

January 9, 2024

SHELBY COUNTY BOARD MEETING AGENDA

January 11, 2024 – 7:00 P. M.

Courtroom A – Shelby County Courthouse

1. Call to Order- Prayer - Pledge of Allegiance
2. Roll Call
3. Discussion and vote to approve minutes from December 14, 2023
4. Announce vacancy in County Board District #4 due to the resignation of Charles Davis Jr.
5. Discussion and vote to approve the appointment of Shawne Martz to fill the vacancy in County Board District #9 upon recommendation of the Republican Central Committee
6. Scott McKee, Zoning Administrator - Discussion and vote to approve the following:
Resolution to rezone parcel 1001-19-00-400-018, owned by Chancer, LLC dba as Timi's Tours Transportation from AG to General Business for bus storage and wash center
Resolution to rezone parcel 2013-17-00-20-025, owned by Kris Metzger, located at 1984 State Hwy 16 to General Business for correction purposes
Resolution for variance for Gary Thompson to construct a residence of approximately 600 square feet
7. Michael Tappendorf, County Highway Engineer's Report – Discussion and vote on approval of the following:
Resolution for request of ARPA funds for purchase of Grader
Resolution to award bids for Aggregate for County
Resolution to award bids for Aggregate for Townships
Department updates – IDOT compliance review for Township Bridge, Township MFT, and County MFT for 2022
8. Discussion and vote to approve the appointment of Angela Miller as Animal Control Administrator
9. Discussion and vote to approve Intergovernmental Agreement with the Village of Stewardson for Animal Control Services
10. Discussion and vote to approve the resolution to waive animal adoption fees for Veterans pursuant to HB 2500
11. Discussion and vote to approve a change to the County Travel Ordinance 16-03- "O" to eliminate reimbursement of meal tips upon recommendation of the Legislative committee
12. Discussion and vote to approve Sheriff's office and State's Attorney to investigate allegations made in County Board meetings which include, **A.** Illegally having keys made to Dive Team building **B.** Theft of WEX cards from Dive Team building **C.** Illegal transfer of titles **D.** Threatening an elected official
13. Discussion and vote on the date range for forensic audit of dive team as approved November 2023
14. Committee Reports
15. Chairman Updates
16. Chairman Appointments
17. Correspondence
18. Old Business
19. Payment of claims
20. Public Body Comment
21. Adjournment

Please silence cell phones prior to start of the Board meeting.

Prayer today is given by Board member Clay Hardy

SHELBY COUNTY BOARD MEETING
January 11, 2024 – 7:00 P.M.

Video archive of this meeting can be found at shelbycounty-il.gov under You Tube

The Shelby County Board met on Thursday, January 11, 2024, at 7:00 P.M. in Courtroom A of the Shelby County Courthouse in Shelbyville, Illinois.

Chairman Robert Orman called the meeting to order. The Pledge of Allegiance was said followed by a prayer given by board member Clay Hardy.

County Clerk Jessica Fox called the roll. Boehm, Brands, Mayhall, McCormick, and Tate were absent

Minutes for the December 14, 2023, board meeting were presented for approval. Wallace made motion to approve the minutes. Bennett seconded said motion, which passed by voice vote (15 yes, 0 no).

A vacancy was announced in County Board District #4 due to the resignation of Charles Davis Jr.

Shawne Martz was recommended by the Republican Central committee to fill the vacancy in Shelby County Board District #9. Williams made motion to approve the appointment. Firnhaber seconded said motion, which passed by voice vote (15 yes, 0 no).

Martz was sworn in by Clerk Fox and took his seat on the board.

Zoning Administrator Scott McKee addressed the Board requesting approval for 3 Zoning resolutions as recommended by the Zoning Board of Appeals.

The first resolution was to rezone parcel 1001-19-00-400-018 owned by Chancer, LLC dba Timi's Tours Transportation from Ag to General Business for bus storage and wash center.

Nelson made motion to approve the resolution. Firnhaber seconded said motion, which passed by voice vote (16 yes, 0 no).

Resolution to rezone parcel 2013-17-00-200-025, owned by Kris Metzger, located at 1984 State Hwy 16 to General Business for correction purposes, as this parcel was never rezoned.

Williams made motion to approve the resolution. Nelson seconded said motion, which passed by voice vote (16 yes, 0 no).

The final resolution presented was for a variance for Gary Thompson to construct a residence of approximately 600 square feet.

Firnhaber made motion to approve the variance. Williams seconded said motion, which passed by voice vote (16 yes, 0 no).

At this time, Chairman Orman called for the Highway report.

Michael Tappendorf, County Highway Engineer, requested approval for 2 resolutions, and provided some department updates and the 2022 IDOT MFT compliance reports for Township Bridge, Township MFT, and County MFT.

Tappendorf began his report by giving a recap of 2023. The Highway department is now fully staffed. Many construction projects were completed (Sigel Road, Moweaqua Bridge, general highway maintenance, assist townships, new office equipment purchased, new equipment purchased, 4 million in grants applied for, several projects are planned for 2024 including bridge and roadway reconstruction projects, railroad crossings, small drainage structures and continue with equipment upgrades).

Tappendorf presented a resolution to request \$150,000 in ARPA funds for the purchase of a used grader.

Shelby County Board
January 11, 2024

Firnhaber made motion to approve the resolution. Williams seconded said motion. Discussion was held. Tappendorf is looking for a grader in the price range of \$130,000 - \$180,000. The current grader is a 1984 with over 12,000 hours, the meter quit so it is hard to say how many hours this equipment has. A new grader costs about \$450,000. Rose Township assisted the County by allowing the use of their grader this summer. Cat no longer makes parts for this grader, and they are difficult to find, and repairs are very expensive. If the department is unable to find a used one to purchase, they will need to lease one.

Firnhaber's motion, with Williams second, passed by voice vote (16 yes, 0 no).

A bid letting took place on January 8th for aggregate materials at the Shelby County Highway Department. Various types of rock and gravel were awarded to low bidders; Nokomis Quarry, Mid Illinois Quarry, and Beelman Logistics.

Wallace made motion to approve the aggregate materials bid resolution as presented. Bennett seconded said motion which passed by roll call vote (16 yes, 0 no). Ayes: Amling, Bennett, Brown, Cole, Edwards, Firnhaber, Hardy, Martin, Martz, Morse, Nelson, Orman, Ross, Shuff, Wallace, and Williams. Nay: none.

A letting for culverts, oil and hauling will be held on February 5th at the Shelby County Highway Department.

Tappendorf also presented the 2022 IDOT Motor Fuel Tax compliance reports for township bridge, township MFT, and county MFT.

