

September 9, 2025

SHELBY COUNTY BOARD MEETING AGENDA
September 11, 2025 – 7:00 P. M.
COURTROOM A-Shelby County Courthouse, Shelbyville, IL

1. Call to Order – Pledge of Allegiance - Prayer
2. Moment of Silence
3. Roll Call
4. Discussion and vote to approve board minutes from the August 14, 2025
5. Public Body Comment
6. Kenzie Stewart, Manager Shelby County Farm Bureau – Discussion and vote to approve Allies in Agriculture resolution
7. County Highway Engineers Report (Michael Tappendorf) – Highway Engineer's Report; Discussion and vote to approve the following items:
 - A. Supplemental Engineering Agreement with HLR Engineering for structure 087-3198 over Richland Creek in Clarksburg Township on TR 313, estimated costs \$45,000
 - B. Engineering Agreement with Gonzalez Engineering for structure 087-3069 over Sorghum Branch Creek in Flat Branch Township on TR 49, estimated costs \$70,500
 - C. Permit Fee Schedule
 - D. Authorization to utilize Oxcart Permitting System
 - E. Begin the bid process (pending results of grant application) for repairs on the Findlay Bridge Bearings (structure 087-3001)
8. Closed session of the County Board pursuant to 5 ILCS 120/2 (C-11) Pending Litigation
9. Discussion and vote to engage the law firm of Klein, Thorpe, and Jenkins, Ltd. To assist with the preparation, negotiation, review, and revision of road use agreements for solar and wind farm projects in Shelby County
10. Discussion and vote to participate in the Secondary Manufacturers National Opioid Settlement and Purdue Bankruptcy Plan
11. Discussion and vote to approve a resolution in support of CEFS and the Federal Program services CEFS provides to the residents of the County
12. Discussion and vote to approve the proposed budget amendments and appropriation transfers in the CEFS budget to fund the PCOM position
13. Discussion and vote to approve the surplus (for disposal) of a 2003 Falcon F360 rigid hull inflatable boat (HIN: UA-QRK30889L203) due to separated seam that cannot be repaired
14. Discussion and vote to approve the resolutions to transfer parcels from the County of Shelby, as Trustee to the new owners as listed:
0723-16-14-304-010 to Stone Way LLC, Valeria Espinoza for \$2,100.00
0723-16-14-312-006 to Piggy Bank Investment Properties, LLC for \$2,523.00
1208-03-05-112-007 to the Village of Findlay for \$809.00
15. Committee Reports
16. Chairman Updates & Correspondence
17. Chairman Appointments –
Jolene Beyers – Commissioner of Oconee Drainage Dist. Trustee (3-year term)
Joshua Culumber – Commissioner of Combined Drainage District #2 Town of Tower Hill (3-year term)
L. Curtis Corzine – Commissioner of Union Drainage District #1 Townships of Flat Branch and Assumption (3-year term)
Peter Dove – Commissioner of Combined Clarksburg and Shelbyville Townships Drainage District #1 (3-year term)
Michael Wheeler – Commissioner of Combined Clarksburg and Shelbyville Townships Drainage District #1 (2-year term)

Tammi Kull - Mental Health "708" Board to replace Robyn Carswell who resigned
term to expire 1/31/2028

John Weber – Airport and Landing Fields Commission to replace Paul Canaday
who resigned term to expire 6/30/2028

18. Old Business

19. Approve payment of claims

20. Public Body Comment

21. Adjournment

Prayer this month given by board member Gene Price

**Please silence cell phones during the Board meeting **

SHELBY COUNTY BOARD MEETING
September 11, 2025 – 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, September 11, 2025, at 7:00 P.M. in Courtroom A of the Shelby County Courthouse in Shelbyville, Illinois.

Chairman Tad Mayhall called the meeting to order. All present recited the Pledge of Allegiance. Board member Gene Price gave the prayer.

A moment of silence was held in remembrance of September 11.

County Clerk Jessica Fox called the roll. Boehm, Edwards, Hardy, McCormick, and Mitchell were absent.

Minutes for the August 14, 2025, board meeting were presented for approval. Yantis made motion to approve the minutes. Matlock seconded said motion, which passed by voice vote (17 yes, 0 no).

Chairman Mayhall called for public body comment.

Erica Firnhaber spoke about the pay increases the board had approved for the county employees and acknowledged board member Brown was the only member to vote against these pay increases.

Martha Firnhaber spoke about electioneering in the county clerk's office and criticized the board for their frequent complaints about the treasurer's investment of county money.

Kenzie Stewart, Shelby County Farm Bureau manager requested approval from the board for an Allies in Agriculture resolution. Price made motion to approve the resolution. Matlock seconded said motion, which passed by voice vote (17 yes, 0 no).

At this time, Chairman Mayhall called for the County Highway report.

County Engineer Michael Tappendorf requested approval for the following items:

- A. Supplemental Engineering Agreement with HLR Engineering for structure 087-3198 over Richland Creek in Clarksburg Township on TR 313, estimated costs \$45,000
- B. Engineering Agreement with Gonzalez Engineering for structure 087-3069 over Sorghum Branch Creek in Flat Branch Township on TR 49, estimated costs \$70,500
- C. Permit Fee Schedule
- D. Authorization to utilize Oxcart Permitting System
- E. Begin the bid process (pending results of grant application) for repairs on the Findlay Bridge Bearings (structure 087-3001)

Wallace made motion to approve the items presented by Tappendorf. Morse seconded said motion, which passed by roll call vote (17 yes, 0 no). Ayes: Brown, Cole, Grant, Gregg, Matlock, Mayhall, Miller, Morse, Price, Pritchard, Ross, Syfert, Tate, Wafford, Wallace, Wood, and Yantis. Nay: none.

