICKUP	JUDGES, BALLOTS & SUPPLIES	\$20.00
640565	VICKY L KLOTH 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY, MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$38.10
6459	VICKY L. HAYES 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
640667	VIRGINIA M DESWARTE 2024 PRIMARY ELECTION	3/22/2024	01107005019 DELIVERY	JUDGES, BALLOTS & SUPPLIES	\$15.00
4770	WASHINGTON TOWNSHIP 2024 PRIMARY	3/22/2024	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$75.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
	Invoice	Inv Date	Invoice Description		
4780	WOODLAND TOWNSHIP		01107005022	HELP AMERICA VOTE ACT	\$100.00
	2024 PRIMARY	3/22/2024	ELECTION		
4960	WYSOX TOWNSHIP		01107005022	HELP AMERICA VOTE ACT	\$140.00
	2024 PRIMARY	3/22/2024	ELECTION		
4970	YORK TOWNSHIP		01107005022	HELP AMERICA VOTE ACT	\$100.00
	2024 PRIMARY	3/22/2024	ELECTION		
				Subtotal for Department: 07 :	\$4,341.83
				Total for Fund: 011 :	\$4,341.83

Selection Criteria: Vendor =
Bank =

Batch = BENTLEY
Due Date =
Invoice Date =

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	087	PUBLIC DEFENDER SAFETY ACT			
Dept:	00	NonDepartmental			
640823	BENTLEY PAINTING		08700005510	DISBURSEMENTS	\$914.00
	3.26.24	3/26/2024	COURTHOUSE / HALF DEPOSIT		
Subtotal for Department: 00 :					\$914.00
Total for Fund: 087 :					\$914.00

Selection Criteria:

Vendor =

Bank =

Committee On Claims

Batch =

Due Date = 4/4/2024

Invoice Date =

Open Invoices by Fund/Department (APLT22)**Carroll County**

Vendor		Account	Account Description	Invoice Amt
Invoice	Inv Date	Invoice Description		
Fund: 011 GENERAL FUND				
Dept: 01 COURTHOUSE UPKEEP				
640823 BENTLEY PAINTING		01101005436	COURTHOUSE IMPROVMT-TUCK	\$1,030.00
MARCH 2024	4/4/2024	MAIN ENTRANCE BATHROOMS		
1091 COMPUTER DYNAMICS		01101005005	UTILITIES--TELEPHONE	\$21.95
393290	4/4/2024	MONTHLY WEB HOSTING		
2182 ifiber		01101005459	COURTHOUSE iFIBER LEASE	\$2,100.00
F-2402037	4/4/2024	APRIL-JUNE QUARTERLY FIBER CONNECTION FEE		
3412 PLATTENBERGER PLUMBING & HTG.		01101005003	REPAIRS & MAINTENANCE	\$125.00
4104	4/4/2024	COURTHOUSE		
3413 PLUNKETT'S PEST CONTROL INC.		01101005003	REPAIRS & MAINTENANCE	\$114.34
8466915	4/4/2024	COURTHOUSE		
640762 REPUBLIC SERVICES		01101005003	REPAIRS & MAINTENANCE	\$230.14
0721-007939899	4/4/2024	SHERIFF		
640697 SYNDEO NETWORKS, INC.		01101005005	UTILITIES--TELEPHONE	\$337.48
SN022622	4/4/2024	CARROLL COUNTY		
640379 THE HOME DEPOT PRO		01101005003	REPAIRS & MAINTENANCE	\$103.80
794430421	4/4/2024	SHERIFF		
			Subtotal for Department: 01 :	\$4,062.71
			Total for Fund: 011 :	\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	02	SUPPLIES AND RENTALS			
640339	PHYSICIANS IMMEDIATE CARE		01102005323	PRINTING, SUPPLIES & POSTAG	\$95.00
	1461400_3.11.24	4/4/2024	SUNDQUIST PRE EMP EXAM		
640198	TECHNOLOGY MANAGEMENT REV. FUND		01102005319	RENTALS & LEASE	\$259.00
	T2418714	4/4/2024	SHERIFF		
Subtotal for Department: 02 :					\$354.00
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	03	OFFICE EQUIPMENT MAINTENANC		
640560	DE LAGE LANDEN FINANCIAL SERVICES	01103005025	OFFICE EQUIPMENT MAINTENAN	\$462.83
	82247556	4/4/2024	CO CLERK	
4192	STERLING BUSINESS EQUIP. CENT.	01103005025	OFFICE EQUIPMENT MAINTENAN	\$161.45
	INV605491	4/4/2024	CIRCUIT CLERK	
Subtotal for Department: 03 :				\$624.28
Total for Fund: 011 :				\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	05	SUPERVISOR OF ASSESSMENTS		
640586	PITNEY BOWES GLOBAL FINANCIAL SERV	01105005323	PRINTING SUPPLIES & OTHERS	\$169.29
	3106569157	4/4/2024	ASSESSOR	
3540	QUILL CORPORATION	01105005323	PRINTING SUPPLIES & OTHERS	\$158.74
	37805593	4/4/2024	ASSESSOR / ZONING	
Subtotal for Department: 05 :				\$328.03
Total for Fund: 011 :				\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	12	COUNTY TREASURER		
1092	COMPUTER INFORMATION CONCEPTS	01112005323	PRINTING & SUPPLIES	\$456.95
	PSI37910	4/4/2024	TREASURER	
1335	DEVNET INC	01112005323	PRINTING & SUPPLIES	\$225.00
	0711.12940	4/4/2024	TREASURER	
640586	PITNEY BOWES GLOBAL FINANCIAL SERV	01112005323	PRINTING & SUPPLIES	\$182.58
	1024880974	4/4/2024	TREASURER	
3540	QUILL CORPORATION	01112005323	PRINTING & SUPPLIES	\$184.95
	37415076	4/4/2024	TREASURER	
			Subtotal for Department: 12 :	\$1,049.48
			Total for Fund: 011 :	\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	17	ZONING			
3540	QUILL CORPORATION		01117005323	PRINTING & SUPPLIES	\$38.58
	37805593	4/4/2024	ASSESSOR / ZONING		
Subtotal for Department: 17 :					\$38.58
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	19	DOG CATCHER			
2040	CARROLL COUNTY HIGHWAY DEPT.		01119006039	AUTO TELEPHONE & SUPPLIES	\$129.09
	CLAIM 4.4.24	4/4/2024	ACO / GAS		
2040	CARROLL COUNTY HIGHWAY DEPT.		01119007055	CELL PHONE	\$80.22
	CLAIM 4.4.24	4/4/2024	ACO / CELL PHONE		
Subtotal for Department: 19 :					\$209.31
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
<div> <div>Fund:</div> <div>011</div> <div>GENERAL FUND</div> </div>					
<div> <div>Dept:</div> <div>20</div> <div>COUNTY SHERRIFF</div> </div>					
640044	CGH MEDICAL CENTER		01120006085	PRISONER MEDICAL	\$50.00
	22880011-PX_3.14.24	4/4/2024	ONSITE INMATE		
640044	CGH MEDICAL CENTER		01120006085	PRISONER MEDICAL	\$50.00
	22880009-PX_3.14.24	4/4/2024	ONSITE INMATE		
2614	LEAF		01120005323	OFFICE SUPPLIES	\$214.79
	16231948	4/4/2024	SHERIFF		
640552	NORTHWEST IL CRIMINAL JUSTICE COMMISSION		01120005010	DUES	\$1,598.08
	3.29.24	4/4/2024	SHERIFF		
640103	NORTHWEST ILLINOIS CRITICAL INCIDENT		01120005010	DUES	\$1,000.00
	03192024	4/4/2024	SHERIFF		
3540	QUILL CORPORATION		01120005323	OFFICE SUPPLIES	\$29.69
	37570083	4/4/2024	SHERIFF		
3540	QUILL CORPORATION		01120005323	OFFICE SUPPLIES	\$39.18
	37573925	4/4/2024	SHERIFF		
3540	QUILL CORPORATION		01120005323	OFFICE SUPPLIES	\$153.74
	37576391	4/4/2024	SHERIFF		
3250	RAY O'HERRON COMPANY		01120006044	SQUAD CAR MAINTENANCE	\$878.28
	3188827	4/4/2024	SHERIFF		
4510	UNIFORM DEN, INC.		01120006046	UNIFORMS	\$84.20
	115327-02	4/4/2024	SHERIFF		
4510	UNIFORM DEN, INC.		01120006046	UNIFORMS	\$955.97
	115357-01	4/4/2024	SHERIFF		
4510	UNIFORM DEN, INC.		01120006046	UNIFORMS	\$370.00
	115452	4/4/2024	SHERIFF		

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account	Account Description	Invoice Amt
			Invoice Description		
Subtotal for Department: 20 :					\$5,423.93
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	22	EMERGENCY SERVICES			
640659	AT&T MOBILITY		01122007055	CELL PHONE	\$72.48
287314771337X03032024		4/4/2024	EMA		
Subtotal for Department: 22 :					\$72.48
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	24	PUBLIC DEFENDER			
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2021JA2_3.20.24	4/4/2024	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2024JA4 2024JA5_3.20.24	4/4/2024	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2024JA4-5_3.20.24	4/4/2024	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2021JA6,2022JA1_3.20.24	4/4/2024	ATTY FEES		
Subtotal for Department: 24 :					\$300.00
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	26	STATES ATTORNEY			
640842	MELISSA LYONS		01126007068	INVESTIGATION EXPENSE	\$830.46
	3.27.24	4/4/2024	REIMBURSEMENT FOR WITNESS		
Subtotal for Department: 26 :					\$830.46
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	27	CIRCUIT CLERK				
3540	QUILL CORPORATION			01127005323	PRINTING & SUPPLIES	\$132.31
	37735981	4/4/2024	CIRCUIT CLERK			
640841	REPUBLIC SERVICES OF FORRESTON			01127005323	PRINTING & SUPPLIES	\$1,060.00
	032724	4/4/2024	CIRCUIT CLERK - SHREDDING			
					Subtotal for Department: 27 :	\$1,192.31
					Total for Fund: 011 :	\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	29	COUNTY EDUCATION SVCS REGIO				
690	REGIONAL OFFICE OF EDUCATION			01129007102	SHARED COSTS - JO DAVIES & S	\$1,373.71
	GENERAL FUND_FEB24		4/4/2024	GENEARL FUND		
691	REGIONAL OFFICE OF EDUCATION # 8			01129007103	SHARED RENT - JO DAVIES & ST	\$481.17
	OFFICE RENT FEB 2024		4/4/2024	OFFICE RENT		
					Subtotal for Department: 29 :	\$1,854.88
					Total for Fund: 011 :	\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	31	FINANCIAL SOFTWARE			
1091	COMPUTER DYNAMICS		01131005525	BACKUP SUPPORT	\$459.00
	393307	4/4/2024	TREASURER		
1091	COMPUTER DYNAMICS		01131005431	FINANCIAL SOFTWARE SUPPOR	\$55.00
	393307	4/4/2024	TREASURER		
Subtotal for Department: 31 :					\$514.00
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	35	HIGHWAY OFFICE UPKEEP			
2182	ifiber		01135005460	iFIBER LEASE	\$340.00
F-2402037		4/4/2024	APRIL-JUNE QUARTERLY FIBER CONNECTION FEE		
Subtotal for Department: 35 :					\$340.00
Total for Fund: 011 :					\$17,194.45