At this time, Chairman Orman requested the appointment of Angela Miller as Animal Control Administrator.

Nelson made motion to approve the appointment. Firnhaber seconded said motion, which passed by roll call vote (15 yes, 1 no – Wallace). Ayes: Amling, Bennett, Brown, Cole, Edwards, Firnhaber, Hardy, Martin, Martz, Nelson, Orman, Ross, Shuff, and Williams. Nay: Wallace.

The animal control intergovernmental agreement with the Village of Stewardson was pulled so it could be returned to public safety for further review and possible updates.

Upon recommendation of the Public Safety Committee (PSC) Ross made motion to approve a resolution to waive animal adoption fees for Veterans with the appropriate identification per HB 2500. Firnhaber seconded said motion, which passed by voice vote (16 yes, 0 no).

Upon recommendation of the Legislative committee, Williams made motion to amend the Travel Ordinance to exclude reimbursement of tips. Firnhaber seconded said motion, which passed by voice vote (16 yes, 0 no). Finance chair Bennett requested the Clerk put a copy of this ordinance in the claims folder.

Williams made motion to have the Sheriff's office and State's Attorney investigate various allegations made in board meetings during the past few months. Those allegations include, illegally having keys made to the dive team building, theft of Wex fuel cards from the dive team building, illegal transfer of titles, and threatening an elected official. Brown seconded said motion. Discussion was held. Legislative chair Williams asked Sheriff McReynolds some questions about the investigative process once a complaint has been filed. Sheriff McReynolds stated to date the Sheriff's office had received no complaints or information about allegations related to keys being made illegally, the theft of Wex fuel cards from the Dive Team building, illegal transfer of titles, or threats made against an elected official. The Sheriff informed the board, the Illinois State Police has a special investigations unit where citizens can file a complaint against any elected official or government appointee.

Williams withdrew his motion for investigation with the approval of Brown who had seconded initial motion.

Shelby County Board
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Williams made motion to approve a date range for the scope of the forensic of the dive team. Firnhaber seconded said motion. Williams stated in discussions with the board chairman and treasurer it was decided the time for this audit should begin fiscal year 2021 through October 31, 2023. Motion passed by voice vote (13 yes, 3 no – Cole, Morse and Wallace).

Orman called for committee reports.

Finance chair Bennett stated for clarification purposes the county does pay \$36,500 per month to community services for various client services and a total of \$438,000 is budgeted by SCCS for this purpose.

Chairman Orman stated he had received a letter from the Christian County Board Chairman about renegotiating the intergovernmental agreement between Christian and Shelby counties for enhanced 9-1-1 emergency telephone service.

Under old business the ARPA funds report previously emailed to the board was discussed. It was asked if the report could be more specific about projects and if the FOP Grievance risk was an estimated figure. Another question was asked about the Fire Protection District act if those entities are required to have the ability to perform water recovery. The act states they may perform not that they shall perform.

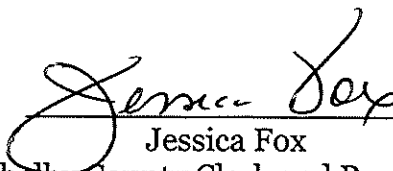
Ross made motion to approve the payment of the monthly claims as reviewed by the respective committees. Firnhaber seconded said motion, which passed by roll call vote (16 yes, 0 no). Aye – Amling, Bennett, Brown, Cole, Edwards, Firnhaber, Hardy, Martin, Martz, Morse, Nelson, Orman, Ross, Shuff, Wallace, and Williams. Nay – none.

At this time Chairman Orman called for Public Body Comment.

Public comments/opinions expressed covered the following topics.

Absence of salaried employee
County Farm
Dive Team
Rescue Squad
Insurance – Dive Team/Rescue
IgA with City
Forensic audit
Accusations of crime

Williams made motion to adjourn until the next regular meeting to be held on February 8, 2024. Nelson seconded said motion, which passed by voice vote (16 yes, 0 no) and the meeting was adjourned at 9:12 P.M.



Jessica Fox
Shelby County Clerk and Recorder

STATE OF ILLINOIS ROLL CALL VOTES IN COUNTY BOARD

SHELBY COUNTY

January 11, 2024 REGULAR MEETING

		ROLL CALL			QUESTIONS									
			1 / 11 / 2024	1 / 2024	Award bids ON MOTIONS TO County	Aggregate	Appt of ON MOTIONS TO Angela Miller	Animal Control Admin	Payment ON MOTIONS TO of Claims		ON MOTIONS TO		ON MOTIONS TO	
COUNTY BOARD MEMBERS	MILEAGE	P.M.	P.M.		AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY
AMLING, CLARK		✓			✓		✓		✓					
BENNETT, MARK	34	✓			✓		✓		✓					
BOEHM, TERESA		A												
BRANDS, CODY	24	A												
BROWN, TIM	41	✓			✓		✓		✓					
COLE, CAROL	0	✓			✓		✓		✓					
EDWARDS, JULIE		✓			✓		✓		✓					
FIRNHABER, MARTHA	0	✓			✓		✓		✓					
HARDY, CLAY	20	✓			✓		✓		✓					
MARTIN, ANNETTE	44	✓			✓		✓		✓					
MARTZ, SHAWNE					✓		✓		✓					
MAYHALL, TAD	14	A												
MCCORMICK, HEATH		A												
MORSE, TIM	0	✓			✓		✓		✓					
NELSON, LORI	54	✓			✓		✓		✓					
ORMAN, ROBERT	34	✓			✓		✓		✓					
ROSS, SONNY	24	✓			✓		✓		✓					
SHUFF, MITCHELL	10	✓			✓		✓		✓					
TATE, DON	40	A												
WALLACE, BRENT	50	✓			✓		✓	✓	✓					
WILLIAMS, JEREMY		✓			✓		✓		✓					

Martz, Shawne
Sworn + Seated

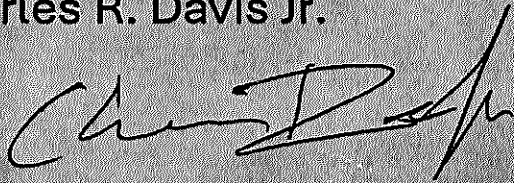
Shelby County IL Board

12/18/23


Please accept this letter as my resignation from the County Board effective immediately.

Sincerely,

Charles R. Davis Jr.