Tappendorf stated that A was around the Hidden Springs area. It was started years ago by a former Highway Engineer but was stopped due to lack of a county engineer. The bridge in Flat Branch is weight posted. Both agreements will be paid from the Township Bridge fund, and the county will be reimbursed 100% for the cost. The permitting fee schedule will help recoup the costs of Tappendorf or his team to go out and review these permitting requests. Oxcart permitting system is used by several area counties and Tappendorf just wants to replicate what is going on around us. Some areas of the Findlay Bridge need some attention as some parts are rusty. Everything is stable and safe, but this bridge was constructed in 1966 and needs some bearing repair.

At this time Ross made motion to enter Closed Session pursuant to 5 ILCS 120/2 (C-11) pending litigation. Pritchard seconded said motion, which passed by roll call vote (16 yes, 1 no – Brown). Ayes: Cole, Grant, Gregg, Matlock, Mayhall, Miller, Morse, Price, Pritchard, Ross, Syfert, Tate, Wafford, Wallace, Wood, and Yantis. Nay: Brown.

CLOSED SESSION OF THE COUNTY BOARD

The Closed Session was ended at 7:42 PM, the doors were opened, and spectators could return to the meeting.

There was no action taken in closed session.

Price made motion to re-enter open session. Tate seconded said motion, which passed by roll call vote. (17 yes, 0 no). Ayes: Brown, Cole, Grant, Gregg, Matlock, Mayhall, Miller, Morse, Price, Pritchard, Ross, Syfert, Tate, Wafford, Wallace, Wood, and Yantis. Nay: none.

Price made motion to approve engaging the law firm of Klein, Thorpe, and Jenkins LTD. to assist with the preparation, negotiation, review, and revision of road use

Shelby County Board Meeting
September 11, 2025

agreements for solar and wind farm projects in Shelby County. Yantis seconded said motion, which passed by roll call vote (17 yes, 0 no). Ayes: Brown, Cole, Grant, Gregg, Matlock, Mayhall, Miller, Morse, Price, Pritchard, Ross, Syfert, Tate, Wafford, Wallace, Wood, and Yantis. Nay: none.

Ross made motion to participate in the Secondary Manufacturers National Opioid Settlement and Purdue Bankruptcy Plan. Wood seconded said motion, which passed by voice vote (17 yes, 0 no).

Matlock made motion to approve a resolution in support of CEFS and the Federal program services CEFS provides to the residents of the county. Miller seconded said motion, which passed by voice vote (17 yes, 0 no). A listing of the various programs is attached to these minutes.

Matlock made motion to approve the budget amendments and appropriation transfers in the CEFS budget to fund the PCOM position. Pritchard seconded said motion, which passed by roll call vote (17 yes, 0 no). Ayes: Brown, Cole, Grant, Gregg, Matlock, Mayhall, Miller, Morse, Price, Pritchard, Ross, Syfert, Tate, Wafford, Wallace, Wood, and Yantis. Nay: none.

Wallace made motion to approve the surplus and disposal of a 2003 Falcon F360 rigid hull inflatable boat (HIN: UA-QRK30889L203) due to a separated seam that cannot be repaired. Price seconded said motion, which passed by voice vote (17 yes, 0 no).

Tate made motion to approve the resolutions to transfer parcels from the County of Shelby, as trustee to the new owners as listed:

0723-16-14-304-010 to Stone Way LLC, Valeria Espinoza for \$2,100.00
0723-16-14-312-006 to Piggy Bank Investment Properties, LLC for \$2,523.00
1208-03-05-112-007 to the Village of Findlay for \$809.00

Matlock seconded said motion, which passed by roll call vote (17 yes, 0 no). Ayes: Brown, Cole, Grant, Gregg, Matlock, Mayhall, Miller, Morse, Price, Pritchard, Ross, Syfert, Tate, Wafford, Wallace, Wood, and Yantis. Nay: none.

Chairman Mayhall called for committee reports.

Ross stated he sits on the Regional Office of Education committee and has copies of their annual reports if anyone would like one.

Continuing with Chairman updates and correspondence, Mayhall reported a recent meeting between himself, board member Jeff Gregg, and representatives from Consociate, about Health Insurance rates, which led to discussion about some cost containment opportunities the county will be exploring in conjunction with Consociate to aid in helping the cost of the County's health insurance. A conversation was held with Lauterbach and Amen and Sikich about the 2023 audit. Sikich has handed off the pre-audit work so the 2023 audit can be completed. Sikich will now be engaging for 2024. An extension has been requested for both the 2024 and 2025 audits. Both firms have been very helpful with the frequent check ins from IDOT about the status of the county audits. Several board members are engaged in working on the fiscal year 2026 budget process with the department heads. The intent is to bring the budget to the board at the October meeting in hopes of getting it approved at November's board meeting.

Mayhall requested the following appointments.