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account	Account Description	Invoice Amt
			Invoice Description		
Fund:	014		COUNTY HIGHWAY FUND		
Dept:	00		NonDepartmental		
640634	1st AYD CORPORATION		01400005104	MATERIALS, STORES & SUPPLIE	\$128.32
	CLAIM 4363-C	4/4/2024	SHOP SUPPLIES		
640650	BARAKS TRUCK REPAIR, INC		01400005104	MATERIALS, STORES & SUPPLIE	\$124.77
	CLAIM 4363-C	4/4/2024	FINANCE CHARGE		
4260	COUNTY ENGINEER		01400005109	ADMINISTRATIVE	\$72.53
	CLAIM 4363-C	4/4/2024	PETTY CASH		
2140	IL ASSOCIATION OF COUNTY		01400005106	ENGINEERING FEES	\$200.00
	CLAIM 4363-C	4/4/2024	IACE SPRING CONFERENCE REGISTRATION		
2459	KIMBALL MIDWEST		01400005104	MATERIALS, STORES & SUPPLIE	\$212.07
	CLAIM 4363-C	4/4/2024	SHOP SUPPLIES		
3220	NORTHERN ILLINOIS DIESEL		01400005103	HIGHWAY EQUIPMENT MAINTEN	\$44.28
	CLAIM 4363-C	4/4/2024	FUEL FITTING		
640762	REPUBLIC SERVICES		01400005105	GARAGE OPERATION & MAINTEN	\$2.16
	CLAIM 4363-C	4/4/2024	GARBAGE		
4577	U.S. CELLULAR		01400005112	REIMBURSEMENTS	\$80.22
	CLAIM 4363-C	4/4/2024	ACO CELL PHONE		
4577	U.S. CELLULAR		01400005109	ADMINISTRATIVE	\$91.84
	CLAIM 4363-C	4/4/2024	CO ENG CELL PHONE		
4791	WENDLING QUARRIES, INC.		01400005101	MAINTENANCE OF COUNTY HIG	\$390.72
	CLAIM 4363-C	4/4/2024	CA-10		
Subtotal for Department: 00 :					\$1,346.91
Total for Fund: 014 :					\$1,346.91

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	015	TOWNSHIP MOTOR FUEL TAX		
Dept:	00	NonDepartmental		
640450	MANATT'S INC	01500005158	REBUILD ILLINOIS	\$997.65
	7833-MT	4/4/2024	PATCH MIX	
3806	SAVANNA QUARRY	01500005120	MAINT/CONSTRUCTION - ROADS	\$12,065.91
	7835-MT	4/4/2024	CA6/CA10	
4791	WENDLING QUARRIES, INC.	01500005120	MAINT/CONSTRUCTION - ROADS	\$12,839.00
	7834-MT	4/4/2024	CA-10	
4780	WOODLAND TOWNSHIP	01500005120	MAINT/CONSTRUCTION - ROADS	\$11,322.44
	7836-MT	4/4/2024	EQUIPMENT RENTAL	
Subtotal for Department: 00 :				\$37,225.00
Total for Fund: 015 :				\$37,225.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	019	FICA OR SOCIAL SECURIT			
Dept:	00	NonDepartmental			
690	REGIONAL OFFICE OF EDUCATION		01900005131	SUPERINTENDENT SHARE TRUS	\$90.06
	SS LEVY FEB 2024		4/4/2024	SOCIAL SECURITY LEVY	
Subtotal for Department: 00 :					\$90.06
Total for Fund: 019 :					\$90.06

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	020	IMRF FUND			
Dept:	00	NonDepartmental			
690	REGIONAL OFFICE OF EDUCATION		02000005129	SUPERINTENDENT SHARE TRUS	\$102.35
	IMRF FEB 2024		4/4/2024	IMRF LEVY	
				Subtotal for Department: 00 :	\$102.35
				Total for Fund: 020 :	\$102.35

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	023	COUNTY RECORDER FEES			
Dept:	00	NonDepartmental			
1660	FIDLAR TECHNOLOGIES		02300005445	BASTION SYSTEM CLOUD BACK-	\$2,650.00
	0898933-IN	4/4/2024	BASTION - AVID HOSTING APRIL-JUNE 2024		
1660	FIDLAR TECHNOLOGIES		02300005181	ONLINE EXPENSES	\$922.00
	0235968-IN	4/4/2024	LAREDO FEBRUARY 2024		
Subtotal for Department: 00 :					\$3,572.00
Total for Fund: 023 :					\$3,572.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	041	COUNTY 911 ETSB FUND		
Dept:	00	NonDepartmental		
640823	BENTLEY PAINTING	04100005192	EQUIPMENT & REPAIRS	\$1,650.00
	MARCH 2024	4/4/2024	3RD FLOOR	
41044	QUILL CORPORATION	04100005323	PRINTING, SUPPLIES & POSTAG	\$569.98
	37669396	4/4/2024	SHERIFF/911	
Subtotal for Department: 00 :				\$2,219.98
Total for Fund: 041 :				\$2,219.98

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt	
Invoice		Inv Date	Invoice Description		
Fund:	054	COUNTY HEALTH FUND			
Dept:	00	NonDepartmental			
640802	CHRISTOPHER PLATH		05400005012	TRAVEL	\$280.73
	4.4.24	4/4/2024	HEALTH DEPT / REIMBURSEMENT		
640546	MCKESSON MEDICAL-SURGICAL		05400005396	MEDICAL SUPPLIES & COMMODI	\$129.07
	21835475	4/4/2024	HEALTH DEPT		
640770	STEPHANIE S. HUGHES		05400005437	PART-TIME JANITOR	\$325.00
	MARCH 2024	4/4/2024	HEALTH DEPT		
Subtotal for Department: 00 :					\$734.80
Total for Fund: 054 :					\$734.80

Vendor	Account	Account Description	Invoice Amt
Invoice	Inv Date	Invoice Description	

Fund Totals		
Fund	Fund Name	Fund Total
011	GENERAL FUND	\$17,194.45
014	COUNTY HIGHWAY FUND	\$1,346.91
015	TOWNSHIP MOTOR FUEL	\$37,225.00
019	FICA OR SOCIAL SECURIT	\$90.06
020	IMRF FUND	\$102.35
023	COUNTY RECORDER FEES	\$3,572.00
041	COUNTY 911 ETSB FUND	\$2,219.98
054	COUNTY HEALTH FUND	\$734.80
Total:		\$62,485.55

March 28, 2024

HIGHWAY DEPARTMENT MONTHLY REPORT
April 4th, 2024

STONEFIELD DRIVE PERMANENT EASEMENT FOR CHERRY GROVE-SHANNON ROAD DISTRICT

1. **Agenda Item:** Resolution to allow for the Cherry Grove- Shannon Township to obtain permanent easement of Stonefield Drive

Cherry Grove-Shannon Township has been maintaining Stonefield Drive for many years prior to today. Due to a sale of the property, it was brought to our attention that there was no permanent easement documentation, that we could find, on file for the township. Both the landowner and the township would like to continue having the township care for this roadway and would like to update all paperwork to reflect this. The Department recommends approval.

IDEAL ROAD CULVERT AND ROAD PROJECT SECTION 20-00102-00-PV RESOLUTION OF IMPROVEMENT UNDER THE ILLINOIS HIGHWAY CODE

2. **Agenda Item:** Resolution for Improvement Under the Illinois Highway Code allocating County Matching Funds for the Ideal Road project from Dutchtown Road to Morrison Route in the amount of \$804,000.00

This is required documentation by the Illinois Department of Transportation. This resolution allows the county to spend the Rebuild Illinois (Covid) funds that the county has been saving up for this project. These funds have to be utilized within this year, and have been budgeted. The Department recommends approval.

IDEAL ROAD CULVERT AND ROAD PROJECT SECTION 20-00102-00-PV RESOLUTION OF MATCHING FUNDS

3. **Agenda Item:** Resolution to allocate budgeted Matching Funds to the Ideal Road project in the amount of \$5,385,000.00

This resolution allows the County Highway Department to utilize budgeted County Matching funds for the Ideal Road project. Within the resolution you can see that \$4,955,938.95 are reimbursable from federal and state funds. I have included the cost breakdown also, that is being reviewed by IDOT at this time with some of my notes. This breakdown and full BLR 05310C document will be presented to the board for approval after IDOT's review. If changes need to be made to the county matching fund allocation, another resolution will also be presented. The Department recommends approval.

IDEAL ROAD CULVERT AND ROAD PROJECT SECTION 20-00102-00-PV CONSTRUCTION ENGINEERING AGREEMENT WITH HUTCHINSON

4. **Agenda Item:** Contract agreement with Hutchison Engineering to oversee the construction of Ideal Road from Dutchtown Road to Morrison Route for the amount of \$500,296.00.

Hutchison Engineering is based out of Peoria Illinois but has been working in the Quad Cities for some time and has started to supervise projects in Northern Illinois for Illinois Department of Transportation.

This contract is a Cost plus Fixed Fee, see page 3 of the agreement for an explanation. Page 7 provides a summarized version of the tasks they will be providing and Page 8 states the construction working days allotted for the project, 140.

Hutchison completed our Quality Based Selection process with impressive knowledge of the different elements that will be installed throughout the project, especially full depth reclamation which is a key design element.

The Highway Department will utilize Federal, MFT/Covid, and County Matching funds to pay for this contract. The Department recommends approval.

GARAGE DOOR FOR MAINTENANCE GARAGE

5. **Agenda Item:** Approval to utilize excess ARPA funds allocated for the salt shed replacement to new garage doors in the maintenance shop and one garage door on the north side of the shed behind the garage.

Attached is the estimate from American Eagle Overhead Doors in Morrison to replace the four garage doors at the maintenance shop and place an overhead garage door in the shed behind the shop utilizing prevailing wage pay. This estimate does still need to be updated. As of now it does not include the openers, which are needed and I'm estimating another \$1000 per door. Also, the estimate has a new door install for the shed behind the shop. I would like to instead utilize the best of the doors that are being replaced in the maintenance shop and install that door in the shed. There is already electricity to this shed.

The department is asking for permission to utilize ARPA funds leftover from the Salt Shed to supplement the cost of this improvement. As of today, there is still \$36,482.58 left in this allotment and I would like to utilize another estimated \$4,000 toward more gravel around the salt shed. After that, \$32,482.58 will be left. If this allocation change is allowed, I will proceed with getting an updated estimate from American Eagle and try to obtain 2 more estimates from other companies in the area.

WYSOX ROAD DISTRICT BRIDGE PETITION FOR AID- SECTION 144 WAGNER ROAD

6. **Agenda Item:** Petition for Bridge Aid from Wysox Road District Section 144 Wagner Road and allocation of County Bridge Aid funds in the amount of \$4,860.00

Wysox Road District has petitioned the County for Bridge Aid for the replacement of a corrugated elliptical metal pipe with the installation of 42" by 44' concrete pipe and associated roadwork. The total cost of \$9,720.00 would be divided equally between the County and the Road District, with the county share coming from the County Bridge Fund, \$4,860.00. The Department recommends approval.

WYSOX ROAD DISTRICT BRIDGE PETITION FOR AID- SECTION 24980 DUTCHTOWN ROAD

7. **Agenda Item:** Petition for Bridge Aid from Wysox Road District Section 24980 Dutchtown Road and allocation of County Bridge Aid funds in the amount of \$3,240.00

Wysox Road District has petitioned the County for Bridge Aid for the replacement of a corrugated metal pipe with the installation of 30" by 48' concrete pipe and associated roadwork. The total cost of \$6,480.00 would be divided equally between the County and the Road District, with the county share coming from the County Bridge Fund, \$3,240.00. The Department recommends approval.

WYSOX ROAD DISTRICT BRIDGE PETITION FOR AID- SECTION 26917 DUTCHTOWN ROAD

8. **Agenda Item:** Petition for Bridge Aid from Wysox Road District Section 26917 Dutchtown Road and allocation of County Bridge Aid funds in the amount of \$4,860.00

Wysox Road District has petitioned the County for Bridge Aid for the replacement of a corrugated metal pipe with the installation of 42" by 56' concrete pipe and associated roadwork. The total cost of \$9,720.00 would be divided equally between the County and the Road District, with the county share coming from the County Bridge Fund, \$4,860.00. The Department recommends approval.

WYSOX ROAD DISTRICT BRIDGE PETITION FOR AID- SECTION 26396 DUTCHTOWN ROAD

9. **Agenda Item:** Petition for Bridge Aid from Wysox Road District Section 26396 Dutchtown Road and allocation of County Bridge Aid funds in the amount of \$7,290.00

Wysox Road District has petitioned the County for Bridge Aid for the replacement of a corrugated metal pipe with the installation of (2) 36" by 56' concrete pipe and associated roadwork. The total cost of \$14,580.00 would be divided equally between the County and the Road District, with the county share coming from the County Bridge Fund, \$7,290.00. The Department recommends approval.

MFT LETTING UPDATE

April 5th is when all bid documents are required to be returned to the County Highway Office. I will bring the results of this letting to the board at the next board meeting for review and approval.