FILED
DEC 18 2023


SHELBY COUNTY CLERK

STATE OF ILLINOIS)
) SS
SHELBY COUNTY)

OFFICIAL OATH

I, **SHAWNE MARTZ**, having been APPOINTED to the office of

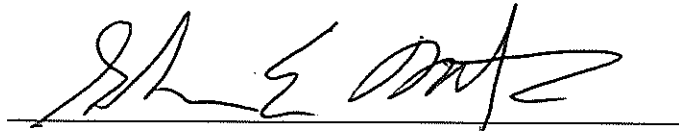
SHELBY COUNTY BOARD DISTRICT #9

for the unexpired term
January 11, 2024 – November 30th, 2024
(to fill the vacancy created by the resignation of David Ogden)

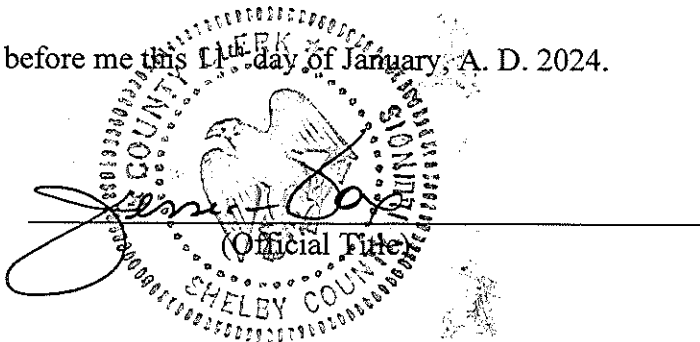
in the County of Shelby, in the State of Illinois, DO SOLEMNLY SWEAR or AFFIRM,
that I will support the Constitution of the United States of America and the Constitution
of the State of Illinois and will faithfully discharge the duties of the office of

SHELBY COUNTY BOARD DISTRICT #9

to the best of my ability.



Signed and Sworn To, or Affirmed before me this 1st day of January, A. D. 2024.



(Official Title)

STATE OF ILLINOIS)
)
County of Shelby)

CERTIFICATION OF APPOINTMENT
SHELBY COUNTY BOARD MEMBER
DISTRICT #9

TO ALL WHOM IT MAY CONCERN:

I, Jessica Fox, County Clerk of the County aforesaid, do hereby certify that

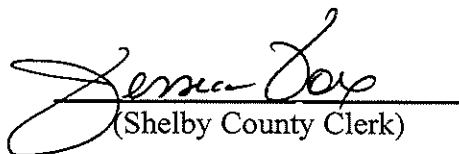
SHAWNE MARTZ

was duly appointed to serve as:

SHELBY COUNTY BOARD MEMBER DISTRICT #9

FOR THE UNEXPIRED TERM January 11, 2024 through November 30, 2024
(vacancy created by the resignation of David Ogden)

Dated: January 11, 2024


(Shelby County Clerk)

Shelby County Zoning
315 1/2 East Main St.
Shelbyville, IL 62565
217-774-5797
Email: shelbyzoning@shelbycounty-il.com