Jolene Beyers – Commissioner of Oconee Drainage Dist. Trustee (3-year term)
Joshua Culumber – Commissioner of Combined Drainage District #2 Town of Tower Hill (3-year term)
L. Curtis Corzine – Commissioner of Union Drainage District #1 Townships of Flat Branch and Assumption (3-year term)
Peter Dove – Commissioner of Combined Clarksburg and Shelbyville Townships Drainage District #1 (3-year term)
Michael Wheeler – Commissioner of Combined Clarksburg and Shelbyville Townships Drainage District #1 (2-year term)
Tammi Kull - Mental Health "708" Board to replace Robyn Carswell who resigned, term to expire 1/31/2028
John Weber – Airport and Landing Fields Commission to replace Paul Canaday who resigned, term to expire 6/30/2028

Chairman Mayhall did clarify under old business that the FY 2022 audit was completed, and the audit currently being worked on is 2023, with pre-audit work to begin on 2024 by Sikich.

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September 11, 2025

Ross made motion to pay the claims as reviewed by the committees. Gregg seconded said motion, which passed by roll call vote (17 yes, 0 no). Ayes: Brown, Cole, Grant, Gregg, Matlock, Mayhall, Miller, Morse, Price, Pritchard, Ross, Syfert, Tate, Wafford, Wallace, Wood, and Yantis. Nay: none.

Board Chairman Mayhall again called for public body comment.

Public Body Comments/Opinions expressed are summarized as follows:

Questions were asked about a meeting held between the Treasurer, Chairman Mayhall and a local bank President and whether this information would be shared with the board, as this should have been a public meeting and not a private one, according to the commenter

It was asked if any efforts had been made to the \$74,030 money paid to former ASA Ambroziak as a severance agreement

The board was told the public deserves answers when questions are asked during public body comment

There was no further business to come before the Shelby County Board.

Ross made motion to adjourn until the next regular meeting to be held on October 9, 2025. Cole seconded said motion, which passed by voice vote (17 yes, 0 no) and the meeting was adjourned at 8:07 P. M.



Jessica Fox
Shelby County Clerk and Recorder

STATE OF ILLINOIS		ROLL CALL VOTES IN COUNTY BOARD													
SHELBY COUNTY															
Sept. 11, 2025 REGULAR MEETING															
		ROLL CALL			QUESTIONS										
			9 / 11 / 2025	/ / 2025	County Hwy ON MOTIONS TO Items		Enter ON MOTIONS TO Closed	Session	Re-enter ON MOTIONS TO Open	Session	Road use ON MOTIONS TO agreement	law firm - Engage -	Amend ON MOTIONS TO CEFS	Budget	
COUNTY BOARD MEMBERS		MILEAGE	P.M.	P.M.	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY	
	BOEHM, TERESA		A												
	BROWN, TIM	41	✓		✓			✓	✓		✓		✓		
	COLE, CAROL	0	✓		✓		✓		✓		✓		✓		
	EDWARDS, JULIE														
	GRANT, CHRISSY		✓		✓		✓		✓		✓		✓		
	GREGG JEFF	0	✓		✓		✓		✓		✓		✓		
	HARDY, CLAY	20	A												
	MCCORMICK, HEATH		A												
	MATLOCK, CHRISTINE		✓		✓		✓		✓		✓		✓		
	MAYHALL, TAD	14	✓		✓		✓		✓		✓		✓		
	MILLER, TRICIA		✓		✓		✓		✓		✓		✓		
	MITCHELL, JAMES		A												
	MORSE, TIM		✓		✓		✓		✓		✓		✓		
	PRICE, GENE	0	✓		✓		✓		✓		✓		✓		
	PRITCHARD, AUSTIN		✓		✓		✓		✓		✓		✓		
	ROSS, SONNY	24	✓		✓		✓		✓		✓		✓		
	SYFERT, LARRY		✓		✓		✓		✓		✓		✓		
	TATE, DON	40	✓		✓		✓		✓		✓		✓		
	WAFFORD, CHRISTY		✓		✓		✓		✓		✓		✓		
	WALLACE, BRENT	50	✓		✓		✓		✓		✓		✓		
	WOOD, JUDY		✓		✓		✓		✓		✓		✓		
	YANTIS, CHAD	34	✓		✓		✓		✓		✓		✓		

STATE OF ILLINOIS					ROLL CALL VOTES IN COUNTY BOARD									
SHELBY COUNTY														
Sept. 11, 2025 REGULAR MEETING														
		ROLL CALL			QUESTIONS									
			/ /2025	/ /2025	Parcel ON MOTIONS TO Transfer		Payment of ON MOTIONS TO Claims		ON MOTIONS TO		ON MOTIONS TO		ON MOTIONS TO	
COUNTY BOARD MEMBERS		MILEAGE	P.M.	P.M.	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY
	BOEHM, TERESA													
	BROWN, TIM	41			✓		✓							
	COLE, CAROL	0			✓		✓							
	EDWARDS, JULIE													
	GRANT, CHRISSY				✓		✓							
	GREGG JEFF	0			✓		✓							
	HARDY, CLAY	20												
	MCCORMICK, HEATH													
	MATLOCK, CHRISTINE				✓		✓							
	MAYHALL, TAD	14			✓		✓							
	MILLER, TRICIA				✓		✓							
	MITCHELL, JAMES													
	MORSE, TIM				✓		✓							
	PRICE, GENE	0			✓		✓							
	PRITCHARD, AUSTIN				✓		✓							
	ROSS, SONNY	24			✓		✓							
	SYFERT, LARRY				✓		✓							
	TATE, DON	40			✓		✓							
	WAFFORD, CHRISTY				✓		✓							
	WALLACE, BRENT	50			✓		✓							
	WOOD, JUDY				✓		✓							
	YANTIS, CHAD	34			✓		✓							

SHELBY COUNTY BOARD RESOLUTION

In support of Shelby County Agriculture

2025-34

WHEREAS, Illinois is home to more than 71,000 farms, 96% of which are family-owned and a third of which include livestock.