SAFE STREETS FOR ALL GRANT WEBSITES

Virtual Map: <https://kaskaskiaeng.com/nwil-sap-interactive-safety-map/>

[NWIL SAP Interactive Safety Map | Kaskaskia Engineering](https://kaskaskiaeng.com/nwil-sap-interactive-safety-map/)

Project Website: <https://kaskaskiaeng.com/northwest-illinois-safety-action-plan/>

[Northwest Illinois Safety Action Plan | Kaskaskia Engineering](https://kaskaskiaeng.com/northwest-illinois-safety-action-plan/)

Hello NWILED Members and Strategic Partners –

I hope you have enjoyed these first few days of spring. This time of the year NWILED transitions into our spring/summer programing, which includes our entrepreneurial scholarship, lunch & learn events, and rounds of site visits.

Below is your monthly update on recent happenings at the organization.

1. Attended by special invite an IL DCEO Northwest Region Planning Event in Moline specific to updating the State of Illinois five-year economic development plan. There were about 25 regional economic development practitioners assembled, and we agreed that the most pressing issue facing our region was the lack of workforce housing.
2. Issued a press release for our 2024 Annual Meeting. (release attached)
3. Shared out the Illinois Extension 2022 tourism study highlighting Savanna. I encourage you to look at it and share/reshare it with your hospitality facing stakeholders. (study attached)
4. Submitted the Jo-Carroll LRA for 'Project Transfer.' Intersect Illinois reported on 3/22/2024 that a transload company is looking to lease 10–15-acre, rail served sites in Illinois. They are seeking sites in Northern IL and near the St Louis Metro areas but are also interested in considering sites throughout the state. The sites will need to serve 600-700 rail cars annually. Sites with river access would be a plus. Existing spurs are not necessarily required, but rail served is. Fire suppression will be needed. Heavy industrial zoning. Jobs: Approximately 4. CAPX: \$1 - \$2.5M. Geography: Illinois rail served sites. Chicagoland and East St. Louis areas are top priorities, but all rail served sites of interest. Site Requirements Site: 10-15 acres, Rail Served, Zoned for Heavy Industry, 0 .25+ miles from nearest houses/schools/sensitive areas. Fire suppression nearby. Property for lease.
 - a. Refreshed the Intersect Illinois/DCEO RFP List. (RFP doc attached)
5. Updated NWILED's online [site map](#) for commercial and industrial properties that are for sale in Carroll and Jo Daviess counties.
6. Mailed the Workforce Housing card to 167 prime contractors/builders. This action concludes the workforce housing initiative NWILED began in 2019. NWILED will remain engaged with the issue, but there are no future actions or deliverables expected of us. (card attached)
7. We had 9 applicants for the annual [John D. Cooke, III Memorial Entrepreneurial Scholarship](#). Like in 2023, there will be one \$2,000 first place award and two \$1,500 runners up awards. The review committee will announce the 2024 winners at our April 10th board meeting.
8. Reissued a letter of support to [SOO Green](#) for a clean energy transmission route that would run through our service area. SOO Green requested a letter last May, but that application wasn't successful. This current letter targets a second round of funding. (updated letter attached)

9. IL Dept of Commerce and Economic Opportunity is planning a series of site visits in April with businesses in Carroll and Jo Daviess counties that are looking to expand in the next 24-36 months and asked me to schedule their visits. More on this soon.
10. Hosted our Genz Lunch and Learn in Savanna. Members of NWILED's Executive Committee assisted me in presenting a program overview to small group of area stakeholders.
11. Hosted Build It Grow It sessions in Galena and Savanna. This month's topic was marketing plans. We are up to 44 registered participants between the two locations.
12. Took in the Labor Force & Employment by Industry Update reports for Carroll and Jo Daviess counties from the Illinois Department of Employment Security.
 - a. Carroll County's Unemployment Rate was 5.8% in January 2024, which is up from 4.4% in December 2023.
 - b. Jo Daviess County's Unemployment Rate was 6.2% for January 2024, which is up from 4.2% in December 2023.
13. Mailed a large 461-count mailer containing one-pager handouts from the following partners: IL Bank and Trust, JCE Co-op, and IL Dept of Commerce and Economic Opportunity. Also included was NWILED's Business Financing Programs Guide for 2024, and the Feb 8th press release that announced our entrepreneurial scholarship.
14. NWILED Diverse Businesses Initiative update:
 - a. Uploaded the Spanish-language version of the 2023 Annual Report to the [website](#).
 - b. Mailed the Spanish-language version of the NWILED Business Financing Programs Guide for 2024 to 15 regional businesses.
 - c. Took out a sponsorship for the 2024 Galena Pride Picnic.
15. Shared a help wanted ad for Village of Stockton and JCE Co-op.

What's on the horizon for April?

1. Touring the Davis Community Center in Mount Carroll to see if the location would be a good fit for NWILED's Carroll County satellite office.
2. Apprenticeship Lunch and Learn w/ BEST Inc on April 24th. (flyer attached)
3. IL Dept. of Commerce and Economic Opportunity site visits (6).



**UNITED COUNTIES
COUNCIL OF ILLINOIS**

AGENDA UCCI MEMBERSHIP MEETING

**Wednesday, April 10, 2024
1:00 P.M.**

**Abraham Lincoln Presidential Library
Multi-Purpose Room (2nd Floor)
212/112 North 6th Street, Springfield**

Pledge of Allegiance

1. Approval of Minutes (February 26, 2024)
2. Treasurer's Report
3. Review of Activities for April 10-11, 2024
4. Old Business
 - 2024 UCCI/University of Illinois Leadership Academy
5. New Business
6. Adjournment

NEXT MEETING

May 20, 2024 (Monday)

9:30 A.M.

President Abraham Lincoln Hotel
701 East Adams – Springfield



**UNITED COUNTIES
COUNCIL OF ILLINOIS**

TO: UCCI Members
FROM: Joseph Payette, Secretary
SUBJECT: Membership Meeting
Monday, February 26, 2024
9:30 A.M. – President Abraham Lincoln Hotel
Springfield

This will summarize the decisions and actions of the above meeting attended by the following:

BOND	Bernard Myers
BUREAU	Sharon Schallhorn
CALHOUN	Deann Koster-Fester
CARROLL	Joseph Payette
CASS	Eric Snellgrove
CHRISTIAN	Bryan Sharp
CLINTON	Brad Knolhoff, Mike Hilmes
CUMBERLAND	Jonathan Kaye
EDWARDS	Mary Beth Smith
EFFINGHAM	Norbert Soltwedel
HENRY	Kippy Breeden, Marshall Jones, Dale Stiles
IROQUOIS	Ray Williams
JACKSON	Andrew Erbes
KENDALL	Matthew Prochaska
KNOX	Greg Bacon
LEE	Tom Kitson, Keane Hudson
LIVINGSTON	Alina Hartley
LOGAN	Mike DeRoss
MADISON	Dave Tanzyus
MARION	Debbie Smith, Lori Linder
MARSHALL	Henry Gauwitz
MASON	Eldon Garlisch
MENARD	Dara Worthington
OGLE	Bruce Larson
PIATT	Todd Henricks
PIKE	Donald Foster
RICHLAND	Cynthia Given
SALINE	Chuck DePriest
SCHUYLER	Alison Armstrong
STARK	J. Thomas Howes
ST. CLAIR	Mark Kern
STEPHENSON	Samuel Newton
TAZEWELL	David Zimmerman
WASHINGTON	David Meyer, Gary Suedmeyer, Dennis Shemonic, Larry Unverfehrt

WHITESIDE	Martin Koster
WILL	Julie Berkowicz, Destinee Ortiz
WILLIAMSON	Tim Atkisson, Jim Marlo
WOODFORD	John Krug

Pledge of Allegiance.

The meeting was called to order by UCCI President David Meyer.

AGENDA ITEM #1 – Welcome/Introductions

Noting weather conditions being quite different than when January meeting was cancelled at the last minute, President Meyer welcomed all to the first membership meeting of 2024. With the addition of six new member counties, and a number of new members in attendance, President Meyer asked for individual introductions to be made; and, followed up with introduction of Executive Committee members, legal counsel and office staff.

AGENDA ITEM #2 – Approval of Minutes (November 13, 2023)

Motion by Richland County
 Seconded by Lee County
 Voice Vote - Motion PASSED.

AGENDA ITEM #3 – Treasurer’s Report (October 2023-January 2024)

Motion by Washington County
 Seconded by Henry County
 Voice Vote - Motion PASSED.

AGENDA ITEM #4 – President/Executive Director’s Remarks

Executive Director McCreery’s remarks included the recognition of six new UCCI member counties (Clark, Greene, Mercer, Peoria, Scott and Will), a welcome to first-time attendees, and a brief overview of the three annual conferences hosted by UCCI ... Legislative Conference held in the spring of the year; Annual Conference held in the summer at Eagle Ridge Resort in Galena; and, the Fall Conference in late October held at the Abraham Lincoln Presidential Library & Museum in Springfield.

2024 Legislative Conference Update ... Mr. McCreery provided a brief overview of the upcoming April 10-11 Legislative Conference which for the first time welcomes the Illinois State Association of Counties (ISACO) as UCCI’s co-host ... Day 1, Legislative Briefing, Membership Meeting and evening Reception for members of the Illinois General Assembly; Day 2, Education Seminar (half-day) ... and encouraged those interested in attending to get your registrations in early.

2024 Leadership Academy Program ... Mr. McCreery also announced that applications were now being accepted for the 2024 UCCI/University of Illinois Leadership Academy program. This year’s two-sessions, retreat-style program will again be held at the I-Hotel & Conference Center located on the University of Illinois Champaign campus. The dates for the program are: Session 1/May 30-31 & June 1; Session 2/June 27-28-29 (Thursday afternoon session; Friday all day session; and, Saturday morning session). Graduates of the program will be recognized during the Fall Conference in October. There is no cost to participate. However, you must apply to participate and participation is limited to 30 applicants.

AGENDA ITEM #5 – Presentation by Ms. Colleen Smith, Director of Government Affairs, Invenergy ... ‘*State of Renewable Energy in Illinois*’

Ms. Smith’s introduction by Mr. McCreery included a brief overview of her background/experience. Ms. Smith elaborated on her personal background/career in the renewable energy industry before providing an introduction/detailed overview of Chicago-based Invenergy, the leading privately held developer, owner and operator of sustainable energy solutions globally. Ms. Smith’s discussion and PowerPoint presentation was informative/detailed and included, but was not limited to, Invenergy clean energy experience/proven track record-wind, solar, storage, offshore wind, transmission, clean hydrogen, clean water, and natural gas; global track record/deep development pipeline; review/discussion of 20 Illinois projects-12 wind, 3 solar, 3 storage, and 2 natural gas; Grain Belt Express/largest energy infrastructure project in Illinois; Invenergy approach to vegetation management; wind vs solar project challenges/misinformation/property values/standardization of taxation; tax revenues/benefits for Illinois communities; and, 2023 Illinois legislation/HB4412 (PA102-1123).

Question/Answer session held. Handout material provided.

Resources/references mentioned by Ms. Smith will be provided for distribution to membership.

AGENDA ITEM #6 - Legislative Report/Presentation ... ‘*Just a bill ... a crash course in legislative process for county officials*’

Legal Counsel ... Mr. Brokaw provided a detailed overview of Illinois’ legislative process, including, but not limited to, structure of the Illinois General Assembly/composition and responsibilities of both chambers; legislative sessions/calendars/key dates and deadlines; process for drafting of proposed legislation; explanation of committee system/role in reviewing and amending proposed legislation; committee hearing process/citizen participation/importance of lobbying and advocacy; how bills move to the floor for debate/voting and voting procedures; and, the Governor’s role/options in the legislative process.

Executive Director ... Mr. McCreery reported on high-level legislation of interest/impacting counties, including, but not limited to, HB4292 (FOIA/Judiciary inclusion); HB4412/PA102-1123 (wind/solar) Amendments ... anticipates no movement/legislative atmosphere such that a wait-and-see attitude prevails before amending law; and, CO2 pipeline ... legislation killed/ICC applications withdrawn. Mr. McCreery announced continued monitoring/involvement related to LGDF/Illinois Municipal League (IML) 10% increase request, as well as gaining traction for passage of legislation dealing with holding of meetings remotely. Brief overview of Governor’s Budget Address provided. Mr. McCreery, in closing, predicted not much action would be taken on pending legislation until after the Primary Election in March.