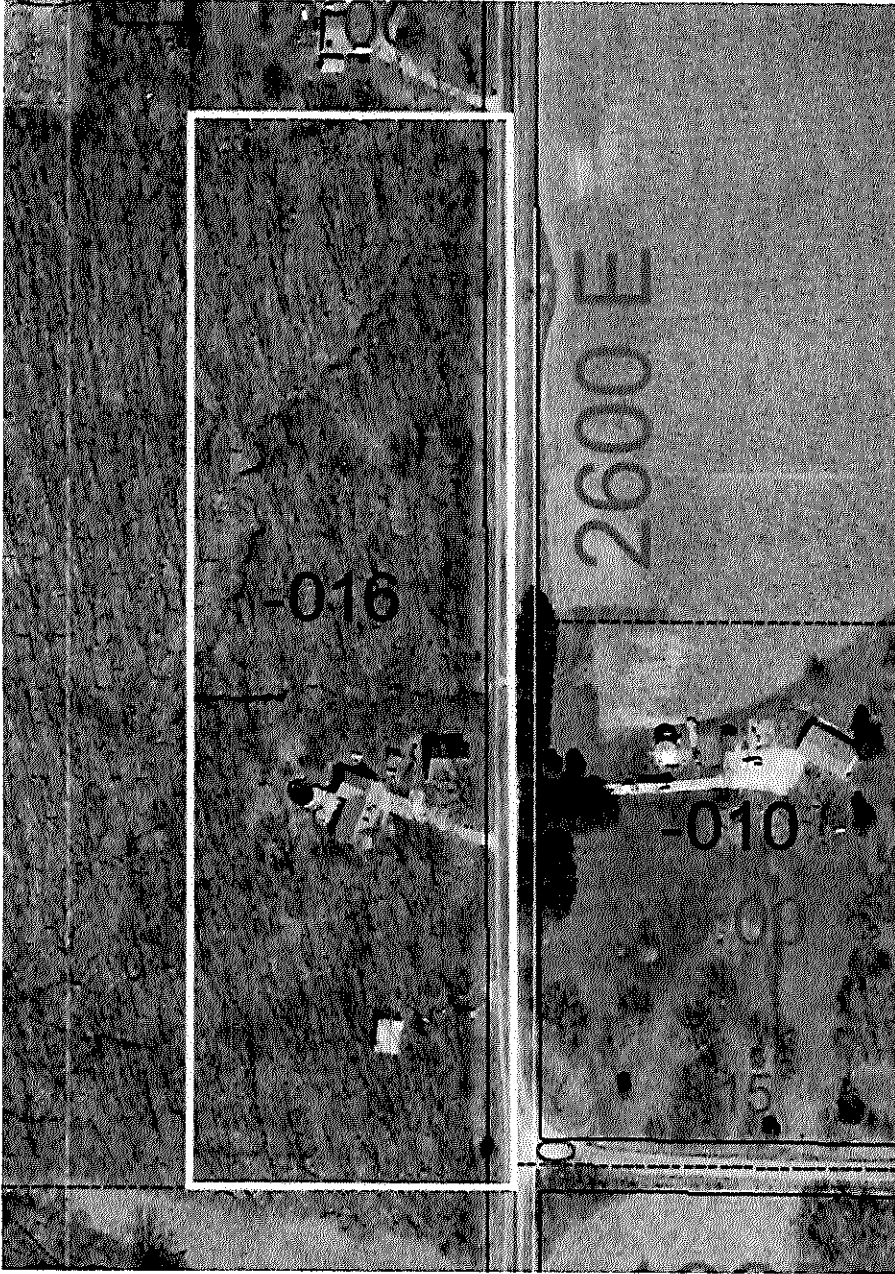
January 4, 2024

Read Ahead for the Shelby County Board Meeting on January 11th, 2024

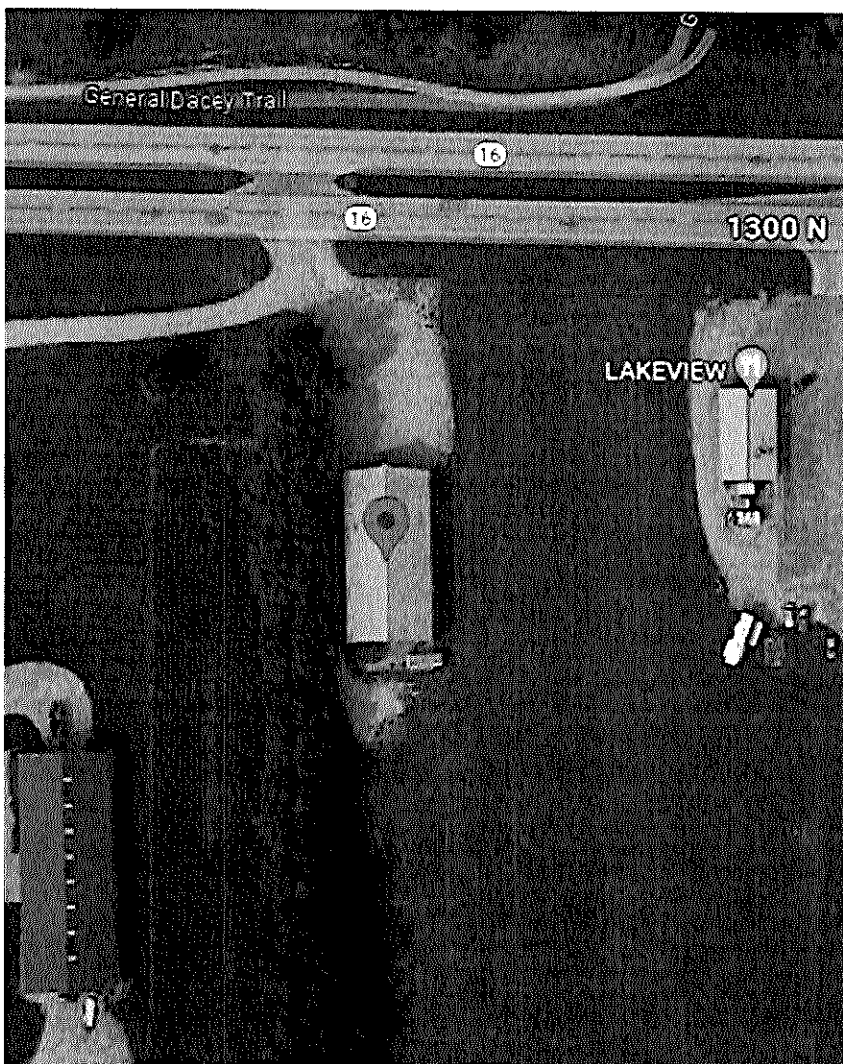
1. An application to rezone parcel # 1001-19-00-400-018 to General Business for the purpose of running a bus storage and wash center. This property is just north of Moweaqua. This has been approved by the Planning Commission and the Zoning Board of Appeals as required by our Zoning Ordinance. During the Planning Commission meeting we had the homeowner to the South, Scott Adamson (2993 North 700 East Road, Moweaqua) attend and ask questions about the noise levels of this proposed facility. A representative of the business, Jack Kaufman, was there to address his concerns to the satisfaction of the homeowner. No other person or entity had concerns or objections at either of the meetings. Picture below. Blue marker is the proposed business site.



2. An application to rezone the old Kris' Power Tumbling building at 1984 State Highway 16 to General Business. Although the building was properly taxed as commercial, this property was never zoned for business. This is a simple correction of that error. This was approved by the



Planning Commission and the Zoning Board of Appeals as required by our Zoning Ordinance. No person or entity has shown concern or objections. Picture below. Red Marker is building.



3. An application for variance was made by Gary Thompson to build a stick-built residence that has less square footage than the minimum requirement of our Zoning Ordinance. The requirement is 900 Square feet. His proposed structure would be approximately 600 Square feet. He currently lives at 1631 N 2300 East Road. His wife passed away and he is looking to downsize. His intention is to sell 5 acres of his property, including his current residence, and build this new home on the remaining 2 acres. This was approved by the Zoning Board of Appeals. Per our Zoning Ordinance, all variances require approval by the County Board. Picture Below, property is surrounded by yellow.

Resolution Number: 2024- 01

Applicants: Chancer, LLC DBA Timi's Tours Transportation

Whereas, a request for a map amendment was made for parcel # 1001-19-00-400-018 to be rezoned from Agriculture to General Business;

Whereas, a hearing with respect to this request concerning the said parcel has been held before the Shelby County Planning Commission on November 16th, 2023, and said Commission recommended approval;

Whereas, a hearing with respect to this request concerning the said parcel has been held before the Shelby County Zoning Board of Appeals on December 28th, 2023, and said Board recommended approval;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the County Board of Shelby County assembled this 11th day of January 2024, that the request for a map amendment for the said parcel is approved.

BE IT FURTHER RESOLVED that the Zoning Administrator is hereby directed to issue a Notice of Approval to the owner of the said parcel.

Duly adopted and approved this 11th day of Jan., 2024.



Robert Orman, Chairman
Shelby County Board

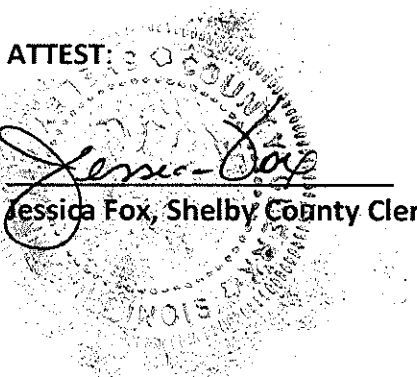
Ayes 16

Nays 0

Abstain 0

ATTEST:


Jessica Fox, Shelby County Clerk



Resolution Number: 2024- 02

Applicants: Kristine Metzger

Whereas, a request for a map amendment was made for parcel # 2013-17-00-200-025, 1984 State highway 16, to be rezoned from Rural Residential to General Business;

Whereas, a hearing with respect to this request concerning the said parcel has been held before the Shelby County Planning Commission on November 16th, 2023, and said Commission recommended approval;

Whereas, a hearing with respect to this request concerning the said parcel has been held before the Shelby County Zoning Board of Appeals on December 28th, 2023, and said Board recommended approval;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the County Board of Shelby County assembled this 11th day of January 2024, that the request for a map amendment for the said parcel is approved.