WHEREAS, Shelby County accounts for 1,199 of those farms.

WHEREAS, those farm properties account for 359,447 acres.

WHEREAS, agriculture supports 2,150 jobs which accounts for an estimated 26 percent of total jobs in the county.

WHEREAS, agriculture and related industries generate total sales or output estimated at \$335 million.

WHEREAS, farm property provides 50.6 percent of taxable value, which provides services to residents.

WHEREAS, Illinois farmers support the food security of our citizens. The international pandemic displayed the importance of American food systems, processing and supply chain weaknesses.

WHEREAS, new livestock development accounts for additional jobs creating additional economic growth within the county.

WHEREAS, farmers are dedicated to caring for their animals in ways that also benefit the land. Using tools and technology to better manage soil nutrients, water runoff and air quality on the farm, farmers are using fewer natural resources and reducing their carbon footprint while producing more food.

WHEREAS, farmland is a finite resource that is vital to agriculture, food production, and the economic well-being of our county.

WHEREAS, farmers in Illinois face multiple layers of regulation involving state and federal agencies providing a comprehensive, robust regulatory program for all farms including those raising livestock.

WHEREAS, data and information from state regulatory agencies demonstrates environmental issues from agriculture are an extremely rare occurrence.

WHEREAS, the county recognizes the value agriculture contributes to our county and that the rural way of life is the backbone of our country. Efforts should be made to accommodate future success of the rural community.

SHELBY COUNTY BOARD RESOLUTION
In support of Shelby County Agriculture

2025- 34

NOW, THEREFORE, the Shelby County Board acknowledges and supports agriculture within our county. The jobs created, taxes generated, technologies embraced and environmental practices implemented by farmers make agriculture a valuable industry within our county.

LET IT BE RESOLVED, the County of Shelby elected board and county staff will work to support and promote the development of agriculture for the benefit of our county and all its residents.

ADOPTED by the Shelby County Board this 11th day of September 2025.

ATTEST:



Jessica Fox, County Clerk
Shelby County

APPROVED:



Tad Mayhall, Chairman
Shelby County Board

- All information within the resolution is sourced from the following:
- 2024 Illinois Agriculture Economic Contribution Study
 - USDA 2022 Census of Agriculture
 - Illinois Department of Revenue

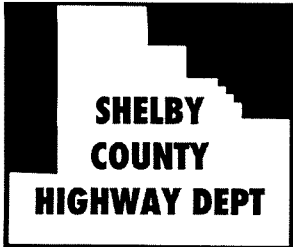
September 2025 Engineer Report:

- Future Action Items For Road and Bridge Committee and/or County Board
 - Village of Stewardson 50/50
 - Cold Spring 50/50 x 2
 - County Highway 5/Country Club Road Supplemental Resolution for spending
- Maintenance – Summarized Accomplishments for August

Mowing/Spraying	Aggregate hauling
Prep and Oiling of County Highways 8,9,12,13,&16	Culvert & Ditching North of Trowbridge
Maintenance of Equipment	Patch Potholes
Milling loading and use	Pipe Delivered to TWP's
- Front Office Team - Summarized Accomplishments for August

Normal Day to Day	Maintenance Crew Assistance
Ridge Bridge Construction Inspection	Maintenance Crew – to do list
County Highway 2 Drainage plans (In-House)	GPS Ditches in various locations around the County
County Highway 3 Construction Inspection	Finalizing Projects Prior to current administration
Township Assistance	
- Grant Application Submissions
 - HSIP – Submitted June 20th. Application for CH 19 West of CH 16 for Cape Seal. Multiple Type A injuries and Fatalities due to Ice.
 - \$400 Million Political Grant
 - Applications submitted – Still awaiting results
 - 5 for County (Findlay Bridge, CH 19, CH 16, CH 15, CH 2)
 - 7 for Townships (Ash Grove, Rural, Ridge, Richland, Okaw, Clarksburg)
 - EDP, Park, Flap, Tarp, Special Bridge, USDA. Apply when available or find adequate location
- Projects - Roads
 - Union Pacific Railroad Crossings.
 - Gonzalez RR Xings – 3 Okaw TWP, 1 Clarksburg TWP
Engineering Firm is continuing design.
 - County Highway 3 – East of Findlay
 - Construction Started – Milling Completed. CIR For remainder of week of September 7th. Asphalt likely begin 2 weeks from Friday the 12th.
 - County Highway 19 – Anticipated 2026 Letting,
 - Plans Finalized in House – Sent to IDOT.
 - Cape Seal from 128 to CH 16
 - County Highway 16 – Anticipated 2026 Letting
 - Soil Cement Roadway, with Oil/chip surface.
 - In House Plans in Progress
 - County Highway 15 – Anticipated within 3 years.
 - In House Plans in Progress.
 - A2 – Oil Chip Roadway
 - County Highway 3 (West and through Findlay) – Anticipated within 5 years
 - CIR with Cape Seal Surfacing