Question/Answer session held.

AGENDA ITEM #7 – County Issues

Madison ... HB2099 (food truck) status/assigned to Consumer Protection Committee

Ogle ... FMLA/IDES

Will ... Parental rights bill/impact on County Health Departments

Marion ... Passage of tax levy/denial of grant (0%)

AGENDA ITEM #8 – Old Business

➤ **2024 Statewide Salary & Fringe Benefits Survey** ... Mr. McCreery announced that distribution of the annual survey document to member counties was on target for the first week of March.

AGENDA ITEM #9 – New Business

➤ **ICRMT Presentation** ... Introduction of Jeff Weber and Kyle Shell, Illinois Counties Risk Management (ICRMT)/Insurance Program Managers Group (IMPG). Mr. Weber, announcing 2024 as ICRMT's 41st year in business, expressed his appreciation to UCCI for the confidence placed in the entire ICRMT team over the years, which has allowed the program to grow to the point of currently insuring 481 public entities. Mr. Weber outlined the coverages and programs offered by ICRMT and encouraged anyone interested in discussing the insurance needs of their county to contact the ICRMT office. Following a review of the background/relationship between UCCI and ICRMT, which included the fact that an annual royalty was paid by ICRMT to UCCI, Mr. Weber presented to President Meyer this year's royalty check for upwards of \$1.7 million.

President Meyer thanked Mr. Weber and his team for their continuing efforts in keeping the UCCI sponsored insurance programs successful and reminded membership that the royalty received from ICRMT is the source of funds that allows UCCI to do what it does ... education programs, training seminars, dues refunds, all programs/events at no cost to members.

AGENDA ITEM #10 – Adjournment

Motion by Clinton County

Seconded by Marshall

Voice Vote - Motion PASSED.

NEXT MEETING

Wednesday, April 10, 2024

1:00 P.M.

Abraham Lincoln Presidential Library

212/112 North 6th Street, Springfield

State of Illinois
Before the County Board of CARROLL COUNTY
RESOLUTION NO. _____

A resolution to allow Cherry Grove- Shannon Township to accept land rights to Stonefield Drive,
Whereas, the Cherry Grove- Shannon Township can accept the jurisdiction of Stonefield Drive
from the intersection Payne Road, thence southerly to Cul De Sac described in attached easement
documentation.

Whereas, the County Engineer has provided a permanent easement deed of Stonefield Drive, in the
attached Exhibit A,

Whereas IV Enterprises INC. and Cherry Grove- Shannon Township have provided plats of the
parcel as Exhibit B,

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY BOARD OF CARROLL
COUNTY:

The County Board of Carroll County hereby allows Cherry Grove- Shannon Township to
accept land rights to Stonefield Drive included in Attachment A as shown in Attachment B,
authorizes the Cherry Grove- Shannon Township to execute the Permanent Easement Deed and then
to be effective on the date of the execution of the Permanent Easement Deed.

PASSED, ADOPTED AND APPROVED this _____ day of _____, 20 ____.

_____Ayes

_____Nays

_____Absent

_____Abstain

Joseph Payette, Carroll County Board Chairperson

ATTEST: Amy R. Buss, Carroll County Clerk

I, Amy R. Buss, County Clerk in and for said County of Carroll, State of Illinois, and keeper of the records thereof, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board Members of Carroll County at its regular meeting held in Mount Carroll, Illinois on _____, 20____.

In Testimony Whereof, I have hereunto set my hand and affixed the seal of said County at my office in Mount Carroll, Illinois, this _____ day of _____, 20____.

(SEAL)

COUNTY CLERK OF CARROLL COUNTY

Owner IV Enterprises Inc.
Address 106 Moorings Park Drive, C304
Naples Florida 34105
Route Stonefield Drive
County Carroll
Township Cherry Grove- Shannon
Job No. 2230007
P.I.N. No. 01-05-17-100-006

PERMANENT EASEMENT
(Corporation)

IV Enterprises Inc., a corporation organized and existing under and by virtue of the laws of the State of Illinois and duly authorized to do business under the Statutes of the State of Illinois, (Grantor), for and in consideration of One Dollars (\$1.00), receipt of which is hereby acknowledged, and pursuant to the authority given by the Board of Directors of said corporation, represents that Grantor owns the fee simple title to and grants and conveys to the People of Cherry Grove- Shannon Township within the State of Illinois, Department of Highway, (Grantee), a permanent easement for the purpose of roadway maintenance and for other highway purposes, on, over and through the following described real estate:

Beginning at the northeast corner of the Northwest Quarter (NW1/4) of said Section Seventeen (17); thence South 89 degrees 51 minutes 46 seconds West, along the north line of said Northwest Quarter (NW1/4), a distance of 96.00 feet; thence South 23 degrees 48 minutes 22 seconds West, a distance of 36.11 feet to the Point of Beginning; thence North 89 degrees 51 minutes 46 seconds East, a distance of 44.98 feet; thence South 0 degrees 42 minutes 41 seconds East, a distance of 182.24 feet; thence southwesterly along the arc of a curve to the right having a radius of 1,469.00 feet, a chord bearing of South 1 degree 22 minutes 31 seconds West, an arc distance of 107.01 feet; thence South 3 degrees 27 minutes 44 seconds West, a distance of 28.08 feet; thence southwesterly along the arc of a curve to the left having a radius of 1,531.00 feet, a chord bearing of South 1 degree 22 minutes 31 seconds West, an arc distance of 111.53 feet; thence South 0 degrees 42 minutes 41 seconds East, a distance of 1.53 feet; thence southwesterly along the arc of a curve to the right having a radius of 169.00 feet, a chord bearing of South 19 degrees 11 minutes 21 seconds West, an arc distance of 117.40 feet; thence South 39 degrees 05 minutes 24 seconds West, a distance of 27.99 feet; thence North 73 degrees 40 minutes 24 seconds West, a distance of 2.17 feet; thence South 39 degrees 05 minutes 24 seconds West, a distance of 105.34 feet; thence southwesterly along the arc of a curve to the left having a radius of 233.00 feet, a chord bearing of South 19 degrees 09 minutes 49 seconds West, an arc distance of 162.07 feet; thence South 0 degrees 45 minutes 45 seconds East, a distance of 65.49 feet; thence southeasterly along the arc of a curve to the left having a radius of 183.00 feet, a chord bearing of South 45 degrees 43 minutes 35 seconds West, an arc distance of 287.23 feet; thence North 89 degrees 59 minutes 54 seconds East, a distance of 6.30 feet; thence northeasterly along the arc of a curve to the left having a radius of 66.81 feet, a chord bearing of North 47 degrees 33 minutes 28 seconds East, an arc distance of 98.97 feet; thence North 0

degrees 42 minutes 41 seconds West, a distance of 5.97 feet; thence northwesterly along the arc of a curve to the left having a radius of 66.00 feet, a chord bearing of North 70 degrees 57 minutes 47 seconds West, an arc distance of 161.85 feet; thence southwesterly along the arc of a curve to the right having a radius of 30.00 feet, a chord bearing of South 88 degrees 59 minutes 26 seconds West, an arc distance of 52.57 feet; thence northwesterly along the arc of a curve to the right having a radius of 117.00 feet, a chord bearing of North 20 degrees 47 minutes 01 seconds West, an arc distance of 81.77 feet; thence North 0 degrees 45 minutes 45 seconds West, a distance of 65.49 feet; thence northeasterly along the arc of a curve to the right having a radius of 167.00 feet, a chord bearing of North 19 degrees 09 minutes 49 seconds East, an arc distance of 116.16 feet; thence North 39 degrees 05 minutes 24 seconds East, a distance of 237.27 feet; thence North 0 degrees 42 minutes 41 seconds West, a distance of 532.41 feet to the Point of Beginning, containing 2.119 acres, more or less.

situated in the County of Carroll, State of Illinois. The above-described real estate and improvements located thereon are herein referred to as the "premises."

Grantor shall have and retains all rights to use and occupy the premises and access to Grantor's remaining property, except as herein expressly granted; provided, however, Grantor's use and occupation of the premises may not interfere with Grantee's use of the premises for the purposes herein described.

Grantor, without limiting the interest above granted and conveyed, acknowledges that upon payment of the agreed consideration, all claims arising out of the above acquisition have been settled, including without limitation, any diminution in value to any remaining property of the Grantor caused by opening, improving, and using the premises for highway purposes. This acknowledgment does not waive any claim for trespass or negligence against the Grantee or Grantee's agents which may cause damage to Grantor's remaining property.

This grant shall constitute a covenant, which runs with the land, and shall be binding upon the legal representatives, successors and assigns of Grantor.

Dated this 25 day of March, 2024.

ATTEST:

By: Wayne Wilhelm
Signature

Wayne Wilhelm, Secretary
Print Name and Title

IV Enterprises, Inc.

Corporation Name

By: Wayne Wilhelm
Signature

Wayne Wilhelm, President
Print Name and Title

State of ~~Illinois~~ Florida)
)

County of ~~Carroll~~ Collier) ss
)

This instrument was acknowledged before me on March 25th, 2024, by
Wayne Wilhelm, as President
and Wayne Wilhelm, as Secretary
of IV Enterprises Inc.

(SEAL)

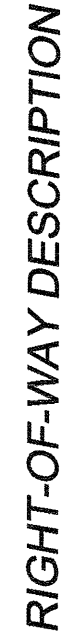


Michelle Renee Stuart
Notary Public

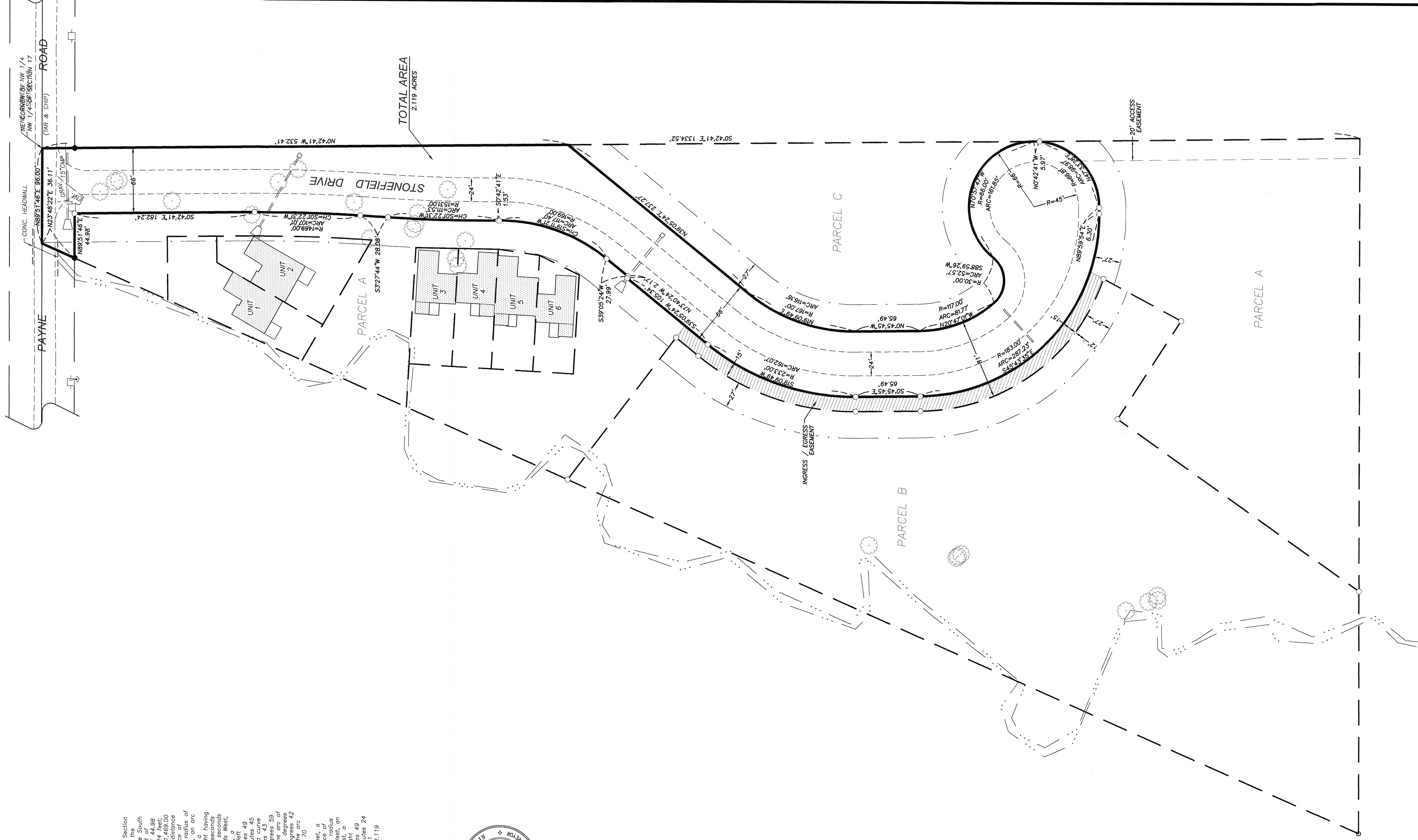
My Commission Expires: Aug 3, 2026

This instrument was prepared by and after
recording, return to:

Sara Renkes, P.E.
Carroll County Engineer
10735 Mill Road
Mt. Carroll IL, 61053



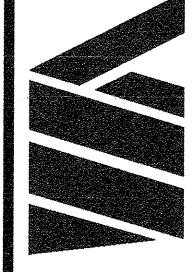
Beginning of the northeast curve of the Northwest Quarter (NW1/4) of said Section Seventeen (17): thence South 89 degrees 45 minutes 46 seconds East, along the north line of said Northwest Quarter (NW1/4), a distance of 96.00 feet; thence South 23 degrees 48 minutes 22 seconds East, a distance of 36.11 feet to the Point of Beginning; thence South 68 degrees 41 minutes 41 seconds East, a distance of 182.24 feet; thence southeasterly along the arc of a curve to the right having a radius of 1,469.00 feet, an arc bearing of South 1 degree 25 minutes 31 seconds West, an arc distance of 28.08 feet; thence southeasterly along the arc of a curve to the left having a radius of 1,537.00 feet, a chord bearing of South 1 degree 22 minutes 31 seconds East, an arc distance of 153.70 feet; thence South 0 degrees 42 minutes 41 seconds East, a bearing of a radius of 160.00 feet, a chord bearing of South 19 degrees 11 minutes 24 seconds West, an arc distance of 117.40 feet; thence South 39 degrees 05 minutes 24 seconds East, a distance of 2.17 feet; thence South 39 degrees 05 minutes 24 seconds West, a distance of 105.34 feet; thence southeasterly along the arc of a curve to the left having a radius of 233.00 feet, a chord bearing of South 19 degrees 09 minutes 49 seconds East, a distance of 65.49 feet; thence southeasterly along the arc of a curve having a radius of 183.00 feet, a chord bearing of South 45 degrees 49 minutes 35 seconds West, an arc distance of 287.23 feet; thence North 89 degrees 59 minutes 33 seconds East, an arc distance of 161.85 feet; thence southeasterly along a curve to the left having a radius of 66.81 feet, a chord bearing of North 47 degrees 42 minutes 28 seconds East, an arc distance of 98.97 feet; thence North 0 degrees 42 minutes 33 minutes West, a distance of 66.00 feet; thence southeasterly along the arc of a curve to the left having a radius of 161.85 feet; thence North 0 degrees 42 minutes 33 minutes West, a distance of 66.00 feet; thence southeasterly along the arc of a curve to the right having a radius of 30.00 feet, a distance of 52.57 feet; thence northeasterly along the arc of a curve to the right having a radius of 117.00 feet, a chord bearing of North 20 degrees 47 minutes 01 seconds West, an arc distance of 81.77 feet; thence North 0 degrees 45 minutes 43 seconds West, an arc distance of 116.16 feet; thence North 39 degrees 05 minutes 24 seconds East, a distance of 167.00 feet, a chord bearing of North 19 degrees 09 minutes 49 seconds East, an arc distance of 116.16 feet; thence North 39 degrees 05 minutes 24 seconds West, a distance of 232.21 feet; thence North 0 degrees 42 minutes 33 minutes West, a distance of 232.21 feet to the Point of Beginning, making 2,119 acres, more or less.



LEGEND

●	MONUMENT FOUND	SECTION LINE
▲	BOUNDARY SURVEY	RIGHT OF WAY LINE
⊙	STONE FOUND	FENCE LINE
⊕	SET SURVEY NAIL	BUILDING SETBACK (BSL)
⊗	5/8" STEEL PIN SET	UTILITY EASEMENT (UE)
⊙	CHESED "X"	RECORD DIMENSION (UE)
⊗	P.K. MARKER	RECORD ANGLE
⊗		RECORD BEARING

(101.26°)
(90°11'25")
(N89°12'22"E)



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& ASSOCIATES INC.
ENGINEERING ARCHITECTURE LAND SURVEYING
Illinois Professional Design Firm No. 184-000918-000
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PLAT OF SURVEY
FOR
FAWNRIDGE REALTY



Is this project a bondable capital improvement?

☒ Yes ☐ No

Resolution Type

Original

Resolution Number

1

Section Number

20-00102-00-PV

BE IT RESOLVED, by the Board of the County

Governing Body Type

Local Public Agency Type

of CARROLL COUNTY

Name of Local Public Agency

Illinois that the following described street(s)/road(s)/structure be improved under

the Illinois Highway Code. Work shall be done by Contract

Contract or Day Labor

For Roadway/Street Improvements:

Name of Street(s)/Road(s)	Length (miles)	Route	From	To
IDEAL ROAD	4.49	CH 8	Morrison Road	Dutchtown Road

For Structures:

Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

This project consists of the reconstruction and widening of Ideal Road (CH 8). The work to be performed under this contract will consist of road widening, road reclamation with cement stabilization of the aggregate base course, aggregate shoulder placement, new driveway and entrance aprons, pipe culvert replacements, new guardrail replacement, placement of pavement markings, signage, and all incidental and collateral.

2. That there is hereby appropriated the sum of Eight Hundred Four Thousand

Dollars (\$804,000.00) for the improvement of

said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, Amy Buss

County

Clerk in and for said County

Name of Clerk

Local Public Agency Type

Local Public Agency Type

of CARROLL COUNTY

Name of Local Public Agency

in the State aforesaid, and keeper of the records and files thereof, as provided by

statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by

Board

of CARROLL COUNTY

at a meeting held on April 04, 2024

Governing Body Type

Name of Local Public Agency

Date

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 4th day of April, 2024

Day

Month, Year

(SEAL, if required by the LPA)

Clerk Signature & Date

--

Approved

Regional Engineer Signature & Date
Department of Transportation

--

COUNTY MATCHING FUND RESOLUTION

WHEREAS, The County of Carroll is preparing for the Cost sharing of the Reconstruction of Ideal Road, Section 20-00102-00-PV, and,

WHEREAS, in compliance with the aforementioned project, it is necessary for the County to allocate the funds intended to pay for the County's share of the cost of this improvement, and,

NOW THEREFORE, BE IT RESOLVED, that there is hereby identified the sum of Five Million Eight Hundred Eighty Five Thousand Dollars (\$5,385,000.00) of budgeted County Matching Funds, thereof as may be necessary to pay the amount of \$4,955,938.95 that Federal and State funding will reimburse and of the County's share of \$429,061.05 cost for Engineering and Construction, and,

BE IT FURTHER RESOLVED, that the County agrees to pass a supplemental resolution to provide necessary funds for its share of the cost of this improvement if the amount appropriated herein proves to be insufficient to cover said cost.

I, Amy R. Buss, County Clerk in and for said County, in the State of Illinois, hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Carroll County, at its

Date: _____ Meeting held at Mount Carroll, Illinois.

Carroll County Clerk

{ S E A L }

SCHEDULE NUMBER 1

Local Public Agency	County	Section Number	State Job Number	Project Number
Carroll County	Carroll	20-00102-00-PV	C-92-037-20	OMNE(308)

DIVISION OF COST

Type of Work	Federal Funds			State Funds			Local Public Agency			Totals
	Fund Type	Amount	%	Fund Type	Amount	%	Fund Type	Amount	%	
Participating Construction	STR	\$3,669,000.00	80%				Local	\$724,000.00	20%	\$4,393,000.00
Participating Construction				SMA	\$320,000.00	**				\$320,000.00
Participating Construction				Covid	\$119,938.95	*				\$119,938.95
				TARP	\$427,000.00	***				\$427,000.00
Construction Engineering	STR	\$320,000.00	80%				Local	\$80,000.00	BAL	\$400,000.00
							LOCAL MATCH	100,000	BAL	100,296 ← HITCHHIKING BALANCE
Total		\$3,989,000.00		Total		\$866,938.95	Total		\$804,000.00	\$5,659,938.95

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

* 100% State Replacement Covid Relief Funds NTE 119,938.95 TO BE USED FIRST

*** 100% TARP FUNDS NTE \$427,000.00 TO BE USED SECOND

** 80% SMA NTE \$320,000.00 TO BE USED THIRD

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

☐ METHOD A - Lump Sum (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the LPA will pay the STATE within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ METHOD B - _____ Monthly Payments of _____ due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the LPA will pay to the STATE a specified amount each month for an estimated period of months, or until 80% of the LPA's estimated obligation under the provisions of the agreement has been paid. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ METHOD C - LPA's Share \$804,000.00 divided by estimated total cost multiplied by actual progress payment.



Using Federal Funds? ☒ Yes ☐ No Agreement For **Federal CE** Agreement Type **Original**

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Carroll County	Carroll	20-00102-00-PV	C-92-037-20
Project Number	Contact Name	Phone Number	Email
OMNE(308)	Sara Renkes	(815) 244-3195	coengr@carrollcountyiil.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Ideal Road (CH 8)	FAS 1084	4.49 mi	N/A
Location Termini			Add Location
Morrison Road to Dutchtown Road			Remove Location

Project Description

This project consists of the reconstruction and widening of Ideal Road (C.H. 8). The work to be performed under this contract will consist of road widening, road reclamation with cement stabilization of the aggregate base course, aggregate shoulder placement, new driveway and entrance aprons, cast-in-place and pipe culvert improvements, new guardrail replacement, placement of pavement markings, signage and all incidental and collateral.

Engineering Funding ☒ Federal ☒ MFT/TBP ☐ State ☒ Other
Anticipated Construction Funding ☒ Federal ☒ MFT/TBP ☐ State ☒ Other

AGREEMENT FOR

☐ Phase I - Preliminary Engineering ☐ Phase II - Design Engineering ☒ Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Hutchison Engineering, Inc.	W. Shane Larson	(309) 368-0689	slarson@hutchisoneng.com
Address	City	State	Zip Code
8305 N. Allen Road, Suite 4	Peoria	IL	61615

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge	A full time LPA employee authorized to administer inherently governmental PROJECT activities

Contractor

Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514)

☐ _____

☐ _____

☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Construction Engineering Contracts:
 - (a) The ENGINEER shall be prequalified with the STATE in Construction Inspection. All employees of the ENGINEER serving as the onsite resident construction supervisor or providing construction inspection shall have a valid Documentation of Contract Quantities certification.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials. "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final Payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by LPA and DEPARTMENT, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.
 Method of Compensation:

☐ Lump Sum
☐ Specific Rate
☒ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF
 Where:
 DL is the total Direct Labor,
 DC is the total Direct Cost,
 OH is the firm's overhead rate applied to their DL and
 FF is the Fixed Fee.
 Where $FF = (0.33 + R) DL + \%SubDL$, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.
 The Fixed Fee cannot exceed 15% of the DL + OH.
Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.
6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT, the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
 The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error

or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.

4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

(a) Publishing a statement:

- (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
- (2) Specifying actions that will be taken against employees for violations of such prohibition.
- (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.

(b) Establishing a drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).

12. For Construction Engineering Contracts:

- (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee in Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
- (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
- (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
- (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
- (e) Inspection of all materials when inspection is not provided by the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hutchison Engineering, Inc.	37-0960852	\$500,296.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		
Prime Consultant Total		\$500,296.00
Total for all work		\$500,296.00

AGREEMENT SIGNATURES

Attest: The Local Public Agency Type of Local Public Agency
County of Carroll County

By (Signature & Date)

By (Signature & Date)

Local Public Agency

Carroll County

Local Public Agency Type

County

Clerk

Title

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Hutchison Engineering, Inc.