BE IT FURTHER RESOLVED that the Zoning Administrator is hereby directed to issue a Notice of Approval to the owner of the said parcel.

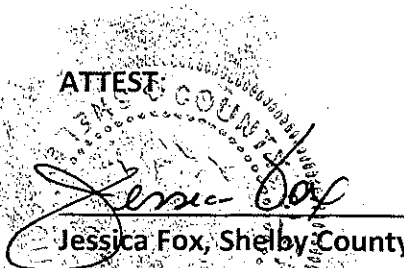
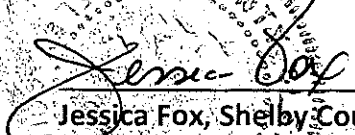
Duly adopted and approved this 11th day of Jan., 2024.


Robert Orman, Chairman
Shelby County Board

Ayes 16

Nays 0

Abstain 0


ATTEST:

Jessica Fox, Shelby County Clerk

Resolution Number: 2024- 03

Applicants: Gary G. Thompson

Whereas, a request was made by Gary G. Thompson for a variance from the 900 square feet minimum ground floor requirement for construction of a new residence on parcel # 2409-29-00-400-016;

Whereas, a hearing with respect to this request has been held before the Shelby County Zoning Board of Appeals on December 28th, 2023, and said Board recommended approval;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the County Board of Shelby County assembled this 11th day of January 2024, that the request for a variance is approved.

BE IT FURTHER RESOLVED that the Zoning Administrator is hereby directed to issue a Notice of Approval for the variance.

Duly adopted and approved this 11th day of Jan., 2024.

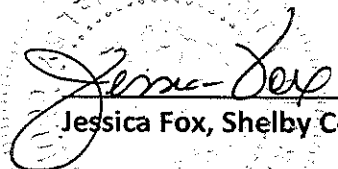

Robert Orman, Chairman
Shelby County Board

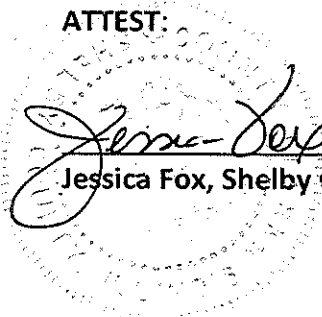
Ayes 16

Nays 0

Abstain 0

ATTEST:


Jessica Fox, Shelby County Clerk



RESOLUTION NO.

2024-04

BE IT RESOLVED, by the County Board of Shelby County, State of Illinois, that Shelby County concurs in the use of 150,000 dollars of ARPA funding to purchase an grader for the Shelby County Highway Department.

**STATE OF ILLINOIS)
COUNTY OF SHELBY) SS**

I Jessica Fox County Clerk in and for said County 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 copy of a RESOLUTION adopted by the County Board of Shelby County at its regular meeting held in Shelbyville Illinois on Jan. 11, 2024.

IN TESTIMONY WHEREOF I have hereunto set my hand and affixed the seal of said County at my office in Shelbyville in said County this 11th day of Jan A.D. 2024.



RESOLUTION NO.

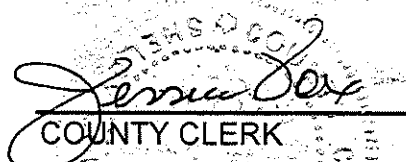
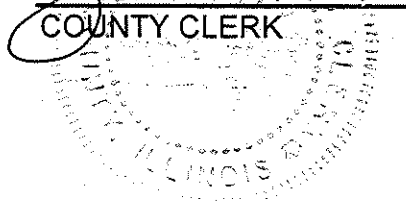
2024.05

BE IT RESOLVED, by the County Board of Shelby County, State of Illinois, that Shelby County concurs in the awarding of a contract for the Plans for Proposed furnishing aggregate to the County. Section 24-00000-00-GM, Shelby County based on their low bid submitted at a letting held January 8th, 2024. See attached bid tabulation for low bidders as corrected for mileage per specifications. The awarded bidder will be highlighted for his/her award amount.

**STATE OF ILLINOIS)
COUNTY OF SHELBY) SS**

I Jessica Fox County Clerk in and for said County 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 copy of a RESOLUTION adopted by the County Board of Shelby County at its regular meeting held in Shelbyville Illinois on Jan. 11, 2024.

IN TESTIMONY WHEREOF I have hereunto set my hand and affixed the seal of said County at my office in Shelbyville in said County this 11th day of Jan. A.D. 2024.


COUNTY CLERK


Illinois Department
of Transportation

County	SHELBY	Date	1-9-2024
Municipality		Time	9:00 AM
Section	24-0000-00-GM	Appropriation	SHELBY CO HWY DEPT
		Attended by	TLK

Proposal Guarantee		Approved Engineer's Estimate	
Terms		Name and Address of Bidders	

Item No. or Group	Items	Delivery	Unit	Quantity	Unit Price	Total	Bidders					Total
							Unit Price	Total	Unit Price	Total	Unit Price	
I	AGG SEAL COAT CA 14 CR STONE	FOB OAUJRRY	TON	600.00	16.75	10,050.00						
		1300N/1600E HWY DEPT										
II	AGG SEAL COAT CA 14 CR STONE OR GRAVEL	FOB OAUJRRY	TON	600.00	16.75	10,050.00						
		3050E/1200N ANGUS LINKS										
III	AGG SEAL COAT CA 14 CA 15 AND CA 16 CR STONE	FOB OAUJRRY	TON	600.00	16.75	10,050.00						
		3050E/150N SIGEL ROAD										
IV	AGG SEAL COAT CA 14 AND CA 15 CR STONE	FOB OAUJRRY	TON	600.00	16.75	10,050.00						
		1980E/360N FANCHER										
V	AGG SEAL COAT CA 14 AND CA 15 CR STONE	FOB OAUJRRY	TON	600.00	16.75	10,050.00						
		500N/200E OCONEE										
VI	AGG SEAL COAT CA 14 AND CA 15 CR STONE	FOB OAUJRRY	TON	600.00	16.75	10,050.00						
		1700N/1550E BOYS CORNER										
VII	AGG SEAL COAT CA 14 AND CA 15 CR STONE	STOCKPILED	TON	600.00	22.00	13,200.00						
		2300N/1000E HARTMANN'S CRN										
							4	1	1	1	1	0

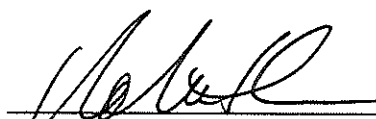
SHELBY COUNTY RESOLUTION 2024- 06

WAIVES ANIMAL ADOPTION FEES FOR VETERANS

WHEREAS, pursuant to 225 ILCS 606/3.20 by HB 2500 which amends the Animal Welfare Act to state that an Animal Control facility shall not charge an adoption fee for a dog or cat if the person adopting the dog or cat presents a current and valid driver's license, Illinois Identification Card, or Illinois Person with a Disability Identification Card with the word "Veteran" printed on its face. Said Animal Control facility may limit the number of dogs or cats adopted from the animal control facility pursuant to this section to one dog or cat each 6-month period.