- County Highway 2 (North of Findlay) – Anticipated within 7 years
 - Soil Cement Road Way (FDR) with Oil/Chip Surface. Working on Drainage Design
- County Highway 21 (Moweaqua Blacktop) - Anticipated within 5 years
 - CIR with Cape Seal Surfacing
- Projects – Bridges
 - Findlay Bridge –
 - Bearing Repairs – Plans Complete, Limited Funding
 - Deck Repairs – Plans Complete, Limited Funding
 - Oconee Township Bridge Construction Complete. Finalizing Paperwork
 - Ridge Township Bridge – Bridge in majority complete, Final dirtwork being completed. Waiting on Topsoil Testing from State
 - Ash Grove/Big Spring Bridge – Finalizing Right of Way, Bidding soon.
 - Rural TWP Bridge – Right of Way Issues. Working with landowner
 - Clarksburg TWP Bridge – Designers finalizing. Construction likely next summer. Township is working with landowners on Right of Way
 - Other Bridges Set in Motion or have been requested
 - Flat Branch TWP – 2200N – 087-3069 – Gonzalez Engineering
 - Rose TWP – 1000N - 087-3161 – HLR Engineering
 - Dry Point TWP – 400N – 087-3234 - Lochmueller
 - SCHD – CH 40 – 087-3041 – HLR Engineering
 - SCHD – CH 3 – 087-3001 – HLR Engineering
 - Richland TWP – 1200N - 087-3148 – CDI Engineering
 - Richland TWP – 1325N – 087-3136 – SCHD Low Priority
 - Richland TWP – 1500N - 087-3344 – SCHD High Priority to TWP
 - Oconee TWP – 800N – 087-3279 - Chastain Associates
 - Oconee TWP – 100E – 087-3053 - Chastain Associates
 - Cold Spring TWP – 500N – 087-3397 - TBD
- Expectations – Please be forthcoming if anything is not meeting expectations.



Shelby County Highway Department

1590 State Highway 16

Shelbyville IL 62565

217-774-2721

217-774-2690

Shelby County Highway Department – Fee Schedule

- Utility Permit Application Fee
 - Minor or Emergency Maintenance of existing utility shall have no fee associated.
 - Major Maintenance or relocation of existing utility shall incur \$75 Fee
 - New Construction of existing utility shall incur based on below:
 - Agricultural Field Tile - \$100
 - Major Maintenance -\$150
 - Single Residential Service Installation -\$150
 - Public or Franchise Utility - \$950
 - Non-Public Utility -\$950 + usage fees
 - Pavement open cuts \$950 + vehicle delay cost, each occurrence
 - Delay Cost is calculated as $\$0.12 \times \text{ADT} \times \text{D} \times \text{L}$
 - ADT – average daily traffic as determined by County Engineer
 - D – Duration in days
 - L – Length of Detour in Miles
 - Attachment to bridges is not permitted without prior consent. If engineering fees are incurred it shall be at no cost to the County.
- Access Permit – Culvert and Driveway
 - Minor Access Permit - \$1,000
 - Major Access Permit -\$4,500
 - Permit Renewal or Extension - \$100
- Oversize/Overweight Permit
 - No Permit shall be given to any vehicle exceeding state law requirements unless proper documentation provided otherwise. If found to be exceeding the permit shall be immediately revoked.
 - Annual Permit - \$500 per each licensed vehicle
- Road Use Agreement – Application Fee \$5,000
 - Fines – In addition to Permit application fee, a fine will be assessed in the amount of double the applicable permit fee for each occurrence.
 - Engineering Fees incurred with the association of any permit shall be at communicated to the Permittee. The County shall not incur any of such costs.
 - See Permit for additional definitions and information



Local Public Agency
Engineering Services Agreement

Using Federal Funds?	☐ Yes ☒ No	Agreement For	Agreement Type	Number
		MFT PE	Supplement	

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Shelby - Clarksburg Twp	Shelby	20-03118-00-BR	
Project Number	Contact Name	Phone Number	Email
	Mike Tappendorf	(217) 774-2721	shelbycohwy@shelbycounty-il.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
690 N, 2320 E	TR 313	0.2mi	087-3198
Location Termini			
Structure over Richland Creek & approaches, Section 23, T 10 N, R 4 E, 3rd PM			
Add Location Remove Location			
Project Description			
Bridge Replacement and approach roadway transitions: Environmental Coordination (ESR), Design, Plans, Right-of-Way/ Easement plats and legals for the revised final scope of improvements.			