By (Signature & Date)

Ryan Budde 3/19/24

Title

Director of Operations - Peoria

By (Signature & Date)

W. Sh... 3/19/24

Title

Senior Vice President

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County	Hutchison Engineering, Inc.	Carroll	20-00102-00-PV

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

The scope of services will be as follows:

1. Provide a Resident Engineer and construction inspectors to oversee all work performed by contractors.
2. Document all contract quantities on approved IDOT forms and CMMS system.
3. Perform on-site materials testing including earthwork, subbase, and HMA testing, and PCC testing and document on IDOT approved forms.
4. Complete daily diary entries and weekly reports.
5. Complete daily traffic control inspections on approved IDOT forms.
6. Complete erosion control inspections in accordance with IDOT standards.
7. Develop and submit pay estimates to Owner for review and processing.
8. Complete change orders as needed.
9. Attend meetings with the Owner and contractor as needed.
10. Review and approve shop drawings.
11. Check contractor layout.
12. Project close-out coordination with IDOT.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County	Hutchison Engineering, Inc.	Carroll	20-00102-00-PV

**EXHIBIT B
PROJECT SCHEDULE**

The project is scheduled for a state letting in 2024. In is anticipated construction will start in the fall of 2024 and be completed by the end of the 2025 construction season. The project has 140 working days.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County	Hutchison Engineering, Inc.	Carroll	20-00102-00-PV

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3	Was the scope of services for this project clearly defined?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4	Was public notice given for this project?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes Due date of submittal 02/22/24

Method(s) used for advertisement and dates of advertisement

County Website - 1/22/24 - 2/22/24
Newspaper - 1/24/24 & 1/25/24

5	Do the written QBS policies and procedures cover conflicts of interest?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7	Do the written QBS policies and procedures discuss the methods of evaluation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Project Criteria	Weighting
Education Experience	20%
Performance on Similar Projects	25%
Approach to Management of Project	20%
Present Workload	15%
Proximity to Project	10%
Qual Minority Rep/DBE Goals	5%
Previous Clients	5%

8	Do the written QBS policies and procedures discuss the method of selection?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Selection committee (titles) for this project

County Engineer, County Engineering Technician, County Secretary

Top three consultants ranked for this project in order

- 1 Hutchison Engineering, Inc.
- 2 Chastain & Associates
- 3 Quigg Engineering, Inc.

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
10	Were negotiations for this project performed in accordance with federal requirements.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
11	Were acceptable costs for this project verified?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Local Public Agency		Prime Consultant (Firm) Name		County		Section Number	
Carroll County		Hutchison Engineering, Inc.		Carroll		20-00102-00-PV	
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?					<input type="checkbox"/>	<input checked="" type="checkbox"/>
14	QBS according to State requirements used?					<input type="checkbox"/>	<input checked="" type="checkbox"/>
15	Existing relationship used in lieu of QBS process?					<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	LPA is a home rule community (Exempt from QBS).					<input checked="" type="checkbox"/>	<input type="checkbox"/>



EXHIBIT D
COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET
FIXED RAISE

Local Public Agency	County	Section Number
Carroll County	Carroll	20-00102-00-PV
Prime Consultant (Firm) Name	Prepared By	Date
Hutchison Engineering, Inc.	W. Shane Larson	3/18/2024
Consultant / Subconsultant Name	Job Number	
Hutchison Engineering, Inc.	C-92-037-20	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

PAYROLL ESCALATION TABLE

CONTRACT TERM	18	MONTHS	OVERHEAD RATE	159.58%
START DATE	8/1/2024		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2025		% OF RAISE	2.00%
END DATE	1/31/2026			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	8/1/2024	1/1/2025	5	27.78%
1	1/2/2025	1/1/2026	12	68.00%
2	1/2/2026	2/1/2026	1	5.78%

The total escalation = 1.56%

Local Public Agency	County	Section Number
Carroll County	Carroll	20-00102-00-PV
Consultant / Subconsultant Name		Job Number
Hutchison Engineering, Inc.		C-92-037-20

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	86.00
ESCALATION FACTOR	1.56%

[illegible]

Local Public Agency

Carroll County

County

Carroll

Section Number

20-00102-00-PV

Consultant / Subconsultant Name

Hutchison Engineering, Inc.

Job Number

C-92-037-20

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	1000	\$0.67	\$670.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	350	\$65.00	\$22,750.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)	1	\$100.00	\$100.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Concrete Cylinders	\$50/Each	200	\$50.00	\$10,000.00
OT Premium	ENG TECH 4=\$47.59/2 = \$23.80	40	\$23.80	\$952.00
OT Premium	ENG TECH 3=\$36.89/2 = \$18.45	800	\$18.45	\$14,760.00
OT Premium	ENG TECH 2=\$30.72/2 = \$15.36	20	\$15.36	\$307.20

TOTAL DIRECT COSTS: \$49,539.20

Carroll County

Carroll

20-00102-00-PV

Hutchison Engineering, Inc.

C-92-037-20

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Phase III Engineering			Administration											
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.28	40.0	1.00%	0.26	40	1.01%	0.27												
Engineering Technician 2	30.72	296.0	7.39%	2.27	296	7.49%	2.30												
Engineering Technician 3	36.89	2,966.0	74.04%	27.31	2948	74.60%	27.52	18	33.33%	12.30									
Engineering Technician 4	47.59	668.0	16.67%	7.94	668	16.90%	8.04												
Engineering Technician 5	55.78	0.0																	
Engineering Technician 6	65.38	18.0	0.45%	0.29				18	33.33%	21.79									
Engineer 1	34.48	0.0																	
Engineer 2	39.61	0.0																	
Engineer 3	53.45	0.0																	
Engineer 4	63.87	0.0																	
Engineer 5	72.75	0.0																	
Project Manager	85.00	0.0																	
Principal	86.00	18.0	0.45%	0.39				18	33.33%	28.67									
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CARROLL COUNTY
CH 8 (Ideal Road) RECONSTRUCTION - Morrison Road to Dutchtown Road
PHASE III SERVICES

LABOR/OVERHEAD/PROFIT

WORK ITEM	Principal	Project Manager	Eng 5	Eng 4	Eng 3	Eng 2	Eng 1	Eng Tech 6	Eng Tech 5	Eng Tech 4	Eng Tech 3	Eng Tech 2	Eng Tech 1	Total
Pre-Construction Activities														
Pre-Construction Meeting														0
Prep for Meeting (Agenda, Sign in Sheet)														0
Plan Review										16	16			32
Meeting Attendance										4	4			8
Meeting Minutes												4		4
Field Layout														0
Measuring Removal Items											40		40	80
Traffic Control Layout											4			4
Shop Drawing Review											16			16
Construction Observation/Materials Testing: 140 Working Days + 40 Non-Working Days + 20 Saturdays														0
Project Manager - 4 hours/week x 35 weeks + 50 Days x 10 hrs/day										640				640
RE - 200 Work Days (Weekdays+Saturdays) @ 11 hrs/day											2200			2200
Construction Inspector(s) - 50 Days a 12 Hrs/day											600			600
Documentation														0
Project File Setup										4	8	8		20
RE/PM Meeting to discuss doc procedures/issues										4	4	4		12
Daily Doc - Doc Tech (190 Days x 1 hour/day)												200		200
QC/QA Reviews at 25% and 75%												16		16
Project Closeout														0
Finalizing Files											40	40		80
Review Revisions											16	24		40
Administration	18							18			18			54
Total Hours	18	0	0	0	0	0	0	18	0	668	2966	296	40	4006
Current Rates	\$86.00	\$85.00	\$72.75	\$63.87	\$53.45	\$39.61	\$34.48	\$65.38	\$55.78	\$47.59	\$36.89	\$30.72	\$26.28	
Total Labor/Overhead/Profit	\$1,548	\$0	\$0	\$0	\$0	\$0	\$0	\$1,177	\$0	\$31,790	\$109,416	\$9,093	\$1,051	\$154,075

IN HOUSE DIRECT COSTS (IHDC)

ITEM	Quantity	Unit	Rate	Total
Mileage				
Pre-Construction Field Layout		Miles	\$0.670	\$0.00
Construction Observation		Miles	\$0.670	\$0.00
Preconstruction Meeting		Miles	\$0.670	\$0.00
PM Site Visits	1000	Miles	\$0.670	\$670.00
CADD		Hours	\$14.000	\$0.00
Daily Vehicle Rate	350	Days	\$65.000	\$22,750.00
OT Premium				\$0.00
Eng Tech 4	40	Hours	\$23.80	\$952.00
Eng Tech 3	800	Hours	\$18.45	\$14,760.00
Eng Tech 2	20	Hours	\$15.36	\$307.20
GPS		Days	\$200.00	\$0.00
Overnight Delivery/Postage	1	L Sum	\$100.00	\$100.00
Nuclear Density Gauge		Days	\$50.00	\$0.00
Concrete Cylinders				\$0.00
Testing	200	Each	\$50.00	\$10,000.00
Proctors				\$0.00
Total In House Direct Costs (IHDC)				\$49,539.20

SERVICES BY OTHERS (SBO)

ITEM	Quantity	Unit	Rate	Total
				\$0.00
Total In House Direct Costs (IHDC)				\$0.00

TOTAL COMPENSATION

Labor	\$154,063
Overhead	\$245,854
Fixed Fee	\$50,840
In House Direct Costs (IHDC)	\$49,539.20
Services By Others (SBO) =	\$0.00
Total Compensation = DL+OH+FF+IHDC+SBO	\$500,296

American Eagle Overhead Doors LLC

647 Lincolnway

Morrison, IL 61270

(815) 400-9075

americaneagleoverheaddoors@gmail.com

<http://americaneagleoverheaddoors.com/>

Estimate

ADDRESS

Carroll County Highway Dept

SHIP TOCarroll County Highway
Dept**ESTIMATE #** 1849**DATE** 02/02/2024

	QTY	RATE	AMOUNT
Door install 524V (6.6 R Value) Vinyl Back Insulated 16'2x14 White Doors with 24x12 Windows	4	7,050.00	28,200.00
Door install 524V (6.6 R Value) Vinyl Back Insulated 17'8x14 White Doors with 24x12 Windows	1	8,078.00	8,078.00

I did NOT include operators. I was thinking when we spoke you
said you didn't need those.

SUBTOTAL	36,278.00
TAX	0.00
TOTAL	\$36,278.00

Accepted By

Accepted Date

STATE OF ILLINOIS,
County of Carroll }
Road District of } ss.
the Town of WYSOX

To the ~~County Board~~ County Board of Carroll County, Illinois:

The undersigned, Highway Commissioner of the Road District of the Town of Wysox
in said County, would respectfully represent that Culvert needs to be Replaced
over the _____ where the same is crossed by the highway
Wagner Road

in said Road District, for which said work the Road District of Wysox is wholly
responsible; that the total cost of said work will be \$ 9,720.00 Dollars,
which sum will be more than two cents on the One Hundred Dollars valuation on the latest assessment
roll of said Road District, and the levy for road and bridge tax for the two years last past in said Road
District was in each year not less than the maximum allowable rate as provided for in Section 56 of an Act
entitled, "An Act to revise the law in relation to roads and bridges," approved June 27, 1913, in force July
1, 1913, as amended, the major part of which levy is needed for the ordinary repair of roads and bridges in
said Road District.

Wherefore, the said Highway Commissioner hereby petitions you for aid, and for an appropriation
from the County Treasury of a sum sufficient to meet one half the expenses of said bridge or other work,
said Road District being prepared to furnish the other half of the amount required.

Dated at Mt. Carroll, this 27th day of March, A. D. 20 24


Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll }
Road District of } ss.
the Town of WYSOX

I, the undersigned Highway Commissioner of the Road District of the Town of Wysox,
County aforesaid, hereby state that I have made a careful estimate of the probable cost of the

(Here state the description of the work asked for.)

Removal of oliptical culvert and Install 42" x 44' concrete culvert with associated
backfill and approach work with said cost of work to be:

	CO BRIDGE FUND	WYSOX TOWNSHIP	TOTALS
Pre Eng:	\$ 180.00	\$ 180.00	\$ 360.00
Constr:	\$ 4,500.00	\$ 4,500.00	\$ 9,000.00
Const Eng:	\$ 180.00	\$ 180.00	\$ 360.00
Totals:	\$ 4,860.00	\$ 4,860.00	\$ 9,720.00

and I do estimate that the probable cost of the same will be \$ 9,720.00 Dollars.