IT IS HEREBY RESOLVED that the Shelby County Animal Control facility will waive the adoption fee for those Veterans presenting the above required identification.

Approved this 11th day of Jan., 2024.



Robert Orman, Chairman


ATTEST


Jessica Fox
Shelby County Clerk

**SHELBY COUNTY TRAVEL
ORDINANCE
16-03-“O”**

Effective January 1, 2017

AMENDED

October 13, 2022 with updated fee reimbursement

POLICY

Shelby County reimburses employees for certain expenses incurred while conducting company business out of the County in the performance of their duties. These expenses might include but are not limited to conference attendance, educational training, and business meetings. Travel reimbursement for County business related to an individual's job within Shelby County will also be reimbursed with approval from the Department Head. Rates of reimbursement are shown in Appendix A Reimbursement Schedule.

SCOPE

This part shall apply to the following:

- 1) All full and part-time employees of the County;
- 2) Employees are considered anyone who is receiving payroll from Shelby County, whether that be a County Board member, or Elected or Appointed Official;
- 3) This policy does not apply to Independent Contractors

PROCEDURE

If an employee is required to travel on County Business, the following is a list of eligible reimbursable expenses: (All expenses must be pre-approved by the appropriate department head and be in accordance with the domestic meals and incidental expense breakdown per Amendment 109 of the Federal Travel Regulation, effective Jan. 1, 2016)

- * The mileage reimbursement rate shall be the same as the mileage rate recognized by the Travel Regulation Council section 3000.300(f) (2), currently \$0.655
- * Hotel Bills
- * Daily (non-cumulative) per Diem up to \$65.00 (this amount shall be equal to the Federal CONUS rate); this allotment may be prorated up to \$32.50 for partial day travel/attendance
- * Parking fees/tolls
- * Registration fees (if not prepaid)
- * Business related expenses approved by the department head

You must have itemized receipts for all hotel expenses, meals and parking fees, if feasible, as well as a copy of the registration form or event information sheet.

The County will not reimburse for:

- * Expenses for an employee's spouse
- * Alcoholic beverages, Movie rentals, Entertainment type expenses, Cleaning, Traffic or Parking tickets or other personal expenses not listed in the approved reimbursements
- * TIPS

Meal Allowance Reimbursement Policy

- a) The meal allowances specified in Appendix A, Reimbursement Schedule are the maximums allowed by the County Board. The rates should be reviewed periodically and adjusted as necessary.
- b) Breakfast is payable when an employee is on travel status and leaves for County Business at or before 6:00 a.m.
- c) Dinner is payable when an employee is on travel status and arrives back home at or after 7:00 p.m.

All bills must be approved first by the Department Head.

Registrations are usually paid in advance of attending seminars, workshops, Zone meetings or conferences. To receive payment for any reimbursed business expenses, the employee should complete the attached reimbursed Business Expense Form and a Claim for Payment Form and attach all verifying receipts. These forms will then be forwarded to the appropriate committee for payment approval. (Purchasing, Law Enforcement, Health, Road/Bridge)

Appendix A

Reimbursement Schedule

The following rates are effective for Departments under jurisdiction of the County Board

<u>Type of Reimbursement</u>	<u>Rate</u>
<u>Mileage</u>	\$0.67/mile effective 1/1/2024 (Always follows the Federal rate)
<u>Meals</u>	
Breakfast	\$15.00
Lunch	\$20.00
Dinner	\$30.00
<u>Lodging</u>	
Chicago Metro	Federal Rate*
Suburban Cook County	\$200.00
Dupage, Will, Kane, Lake and McHenry Counties	\$175.00
Downstate Illinois –Counties of Champaign, Kankakee, Peoria, McLean, Sangamon, St. Clair, Madison, LaSalle, Rock Island, Tazewell and Winnebago	\$125.00
All other counties	\$110.00
Out- of-state locations	\$125.00

*The maximum reimbursement rate in Cook County is equal to the rate established by the federal government.

Hotels booked for Conferences, Training, Educational Seminars and Conference Staff Training will be reimbursed at the cost of the scheduled event with receipts.

January 5, 2024

NOTICE OF FINANCE COMMITTEE MEETING

The Finance Committee will meet at 4:30 PM on Tuesday, January 9, 2024, in Courtroom B of the Shelby County Courthouse.

Agenda

1. Call to Order
2. Public Body Comment
3. Review and discussion committee policy, if needed.
4. Review claims (invoices) submitted for payment by County Departments from General Fund, Special Fund accounts not reviewed by the Road/Bridge committee and Animal Control Fund not reviewed by their committee.
5. Discussion and vote to make recommendation to County Board for approval to pay claims reviewed by the committee.
6. Adjournment

By Committee Chairman,
Mark Bennett

Road and Bridge Committee Meeting Agenda January 8th, 2024

Date and Time of meeting: Monday January 8th, 2024 3:00 pm

Location of Meeting: Shelby County Highway Department
1590 State Highway 16
Shelbyville, Illinois 62565

Roll Call: Tim Brown, Clay Hardy, Mitchell Shuff, Brent Wallace, Mark Bennett

Public Body Comment –

Approval of Minutes from previous meeting – December 8th, 2023

Engineers report –

Maintenance Department Update –

Presentation of Compliance reports for Township Bridge, Township MFT, County MFT.

Discussion of Personnel Matters

Approval of Resolution For Request for ARPA funds for purchase of Grader.

Approval of Bids for Excavator for bid.

Approval of Bids for Aggregate for County.

Approval of Bids for Aggregate for Townships.

Approval of LATCF funds for purchase of computers, software and other equipment

Approval of Claims –

Approval of CPCA

Adjournment: Next Scheduled Meeting will be February 5th, 2024 @ 3:00 pm

Attached is an agenda for the road and bridge committee meeting for Monday. Let me know if you have any questions.

Jessica, below is a list of resolutions and approvals that we will be presenting at the meeting as well as at the County Board meeting.

Approval of Resolution For Request for ARPA funds for purchase of Grader.

Approval of Bids for Excavator for bid.

Approval of Bids for Aggregate for County.

Approval of Bids for Aggregate for Townships.