Engineering Funding	☒ MFT/TBP ☐ State ☒ Other	Township Bridge Program/Local
Anticipated Construction Funding	☐ Federal ☒ MFT/TBP ☐ State ☐ Other	Township Bridge Program

AGREEMENT FOR

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

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Hampton, Lenzini & Renwick, Inc.	Steve Megginson	(217) 546-3400	swmegginson@hlreng.com
Address	City	State	Zip Code
3085 Stevenson Drive, Suite 201	Springfield	IL	62703

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 Contractor	A full time LPA employee authorized to administer inherently governmental PROJECT activities 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 (BLR 05513 or BLR 05514)
- ☒ EXHIBIT E : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- ☒ 2025 Hourly Rate Schedule
- ☒ _____
- ☐ _____

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, 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. 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.
8. 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.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. 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 Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. 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 the 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.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

- (1) 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 in all previous partial payments made to the ENGINEER.
- (2) 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 the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. 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:

☐ Percent

☐ Lump Sum

☒ Specific Rate \$45,000.00 (Maximum Fee \$150,000)

☐ Cost plus Fixed Fee:

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.

This upper limit included the items marked on sheet 7 with an "X". Other items are not required, but can be completed at the request of the County Engineer.

5. 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. 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.
2. That the ENGINEER shall be responsible for any all damages to property or persons 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 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.
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.
3. 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 materials 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.

4. 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 prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for 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.
5. 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.
6. 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.
7. 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 and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

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

8. 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 included but are not limited to: acts of God or a public enemy; acts 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.

9. 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 projects. 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.

- 10. 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.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. 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.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hampton, Lenzini & Renwick, Inc.	36-2555986	\$45,000.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Subconsultant Total		
Prime Consultant Total		\$45,000.00
Total for all work		\$45,000.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The

Local Public Agency Type

County

 of

Local Public Agency

Shelby - Clarksburg Twp

By (Signature & Date)

By (Signature & Date)

Local Public Agency

Shelby - Clarksburg Twp

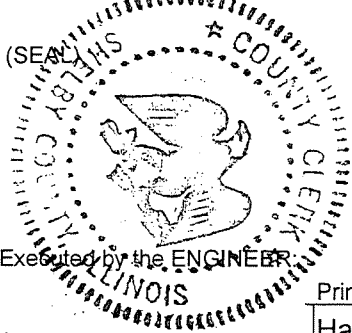
Local Public Agency Type

County

 Clerk

Title

County Board Chairman



Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name

Hampton, Lenzini & Renwick, Inc.

By (Signature & Date) 08/25/2025

Title

Vice President

By (Signature & Date)

Title

Executive Vice President

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Shelby - Clarksburg Twp	Hampton, Lenzini & Renwick, Inc.	Shelby	20-03118-00-BR

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

- a. () Make such detailed surveys as are necessary for the preparation of detailed roadway plans;

b.() Make stream and flood plain hydraulic surveys and gather high water data and flood histories for the preparation of detailed bridge plans.

c. (X) Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.

d.() Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.

e.(X) Prepare Army Corps of Engineers Permit, Division of Water Resources Permit Bridge waterway sketch and/or Channel Change sketch, Utility plan.

f.() Prepare Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.

g.(X) Make complete general and detailed repair plans, special provisions, proposals and estimates of cost and furnish the LA with necessary electronic and paper copies of the plans, special provisions, proposals, and estimates. Develop a structural model and load rating using AASHTOWare software, prepare the Structural Load Rating Summary (BBS 2942) and submit to the IDOT Local Bridge Unit for approval.

h.(X) Furnish the LA with survey drafts in quadruplicate of right of way dedications and temporary construction easements, including prints of the corresponding plats and deeds. Locate section lines and reset monuments, if necessary.

i.() Assist the LA in the tabulations and interpretation of the contractor's proposals.

j.(X) Prepare the necessary environmental documents, including the Environmental Survey Request, wetland delineation, special waste assessment and wetland impact evaluation in accordance with the procedures adopted by the Illinois Department of Transportation, Bureau of Local Roads and Streets.

k.() Prepare Preliminary, Environmental Assessment (PESA), Preliminary Site Investigation (PSI).

l.() Prepare the Project Development Report when required by the DEPARTMENT.

m.() Provide onsite observation of the proposed construction as requested by the LA, including completion of CMMS documentation and material certification as requested by the ENGINEER.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Shelby - Clarksburg Twp	Hampton, Lenzini & Renwick, Inc.	Shelby	20-03118-00-BR

EXHIBIT B
PROJECT SCHEDULE

Notice to Proceed: November, 2024 Field Survey and Data Plotting: January, 2025 Environmental Surveys, Permitting: December, 2024 - May, 2025 Preliminary Bridge Design and Hydraulic Report: April, 2025 Contract Plans, Specifications and Estimates: September, 2025 Right-of-Way Documents: November, 2025 Project Letting: March, 2026

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Shelby - Clarksburg Twp	Hampton, Lenzini & Renwick, Inc.	Shelby	20-03118-00-BR

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)

Hourly Rate Schedule

<u>Employee Classification</u>	<u>2025 Hourly Rate</u>
Principal	\$245.00
Engineer 6	230.00
Engineer 5	210.00
Engineer 4	200.00
Engineer 3	185.00
Engineer 2	155.00
Engineer 1	135.00
Structural 2	245.00
Structural 1	210.00
Technician 3	175.00
Technician 2	145.00
Technician 1	120.00
Intern/Temporary	75.00
Land Acquisition	185.00
Survey 2	190.00
Survey 1	135.00
Environmental 3	200.00
Environmental 2	150.00
Environmental 1	120.00
Administration 2	160.00
Administration 1	105.00

The hourly rate itemized above shall be effective the date the parties hereunto entering this AGREEMENT have affixed their hands and seals and shall remain in effect until December 31, 2025. In the event services of the ENGINEER extend beyond December 31, 2026, the hourly rates will be adjusted yearly to compensate for increases or decreases in the salary structure of the ENGINEER that are in effect at that time. The stated upper limit of compensation will remain in effect.