Witness my hand 27th day of March, A. D. 20 24


Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll } ss.
Road District of
the Town of WYSOX

I, Ben Hayen, Highway Commissioner of said Road District of
Wysox Township, being duly sworn, on oath says that

Nine Thousand Seven Hundred Twenty Dollars mentioned in the estimate to which this
affidavit is attached is necessary, and that the same will not be more expensive than is needed for the
purpose required.

Ben Hayen
Highway Commissioner.

Subscribed and sworn to before me, this 27th day of March, A.D. 20 24

Sirena L Brinkmeier
Notary Public.



PETITION FOR COUNTY AID TO BUILD
OR REPAIR BRIDGE, CULVERT OR
DRAINAGE STRUCTURE

ROAD DISTRICT OF THE TOWN OF

Wysox Township

CARROLL

COUNTY, ILLINOIS

Filed this _____ day of _____

_____, A. D. 19____

County Clerk.

STATE OF ILLINOIS,
County of Carroll } ss.
Road District of
the Town of WYSOX }

To the ~~County Board~~ County Board of Carroll County, Illinois:

The undersigned, Highway Commissioner of the Road District of the Town of Wysox
in said County, would respectfully represent that CMP Culvert needs to be Replaced
over the _____ where the same is crossed by the highway
Dutchtown Road

in said Road District, for which said work the Road District of Wysox is wholly
responsible; that the total cost of said work will be \$ 6,480.00 Dollars,
which sum will be more than two cents on the One Hundred Dollars valuation on the latest assessment
roll of said Road District, and the levy for road and bridge tax for the two years last past in said Road
District was in each year not less than the maximum allowable rate as provided for in Section 56 of an Act
entitled, "An Act to revise the law in relation to roads and bridges," approved June 27, 1913, in force July
1, 1913, as amended, the major part of which levy is needed for the ordinary repair of roads and bridges in
said Road District.

Wherefore, the said Highway Commissioner hereby petitions you for aid, and for an appropriation
from the County Treasury of a sum sufficient to meet one half the expenses of said bridge or other work,
said Road District being prepared to furnish the other half of the amount required.

Dated at Mt. Carroll, this 27th day of March, A. D. 20 24


Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll } ss.
Road District of
the Town of WYSOX }

I, the undersigned Highway Commissioner of the Road District of the Town of Wysox,
County aforesaid, hereby state that I have made a careful estimate of the probable cost of the

(Here state the description of the work asked for.)

Removal of CMP Culvert and Install 30" x 48' concrete culvert with associated
backfill and approach work with said cost of work to be:

	CO BRIDGE FUND	WYSOX TOWNSHIP	TOTALS
Pre Eng:	\$ 120.00	\$ 120.00	\$ 240.00
Const:	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
Const Eng:	\$ 120.00	\$ 120.00	\$ 240.00
Totals:	\$ 3,240.00	\$ 3,240.00	\$ 6,480.00

and I do estimate that the probable cost of the same will be \$ 6,480.00 Dollars.

Witness my hand 27th day of March, A. D. 20 24


Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll } ss.
Road District of
the Town of WYSOX

I, Ben Hayen, Highway Commissioner of said Road District of
Wysox Township, being duly sworn, on oath says that
Six Thousand Four Hundred Eighty Dollars mentioned in the estimate to which this
affidavit is attached is necessary, and that the same will not be more expensive than is needed for the
purpose required.

Ben Hayen
Highway Commissioner.

Subscribed and sworn to before me, this 27th day of March, A. D. 2024

Sirena L Brinkmeier
Notary Public.



PETITION FOR COUNTY AID TO BUILD
OR REPAIR BRIDGE, CULVERT OR
DRAINAGE STRUCTURE
ROAD DISTRICT OF THE TOWN OF

Wysox Township

CARROLL
COUNTY, ILLINOIS

Filed this _____ day of _____

_____, A. D. 19____

County Clerk.

STATE OF ILLINOIS,
County of Carroll }
Road District of WYSOX } ss.
the Town of WYSOX }

To the ~~County Board~~ ^{County Board} of Carroll County, Illinois:

The undersigned, Highway Commissioner of the Road District of the Town of Wysox
in said County, would respectfully represent that CMP Culvert needs to be Replaced
over the _____ where the same is crossed by the highway
Dutchtown Road

in said Road District, for which said work the Road District of Wysox is wholly
responsible; that the total cost of said work will be \$ 9,720.00 Dollars,
which sum will be more than two cents on the One Hundred Dollars valuation on the latest assessment
roll of said Road District, and the levy for road and bridge tax for the two years last past in said Road
District was in each year not less than the maximum allowable rate as provided for in Section 56 of an Act
entitled, "An Act to revise the law in relation to roads and bridges," approved June 27, 1913, in force July
1, 1913, as amended, the major part of which levy is needed for the ordinary repair of roads and bridges in
said Road District.

Wherefore, the said Highway Commissioner hereby petitions you for aid, and for an appropriation
from the County Treasury of a sum sufficient to meet one half the expenses of said bridge or other work,
said Road District being prepared to furnish the other half of the amount required.

Dated at Mt. Carroll, this 27th day of March, A. D. 20 24


Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll }
Road District of WYSOX } ss.
the Town of WYSOX }

I, the undersigned Highway Commissioner of the Road District of the Town of Wysox,
County aforesaid, hereby state that I have made a careful estimate of the probable cost of the

(Here state the description of the work asked for.)

Removal of CMP Culvert and Install 42" x 56' concrete culvert with associated
backfill and approach work with said cost of work to be:

	CO BRIDGE FUND	WYSOX TOWNSHIP	TOTAL
Pre Eng:	\$ 180.00	\$ 180.00	\$ 360.00
Const:	\$ 4,500.00	\$ 4,500.00	\$ 9,000.00
Const Eng:	\$ 180.00	\$ 180.00	\$ 360.00
Totals:	\$ 4,860.00	\$ 4,860.00	\$ 9,720.00

and I do estimate that the probable cost of the same will be \$ 9,720.00 Dollars.

Witness my hand 27th day of March, A. D. 20 24


Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll } ss.
Road District of WYSOX
the Town of _____ }

I, Ben Hayen, Highway Commissioner of said Road District of
Wysox Township, being duly sworn, on oath says that
Nine Thousand Seven Hundred Twenty Dollars mentioned in the estimate to which this
affidavit is attached is necessary, and that the same will not be more expensive than is needed for the
purpose required.

Ben Hayen
Highway Commissioner.

Subscribed and sworn to before me, this 27th day of March, A. D. 2024

Sirena L Brinkmeier
Notary Public.



PETITION FOR COUNTY AID TO BUILD
OR REPAIR BRIDGE, CULVERT OR
DRAINAGE STRUCTURE

ROAD DISTRICT OF THE TOWN OF

Wysox Township

CARROLL

COUNTY, ILLINOIS

Filed this _____ day of _____

_____, A. D. 19____

County Clerk.

STATE OF ILLINOIS,
County of Carroll }
Road District of } ss.
the Town of WYSOX

To the ~~County Board~~ Board of Supervisors of Carroll County, Illinois:

The undersigned, Highway Commissioner of the Road District of the Town of Wysox
in said County, would respectfully represent that CMP Culvert needs to be Replaced
over the _____ where the same is crossed by the highway
Dutchtown Road

in said Road District, for which said work the Road District of Wysox is wholly
responsible; that the total cost of said work will be \$ 14,580.00 Dollars,
which sum will be more than two cents on the One Hundred Dollars valuation on the latest assessment
roll of said Road District, and the levy for road and bridge tax for the two years last past in said Road
District was in each year not less than the maximum allowable rate as provided for in Section 56 of an Act
entitled, "An Act to revise the law in relation to roads and bridges," approved June 27, 1913, in force July
1, 1913, as amended, the major part of which levy is needed for the ordinary repair of roads and bridges in
said Road District.

Wherefore, the said Highway Commissioner hereby petitions you for aid, and for an appropriation
from the County Treasury of a sum sufficient to meet one half the expenses of said bridge or other work,
said Road District being prepared to furnish the other half of the amount required.

Dated at Mt. Carroll, this 27th day of March, A. D. 20 24



Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll }
Road District of } ss.
the Town of WYSOX

I, the undersigned Highway Commissioner of the Road District of the Town of Wysox,
County aforesaid, hereby state that I have made a careful estimate of the probable cost of the

(Here state the description of the work asked for.)

Removal of CMP Culvert and installation of two (2) 36" x 56' concrete culverts
with associated backfill and approach work with said cost of work to be:

	CO. BRIDGE FUND	WYSOX TWP	TOTAL
Pre Eng:	\$ 270.00	\$ 270.00	\$ 540.00
Const:	\$ 6,750.00	\$ 6,750.00	\$ 13,500.00
Const Eng:	\$ 270.00	\$ 270.00	\$ 540.00
Totals:	\$ 7,290.00	\$ 7,290.00	\$ 14,580.00

and I do estimate that the probable cost of the same will be \$ 14,580.00 Dollars.

Witness my hand 27th day of March, A. D. 20 24



Highway Commissioner.

STATE OF ILLINOIS,
County of Carroll } ss.
Road District of WYSOX
the Town of _____ }

I, Ben Hayen, Highway Commissioner of said Road District of
Wysox Township, being duly sworn, on oath says that
Fourteen Thousand Five Hundred Eighty Dollars mentioned in the estimate to which this
affidavit is attached is necessary, and that the same will not be more expensive than is needed for the
purpose required.

Ben Hayen

Highway Commissioner.

Subscribed and sworn to before me, this 27th day of March, A. D. 20 24

Sirena L Brinkmeier

Notary Public.



PETITION FOR COUNTY AID TO BUILD
OR REPAIR BRIDGE, CULVERT OR
DRAINAGE STRUCTURE

ROAD DISTRICT OF THE TOWN OF

Wysox Township

CARROLL

COUNTY, ILLINOIS

Filed this _____ day of _____

_____, A. D. 19____

County Clerk.

PROCLAMATION

WHEREAS, sexual assault affects women, children and men of all racial, cultural and economic backgrounds; and

WHEREAS, in addition to the immediate physical and emotional costs, sexual assault may also have associated consequences of post-traumatic stress disorder, substance abuse, depression, homelessness, eating disorders and suicide; and

WHEREAS, sexual assault can be devastating not only to the survivor, but also for the family, friends, and community of the survivor; and

WHEREAS, since no one person, organization, agency, or community can eliminate sexual assault on their own, we must work together to educate our entire population about what can be done to prevent sexual assault, support survivors and their significant others, and support those agencies providing services to survivors.

NOW THEREFORE, WE THE BOARD OF SUPERVISORS IN AND FOR CARROLL COUNTY, ON BEHALF OF ALL STAFF AND CITIZENS OF CARROLL COUNTY DO HEREBY PROCLAIM THE MONTH OF APRIL, 2024 AS

“SEXUAL ASSAULT AWARENESS MONTH”

IN MT CARROLL AND ENCOURAGE ALL CITIZENS TO LEARN MORE ABOUT PREVENTING SEXUAL VIOLENCE.