Thank you,

Michael Tappendorf, P.E.
Shelby County Engineer
Phone:(217) 774-2721
Email: shelbycohwy@shelbycounty-il.gov

From: Shelby County Highway - Michael Tappendorf
Sent: Thursday, December 7, 2023 10:37 AM
Cc: Shelby County Highway Admin - Wendy Gregory <shelbycohwyadmin@shelbycounty-il.gov>; Shelby County Clerk - Jessica Fox <shcoclerk@shelbycounty-il.gov>; Shelby County Highway Tech - Cameron Spesard <tech1@shelbycounty-il.gov>
Subject: Agenda Items for Dec 8th committee meeting

All:

Attached is a draft agenda for everyone's review. Let me know if you have anything to add to it?

I will not be in attendance of the meeting as I will be in a training for bridge inspection in Springfield.

Let me know if you have any questions prior to the meeting.

Thank you,

Michael Tappendorf, P.E.
Shelby County Engineer
Phone:(217) 774-2721
Email: shelbycohwy@shelbycounty-il.gov

Shelby County Board Legislative Committee Agenda

12/7/23

Courtroom A-5:00pm

Committee Chairman – Jeremy Williams called the meeting to order at 5:03 pm

1. Roll Call – committee members present – Julie Edwawrds, Heath McCormick, Cody Brands, Martha Firnhaber, Jeremy Williams

Jeremy called on Heather Wade – requested that the Legislative Committee send draft policies to department heads for review prior to passing committee to send to the full board. She specifically brought up the WiFi streaming issue. Not saying that policies are not needed but just asking to be a part of the conversation. Some department heads already have policies in place and we are passing policies that may not be the same. Give department heads a chance to provide feedback as to why they do what they do. Martha mentioned efforts have been made to communicate with emails sent and one out of five people responded. Jeremy agrees policy drafts could go to the Clerk to be sent to all department heads for review prior to committee voting to send to board. Heather's concerns heard. As for employees, they may like it better coming from their dept head than a committee. Judge Harlow added the goal should be having everyone on the same page. If there is an assumption court governance offices do not interact with county government and they do. She brought up there being three court computers that run on WiFi for defendants, etc. when they need. Court transcription is all digital and run by WiFi. Zoom meeting computers run on WiFi. She needs stronger WiFi than what we currently have as it is a work around. Probation has some policies that are recertified annually by the state and it could possibly be a policy worth review and use by the county as a whole. Some examples – travel, sexual harassment, discrimination. Judicial/court services side is under very strict state requirements. Communicating with them could help the board be better policy makers. Cody – brought up that the committee meetings are where discussion is started how discuss with the Judge first. Discussion about which comes first – committee discussions or discussions outside and Cody mentioned not wanting to appear to be doing business behind closed doors. Judge mentioned having discussions and education about how it affects others. Jeremy mentioned asking Clerk to send agenda and drafts out to department heads ahead of time and Heather mentioned agendas are sent but not drafts. Drafts can be sent.

FILED
JAN 04 2024

Jamie Cox

SHELBY COUNTY CLERK

2. **Recommendation to Full County Board to have Mytec block usage of video streaming services from County WiFi - no updates on this - no action taken**
3. **Discussion and vote on edits/amendments to Shelby County Travel Policy - Jeremy thinks it needs a few tweaks. Julie - question - asked about tipping not being mentioned in the policy. Tipping needs to be added to those items not reimbursable. Page 4 Appendix A - old version can be removed. Julie moved - Heath seconded to make these changes and send to Jessica to send to Finance for review and to all dept heads for review. Discussion in January meeting to send to full board after feedback. All in favor - unanimous - no nay.**
4. **Discussion and vote on County Fuel Policy - discussion had regarding item #2 and "the vehicle being filled" and better defining what that means. Heath brought up the Dive Team and possibly using the airport for boats to avoid using ethanol. Cody is working with Michael Tappendorf and the pumps out there and what needs to be done to track. Gas pump at highway can be tracked electronically and diesel pump does not right now but it is being worked on.**
5. **Discussion and vote on County Records Policy - Jeremy mentioned a law changed regarding Clerk no longer needs to keep notary records per Jessica. Cody mentioned the delay in the audit is partly due to the decentralization of record keeping in various departments and we need to get to centralization. Taking no action this meeting.**
6. **Discussion and vote on County Time Keeping Policy - Heath thinks we need a policy regardless of whether paper or electronic time keeping. Martha mentioned requesting info from CIRMA for sample Time Keeping language. Jeremy made some notes on the bottom of the draft for specific feedback we would like to have from dept heads and the draft will be requested to be sent to the dept heads.**
7. **Discussion and vote on recommendation to full board to request Sheriff's Office to investigate various allegations made in county board meetings**
8. **Discussion and vote on recommendation to full board to approve County Vehicle Title Policy - Heath likes as written. Jeremy read the draft. Martha mentioned this being important for insurance record keeping. Heath moved to send to full board for approval. Martha seconded. All in favor - unanimous. No nay. Passed.**
9. **Public Comment Debbie Dunaway mentioned Sec. of State comes to her dept to approve of docs that can be destroyed.**

Liz Ragan - as employee she would like to have good communication with board members. Feels there could be better communication from board regarding what policies will be enforced. She feels time keeping policy should pertain to all employees regardless of elected, appointed, etc.. She does not want animosity and wants everyone to work better together.

Tricia Miller – listed to Judge and Heather – agendas being posted 48 hours in advance can cause constraints with dept head and employee time to review and make contacts. She thinks an agenda being released early for review. Department heads do not answer to the board. She mentioned that board members go out with elections and policies can be changed every four years. Board members come and go and elected officials do not.

Jake Cole thought Judge gave a great explanation and didn't know why we were not on the same page. Julie and Martha said we are on the same page and Jake said Cody was not.