Illinois Department
of Transportation

Local Public Agency
Engineering Services Agreement

Using Federal Funds? ☐ Yes ☒ No		Agreement For MFT PE	Agreement Type Original
LOCAL PUBLIC AGENCY			
Local Public Agency Flat Branch Road District	County Shelby	Section Number 24-06118-00-BR	Job Number
Project Number	Contact Name Michael Tappendorf, PE	Phone Number (217) 774-2721	Email shelbycohwy@shelbycounty-il.gov

SECTION PROVISIONS			
Local Street/Road Name TR 49 (2200 N)	Key Route	Length 600'+/-	Structure Number 087-3069 (Exist.)
Location Termini Near the NW 1/4, Section 32, T13N, R2E, 3rd PM, 6.5 miles west of Yantisville, where TR 49 (2200 N) crosses Sorghum Branch Creek.			Add Location Remove Location

Project Description Removal of an existing single span bridge; construction of a proposed bridge that is anticipated to be a single span bridge with a PPCDB superstructure on steel pile supported concrete spill-thru type abutments; reconstruction of the adjacent approach roadways.	
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Engineering Funding	☒ MFT/TBP ☐ State ☐ Other	
Anticipated Construction Funding	☐ Federal ☒ MFT/TBP ☐ State ☐ Other	

AGREEMENT FOR

☒ Phase I - Preliminary Engineering ☒ Phase II - Design Engineering

CONSULTANT			
Prime Consultant (Firm) Name Gonzalez Companies, LLC	Contact Name Brent Taylor, PE	Phone Number (618) 222-2221	Email btaylor@gocos.net
Address 7 Carpenter Drive	City Salem	State IL	Zip Code 62881

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 Contractor	A full time LPA employee authorized to administer inherently governmental PROJECT activities 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 (BLR 05513 or BLR 05514)
- ☒ EXHIBIT D : Direct Costs Check Sheet (attach BDE 436 when using Lump Sum on Specific Rate Compensation)
- ☒ EXHIBIT E: Professional Service Rates
- ☒ EXHIBIT F: Consultant's Manhour Estimate
- ☒ EXHIBIT G: Survey & Geotech Sub-Consultant Proposal

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, 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. 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.
8. 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.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. 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 Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. 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 the 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.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

(1) 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 in all previous partial payments made to the ENGINEER.

(2) 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 the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. 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:

☐ Percent

☐ Lump Sum

(Maximum Fee \$40,000) (For federal funds the lump sum shall be developed using Cost Plus Fixed Fee Formula).

☒ Specific Rate

\$70,500.00

(Maximum Fee \$150,000)

☐ Cost plus Fixed Fee:

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.

5. 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. 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.
2. That the ENGINEER shall be responsible for any all damages to property or persons 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 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.
- 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.
3. 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 materials 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.

4. 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 prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for 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.
5. 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.
6. 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.
7. 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 and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

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

8. 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 included but are not limited to: acts of God or a public enemy; acts 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.

9. 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 projects. 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.

- 10. 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.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. 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.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Gonzalez Companies, LLC	43-1872209	\$70,500.00
Subconsultants		
MRJ and Associates, Inc.	37-1388028	Included Above
Holcomb Foundation Engineering Co., Inc.	37-1169664	Included Above
Subconsultant Total		Included Above
Prime Consultant Total		\$70,500.00
Total for all work		\$70,500.00

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AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The

Local Public Agency Type

Township

 of

Local Public Agency

Flat Branch Road District

By (Signature & Date)

Local Public Agency

Flat Branch Road District

Local Public Agency Type

Township County

 Clerk

By (Signature & Date)

Title

CHAIRMAN

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name

Gonzalez Companies, LLC

By (Signature & Date)

Title

President

By (Signature & Date)

Title

Chief Financial Officer

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date)

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Flat Branch Road District	Gonzalez Companies, LLC	Shelby	24-06118-00-BR

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

a. Make such detailed surveys as are necessary for the preparation of detailed roadway plans.

b. Make stream and flood plain hydraulic surveys and gather high-water data and flood histories for the preparation of detailed bridge plans.

c. Make or cause to be made soil borings and a geotechnical report as necessary for performing the bridge design.

d. Prepare the Army Corps of Engineers Permit.

e. Prepare Preliminary Bridge Design and Hydraulic Report and high-water effects on roadway overflows and bridge approaches.

f. Make complete general and detailed plans, special provisions, proposals, and estimates of cost and furnish the LPA with electronic copies (pdf) of the plans, special provisions, proposals, and estimates. Hard copies of any or all documents, if required, shall be furnished to the LPA by the ENGINEER at his actual cost of reproduction.

g. Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets. Wetland mitigation is not part of this AGREEMENT. Any IDNR ESR related processing or review fees assessed, if applicable, shall be paid by the LPA.

h. Prepare Bridge Load Rating as described in IDOT Circular Letter 2016-10 dated April 15, 2016.