**IN WITNESS THEREOF, we have
set our hand and caused the
Great Seal of Carroll County to be
affixed this ____ day of April, 2024**

CARROLL COUNTY, ILLINOIS

APPLICATION to CONDUCT RAFFLE/POKER RUN

Please circle options which apply & NA if not applicable

Organization Name: Timber Lake Playhouse

Address (Street & Mail): 8215 Black oak Rd. Mt. Carroll, IL 61053

Type: BUSINESS CHARITABLE EDUCATIONAL FIRE (R) FRATERNAL
LABOR LAW (R) NFP FUND RAISE(R) RELIGIOUS VETERANS

Organization in continual existence for 5 years, carrying out their objects, immediately prior to application? YES NO If no, is there State/National Affiliation YES NO

Presiding Officer Name: Dan Danielowski

Address (Street & Mail): 8215 Black oak Rd. Mt. Carroll, IL 61053

Birth Date: _____ Phone: 815-244-2048 Email: Dan@timberlakeplayhouse.org

Manager Name (Bona fide director, officer, employee or sponsoring organization member):

Bill Titus

Address (Street & Mail): 310 S. College St. Mt. Carroll, IL 61053

Birth Date: 10/23/83 Phone: 815-656-0051 Email: admin@timberlakeplayhouse.org

Raffle Fidelity Bond: \$ _____ (Total Aggregate Retail Value of prizes, notice received) or

Waiver Provision (Organization's majority affirmative vote, copy attached)

Aggregate Retail Value of all prizes/merchandise in a single raffle (Max \$100,000): \$400

Maximum Retail Value of each prize awarded (Max \$100,000): \$400

Maximum Price which may be charged for each raffle chance issued/sold (Max \$100): \$1

Number of days chances may be issued/sold (Max 365): 3

Application for: RAFFLE POKER RUN Number of: 3

Date(s) of Raffle chances sold/issued or Poker Run(s) conducted: _____

4/6/24, 4/20/24, 5/4/24

Date(s), Time(s) and Key Location(s) determining winning chances or prizes awarded: _____

4/6/24, 4/20/24, 5/4/24 3:30pm Timber Lake Playhouse
8215 Black oak Rd
Mt Carroll, IL 61053

CARROLL COUNTY, ILLINOIS

APPLICATION to CONDUCT RAFFLE/POKER RUN

Please circle options which apply & NA if not applicable

Has the applicant or organization's director, officer, employee or person participating in the management or operation of a raffle been previously convicted of a felony: YES NO

SWORN STATEMENT

The undersigned attest that the above-named organization is an organization fitting the description(s) of an organization lawfully able to conduct a raffle or poker run, under the laws of the State of Illinois, including Raffles and Poker Runs Act 230 ILCS 15/, and maintains a bona fide membership actively engaged in carrying out its objectives. The undersigned do further hereby state, under penalties of perjury, that all statements in the foregoing application are true and correct; that the entire net proceeds of any raffle or poker run must be exclusively devoted to the lawful purposes of the organization permitted to conduct that game(s); that only a bona fide director, officer, employee or member of the sponsoring organization may manage or participate in the management of the raffle or poker run; no person is receiving any remuneration or profit for managing or participating in the management of the raffle or poker run, except where lawful; no person has a felony conviction which will impair the person's ability to engage in the licensed position; no person is or has been a professional gambler or professional gambling promoter; and all persons are of good moral character; that if a license is granted hereunder, the undersigned will be responsible for the conduct of the game(s) in accordance with the provisions of the laws of the State of Illinois and ordinances of Carroll County governing the conduct of the raffle or poker run.

Organization Presiding Officer signature: Don Druick

Organization Secretary signature: W. McNeal William S McNeal

#####

COUNTY CLERK ACTION - Application, Bond/Waiver Documents, Fee Received

Fee Paid: \$25 Raffle or Poker Run

Received by Clerk: Kendra Strauch

Date: 4/1/24

If License Denied – written notice sent & fee returned

Date: _____

Documentation of licensee gross receipts, expenses & net proceeds & distribution of net proceeds:

Received by Clerk: _____ Date: _____

COUNTY BOARD ACTION

5yr Organizational requirement waived: YES NO

Raffle Fidelity Bond: GIVEN WAIVED – Provision attached

License: APPROVED DENIED

County Board Chair: _____ Date: _____

Timber Lake Playhouse

Monthly Board Meeting

March 21, 2024 – 6:30 p.m. - Virtual

I. Call to Order - Roll Call

Board Members:

Michael Shore – President; Alicia Payette – Vice President

Joe Titus – Treasurer; William McNeal – Secretary

Adam Nemon, Laura Kashner; Brian Brinkmeier

Administration:

Dan Danielowski – Executive Director

Bill Titus – Manager of Operations

Tommy Ranieri – Artistic Director

Guests: - None

I. Approval of Agenda

Motion to amend Agenda to add “Committee Reports” after the Theater & Production Management report.

There being no objections, the motion to approve the amended agenda was approved.

II. Approval of Previous Board and Committee Meeting Minutes

a. Motion to approve minutes as presented for the February 22, 2024, Board of Director’s Meeting.

There being no objections, the motion to approve the minutes as presented for the February 22, 2024, Board of Director’s Meeting was approved.

- b. Motion to approve minutes as presented for the March 7, 2024, Annual Meeting.

There being no objections, the motion to approve the minutes as presented for the *March 7, 2024*, Annual Meeting was approved.

- c. Motion to approve minutes as presented for the March 7, 2024, Board of Director's Meeting.

There being no objections, the motion to approve the minutes as presented for the *March 7, 2024*, Board of Director's Meeting was approved.

III. Finance Committee - Joe Titus, Chair; Michael Shore

Written financial reports presented.

- a. Motion to accept the financial reports:

Motion by Bill. Second by Joe. Motion carried.

IV. Executive Committee - Michael Shore, Chair; Alicia, William, Joe

No reports submitted.

Mike reminds Board Members of the importance of attending the VIP Night on June 6, 2024 and the Gala on August 25, 2024.

Mike indicates the Board portal on the TLP website will include Board Member names, Bio, and Email Address. All bios are in except William's who has stated for months that he will turn it in.



V. Theatre and Production Management Report

Dan Danielowski – ED; Bill Titus – Manager of Operations; Tommy Ranieri – Artistic Director

- a. Written report presented.

- b. Dan's Supplement/Additions to report.

1. The Audit. Dan reports that the 2022 audit is still in progress. He has spoken with the auditor who indicated that she still needs some items. Dan reports that the change of staff in the TLP office has made the process more difficult. Dan indicates that he will be the only one involved with the audit process going forward. Dan reports that the auditor is satisfied with our categorizing of our deferred and restricted funds. He will have updated financials of those accounts at next Board meeting.

2. Equity. Dan reports that he has been maintaining contact with Gwen from Equity. Equity is still working on any fines we may owe, and as such, they are still holding our 2023 deposit. No new 2024 contract talks between TLP and Equity. No equity contracts for actors or stage managers have been offered. Discussed another possible Equity agreement - Council of Stock Theatres (COST) instead of Small Professional Theatre (SPT) in which we are at Tier 8.

3. Fundraising. Dan reports 10 fundraising events beginning this weekend. No additional office staff needed because the staff work week on those event weeks is changed to Tuesday - Saturday. Dan requests that we contact our friends and businesses regarding attendance at our Trivia and Casino night.

a. We need dealers and other individuals to work and run Casino Night.

b. Dan hopes we can each submit the Business Advertising or Sponsorships packets to at least 10 people. For those interested, Dan will have a virtual meeting Tuesday night to discuss how to approach businesses.

c. Production. Tommy reports that we are switching out Route 66 with Winter Wonderettes in December. Tommy reports casting and staffing still underway. We have approximately 12 of the 15 summer resident company positions filled.

d. Facilities. Bill reports that all projects are going well. Hopes to have Rehearsal Pavilion floor completed by Trivia night and the Gift Shop by Junie B. Jones. Dan reports that the rigging and fire department inspection dates are in the works but have not yet been set. Two riggers have been hired to do any necessary work the 3rd week of May and to also to instruct summer staff on the different systems.

e. Group Brochures have been sent. The contact list has been expanded because of a new vendor.

VI. Committee Reports

Governance Committee – Alicia Payette, Chair – Nothing to report at this time.

Public Affairs Committee – Laura Kashner, Chair

- Gala – August 24, 2024 - *Laura and Alicia Co Chairs* – Gail Mulay, Robin Saar, Cassie Mlakar, Mike Shore, Tommy Ranieri, Dan, Bill Titus.

Laura advises she hopes to bring the Gala back to the way it was pre-covid.

VII. Old Business

- a. 2022 Audit - Discussed during Dan's report.
- b. Equity - Discussed during Dan's report.

VIII. New Business

a. Trivia Night Prize Raffle

DESCRIPTION: Between each round of trivia questions, prizes will be raffled using paint sticks as raffle tickets. Paint sticks will be sold for \$1 each and a corresponding number will be drawn. The winning number will choose between two prizes chosen for that round. This raffle will be held on April 6.

MOTION: Alicia moves to hold a Trivia Night Prize Raffle and authorize staff to apply for a County Raffle License for this raffle. Second by William. Motion carries.

MOTION: Alicia moves to waive the manager's bond for this raffle. Second by William. Motion carries.

b. Casino Night Final Raffle

DESCRIPTION: Throughout the night, players play for chips. At the end of the evening, the players exchange their chips for tickets which they can then put in buckets corresponding with a variety of prizes. At the end of the evening, tickets are drawn to determine the winner of the prizes. The Winner must be present to win. This raffle will be held on April 20.

MOTION: Alicia moves to hold to hold a Casino Night Final Prize Raffle and authorize staff to apply for a County Raffle License for this raffle. Second by William. Motion carries.

MOTION: Alicia moves to waive the manager's bond for this raffle. Second by William. Motion carries

c. Kentucky Derby Raffle

DESCRIPTION: Throughout the event, attendees can play a variety of Kentucky Derby themed games for prizes. Attendees will receive tickets upon arrival and also have the

opportunity to purchase additional tickets. Games will be both “drawing” and “50/50” type games. This raffle is held on May 4.

MOTION: Alicia moves to hold a Kentucky Derby Raffle and authorize staff to apply for a County Raffle License for this raffle. Second by William. Motion carries

MOTION: Alicia moves to waive the manager’s bond for this raffle. Second by William. Motion carries

d. **Strategic Planning Committee** – Mike reports that we need to get back into the process. Adam outlines a possible process and requests Board Members and Staff to submit their suggestions.

e. **2024 Committee assignments** – President Shore working on assignments.

What we know so far:

Standing committees:

Executive Committee: - Mike Shore, Alicia Payette, William McNeal, Joe Titus

Governance Committee – Alicia Payette, Chair

Finance Committee – Joe Titus Chair, Mike Shore

- *Audit committee* – Needs Appointments

Public Affairs – Laura Kashner, Chair

- Casino Night
- Trivia Night
- Gala – Laura and Alicia Co Chairs – Gail Mulay, Robin Saar, Cassie Mlakar, Mike, Tommy, Dan, Bill
- TLPalooza
- Fall festival
- Pampered Chef fundraiser – Alicia and Linda Hoffman

- 50/50
- Brick Fundraiser – Mike, Bill, Alicia, Laura

AD HOC Committees:

Human Resources – Mike Shore, Adam Nemon, William McNeal

Facilities – Brian Brinkmeier, Adam Nemon

Reading – Adam, Tommy, Mike, Bob Martin

Strategic Planning – Mike, Adam, William, Laura, and Brian

f. **Discussed summer long raffle** with a drawing of some nature at the Gala.

g. **September 21, 2024 - Hunks.** No one is opposed to proceeding forward. Dan will work on setting it up.

IX. Closed Session - No motion to move into Closed Session.

X. Dates to remember:

April 6, 2024 – **Trivia Night**

April 13, 2024 – **Frozen Sing-a-long**

April 20th, 2024 - **Casino Night & The Rat Pack - An Evening with Frank and Dean**

***April 25, 2024** - 6:30 p.m. - Board meeting – virtual

April 27, 2024 - **Better Late Than Never: A Fundraiser for Timber Lake Playhouse**

May 4, 2024 - **Kentucky Derby Party and Bourbon Tasting**

May 18, 2024 - **The Four C Notes - Frankie Valli / Four Seasons**

***May 23, 2024** - 7:30 p.m. - Board meeting – in person

May 24, 2024 - **Jonny Lyons & The Pride**

May 25, 2024 – **TLPalooza**

June 2, 2024 – **VIP night**

***June 20, 2024** - 7:30 p.m. - Board meeting – in person (Moved up 1 week b/c of opening night.)

***July 25, 2024** - 7:30 p.m. - Board meeting – in person

***August 22, 2024** - 7:30 p.m. - Board meeting – in person

August 24, 2024 – **Gala**

***September 26, 2024** - 7:30 p.m. - Board meeting – in person

***October 24, 2024** - 7:30 p.m. - Board meeting – in person

***November 21, 2024** - 6:30 p.m. - Board meeting – Virtual (Moved up 1 week b/c of Thanksgiving)

***December, 2024** – - Board meeting - TBD

XI. Adjournment

Unanimous agreement to adjourn. Meeting adjourned at 8:05 p.m.

Respectfully submitted for your approval. William McNeal - Secretary