10. Approval of 10/17/23 Minutes – Heath moved to accept. Cody seconded. All in favor – unanimous. No – nay. Passed.

11. Approval of Tonight's Minutes – no action will address in January.

12. Adjournment – Julie moved to adjourn, Jeremy seconded. All in favor – aye, no nay. Meeting adjourned at 6:08 pm.

Public Safety Committee Meeting
Thursday, January 4, 2024, 6:00pm
Shelby County Courthouse, Courtroom A

AGENDA:

1. Call to Order
2. Roll Call
3. Discussion and vote to amend PSC Rules/Job Description
4. Discussion and vote on Vice Chair and Secretary for Public Safety Committee, PSC rules
5. Review, Discussion and vote to recommend to full board Animal Control Part Time employee pay and hours change to follow new state law, Paid Leave for All Workers Act (820 ILCS 192/1), Lori Nelson
6. Discussion and vote to amend Animal Control fees schedule Resolution 2023-06 to align with HB 2500-
(Animal control facilities may not charge an adoption fee for dogs or cats if the person presents a valid ID or Illinois Person with a disability card with the word "veteran" printed on its face.)
7. Discussion and vote to rescind Administrator VET job description- Lori Nelson
8. Discussion and vote on tabled item to recommend to full board- Deputy Administrator job description
9. Discussion and vote to recommend to full board sending Press Release of AC Admin Non- Vet part time job opening available
10. Discussion and vote to recommend to full board Animal Control topper "quote" from Jones Trailer Co.
11. Discussion and vote on other sources for AC training, Julie Edwards
12. Discussion and vote to recommend to full Board to declare Rescue Squad 1981 International Truck as surplus, Cody Brands
13. Discussion and vote to recommend to full Board UTZ proposal, Cody
14. Discussion and vote to Approve Animal Control bills and send to Finance Committee, per PSC Rules.
15. Sheriff Dept. Updates
16. EMA Dept. Updates
17. Dive Team Updates
18. Animal Control Updates
19. Old Business
20. New Business
21. Public Comment
22. Reading of minutes, discussion and vote to approve minutes
23. Adjournment

Shelby County Clerk - Jessica Fox

From: Shelby County District 11 - Carol Cole
Sent: Tuesday, December 19, 2023 9:23 AM
To: Shelby County Board Chair - Bobby Orman
Cc: Shelby County Clerk - Jessica Fox
Subject: farm committee

Bobby Orman, Shelby County chairman of the board and Jessica Fox, Shelby County Clerk

I am resigning my position as chair person of the County Farm Committee, effective December 19, 2023.

Carol Cole

FILED
DEC 20 2023
Jessica Fox
SHELBY COUNTY CLERK

Christian County Board
Bryan W. Sharp
County Board Chairman

P.O. Box 647
Taylorville, Illinois 62568
217-824-4011
OFFICE
ccboard@christiancountvil.com

December 19, 2023

Mr. Robert Orman
Shelby County Board Chairman
301 East Main
Shelbyville, Illinois 62565

RE: NOTICE OF DESIRE TO RENEGOTIATE THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF CHRISTIAN AND THE COUNTY OF SHELBY FOR ENHANCED 9-1-1 EMERGENCY TELEPHONE SERVICE

Dear Mr. Orman,

At the direction of the Christian County Board, please consider this letter notice of desire to renegotiate the current Intergovernmental Agreement between the County of Christian and the County of Shelby for Enhanced 9-1-1 Emergency Telephone Service, hereinafter referred to as "the Agreement", dated June 21, 2016.

The Agreement had an original effective date as of January 1, 2017, with an initial term of five (5) years, with renewal for successive one year periods thereafter. This notice should be considered notice of intent on our part to terminate the Agreement, pursuant to Section 3 thereof, on January 1, 2025 in the event we are unable to reach a new agreement prior thereto.

I would like to schedule a meeting as soon as January 2024. I look forward to hearing from you.

Sincerely,


Bryan Sharp, Chairman
Christian County Board

Cc: Dan Bland, 911 Chairman
Kim Curl, 911 Director

FILED
DEC 27 2023


Jennie Cox
SHELBY COUNTY CLERK

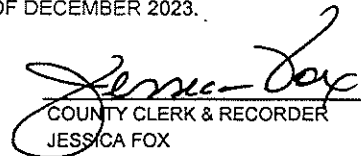
COUNTY CLERK RECORDER REPORT
FOR PERIOD OF
DECEMBER 2023

COUNTY FUNDS

RECORDING FUNDS ON HAND balance from last month	\$29,038.50
RECORDING	\$19,251.00
IL REAL ESTATE TRANSFER TAX	\$17,324.00
COUNTY REAL ESTATE TRANSFER TAX	\$8,662.00
VITAL CERTIFIED COPIES	\$908.00
XEROX COPIES	\$807.00
MARRIAGE LICENSE	\$425.00
DOMESTIC VIOLENCE FUND 5 Dec. marriage licenses @ \$5.00 EA	\$25.00
TAX REDEMPTION	\$2,364.73
MISCELLANEOUS	\$150.00
CHARGE PAYMENTS	\$606.00
TOTAL RECEIPTS	\$50,522.73
RECEIPTS PLUS BEGINNING BALANCE	\$79,561.23
TRANSFERRED TO COUNTY TREASURER	\$19,777.00
RHSP TO STATE	\$3,564.00
IL TRANSFER TAX PAYMENT for previous month	\$5,598.50
IDPH 13 NOVEMBER DEATH CERTS @ \$4 EA	\$52.00
DOMESTIC VIOLENCE FUND 8 NOV MARR. LIC. @ \$5 EA	\$40.00
TOTAL PAYMENTS	\$29,031.50
ENDING BALANCE for Funds on Hand December 31, 2023	\$50,529.73
TOTAL	\$79,561.23
FUNDS ON HAND	
BANK CHECKING ACCT DECEMBER 31, 2023	\$43,939.48
CASH ON HAND DECEMBER 31, 2023	\$6,590.25
TOTAL ending balance	\$50,529.73

I, JESSICA FOX, COUNTY CLERK & RECORDER, DO HEREBY CERTIFY THAT THIS IS A TRUE REPORT OF THE MONIES RECEIVED AND TRANSACTIONS OF THE OFFICE OF SHELBY COUNTY CLERK & RECORDER FOR THE PERIOD OF DECEMBER 2023.

DATED: JANUARY 9, 2024



COUNTY CLERK & RECORDER
JESSICA FOX

GIS

276	doc @	\$1.00	\$276.00	Treasurer ck #3578
276	doc @	\$17.00	\$4,692.00	Treasurer ck #3579

EARNINGS

276	doc @	\$18.00	\$4,968.00	Treasurer ck #3580
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FEES

	BALANCE OF FEES		\$10,275.73	Treasurer ck #3581
	IL TRANSFER TAX		\$17,324.00	ACH pmt 1/9/2024 \$17,414.00 including a 12/29/2023 voided declaration
	CO TRANSFER TAX		\$8,662.00	Treasurer ck #3583
228	doc @	\$18.00	\$4,104.00	RHSP ACH pmt 1/4/2024
228	doc @	\$0.50	\$114.00	Treasurer ck #3584
228	doc @	\$0.50	\$114.00	County Clerk
TOTAL			\$50,529.73	

DECEMBER DEATH CERTS 13 @ \$4 = \$52.00

Prepared by Angie Bricker Date 1-9-2024

FILED

JAN 09 2024


SHELBY COUNTY CLERK