The following additional work (Item i.-k. below), when requested by the LPA, will be performed according to the ENGINEER's Professional Service Rates current at the time of work:

i. Furnish the LPA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction, easement, or borrow pit and channel change agreements, including prints of corresponding plats and staking as required when requested by the LPA.

j. Perform Phase III - Construction Engineering Services when requested by the LPA.

k. Perform additional services when requested by the LPA.

ASSUMPTIONS AND CLARIFICATIONS:

It is assumed the proposed bridge will be a single span bridge with a PPCDB superstructure on steel pile supported concrete spill-thru type abutments.

It is assumed the Bridge Condition Report (BCR) will be abbreviated.

It is assumed the bridge bat assessment (bba) will be completed by the LPA.

It is assumed the proposed bridge will be constructed with full road closure (no staged construction).

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Flat Branch Road District	Gonzalez Companies, LLC	Shelby	24-06118-00-BR

EXHIBIT B
PROJECT SCHEDULE

Review and approval of Preliminary Engineering services agreement by the LPA and IDOT - 8 weeks
Topographic / hydraulic survey (schedule and perform field work) - 12 weeks
Soil borings and geotechnical report (schedule and perform work) - 8 weeks
Prepare and submit ESR Pre-Screen, ESR, and PBD&HR and associated review agency documents - 6 weeks
Process ESR (by review agency) and responses - 6 to 8 months (min.)
PE work (roadway and bridge design and Pre-Final PS&E preparation and submittal) - 10 weeks
LPA and IDOT Pre-Final PS&E review - 4 weeks
LPA / IDOT Field Check and ENGINEER's revisions for review comments and Final PS&E re-submittal - 2 weeks
IDOT review and approval of Final PS&E's - 4 weeks
Local Letting, approval of contract, award of contract, contract preparation and submittal - 8 weeks
Issue notice to proceed and conduct pre-construction meeting - 2 weeks
Start of construction

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Flat Branch Road District	Gonzalez Companies, LLC	Shelby	24-06118-00-BR

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?	☐	☐
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?	☐	☐
3	Was the scope of services for this project clearly defined?	☐	☐
4	Was public notice given for this project?	☐	☐
5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☐
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☐
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☐
Project Criteria		Weighting	
8	Do the written QBS policies and procedures discuss the method of selection?	☐	☐
Selection committee (titles) for this project			
Top three consultants ranked for this project in order			
1			
2			
3			
9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☐	☐
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☐
11	Were acceptable costs for this project verified?	☐	☐
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?	☐	☐
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)?	☐	☐
14	QBS according to State requirements used?	☐	☐
15	Existing relationship used in lieu of QBS process?	☐	☒
16	LPA is a home rule community (Exempt from QBS).	☐	☐



EXHIBIT D Direct Costs Check Sheet

Prime Consultant Name	PTB Number	State Job Number(s)
Gonzalez Companies, LLC		
☒ Prime ☐ Supplement Date 08/07/25		

Consultant

Gonzalez Companies, LLC

Item	Allowable	Utilize w/o. Only	Quantity J.S. Only	Contract Rate	Total
Per Diem (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	☐			
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost (Up to state rate maximum)	☐			
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual cost	☐			
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval	☐			
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	☐	160	\$0.70	\$112.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	☐			
Vehicle Rental	Actual cost (Up to \$55/day)	☐			
Rental Vehicle Fuel	Actual cost (Submit supporting documentation)	☐			
Tolls	Actual cost	☐			
Parking	Actual cost	☐			
Overtime	Premium portion (Submit supporting documentation)	☐			
Shift Differential	Actual cost (Based on firm's policy)	☐			
Overnight Delivery/Postage/Courier Service	Actual cost (Submit supporting documentation)	☐			
Copies of Deliverables/Mylars (In-house)	Actual cost (Submit supporting documentation)	☐			
Copies of Deliverables/Mylars (Outside)	Actual cost (Submit supporting documentation)	☐			
Project Specific Insurance	Actual cost	☐			
Monuments (Permanent)	Actual cost	☐			
Photo Processing	Actual cost	☐			
2-Way Radio (Survey or Phase III Only)	Actual cost	☐			
Telephone Usage (Traffic System Monitoring Only)	Actual cost	☐			



EXHIBIT E

2025 PROFESSIONAL SERVICE RATES

<u>Employee Classification</u>	<u>Rate</u>
Principal I	\$275
Project Manager XII	\$275
Project Manager XI	\$265
Project Manager X	\$255
Project Manager IX	\$245
Project Manager VIII	\$235
Project Manager VII	\$225
Project Manager VI	\$215
Project Manager V	\$205
Project Manager IV	\$195
Project Manager III	\$185
Project Manager II	\$175
Project Manager I	\$165
Survey Manager	\$155
Senior Structural Engineer III	\$185
Senior Structural Engineer II	\$180
Senior Structural Engineer I	\$170
Project Engineer XI	\$190
Project Engineer X	\$185
Project Engineer IX	\$175
Project Engineer VIII	\$165
Project Engineer VII	\$155
Project Engineer VI	\$145
Project Engineer V	\$135
Project Engineer IV	\$125
Project Engineer III	\$115
Project Engineer II	\$105
Project Engineer I	\$95
Survey Technician IV	\$100
Survey Technician III	\$95
Survey Technician II	\$85
Survey Technician I	\$75
Technician X	\$155
Technician IX	\$150
Technician VIII	\$135
Technician VII	\$125
Technician VI	\$115
Technician V	\$105
Technician IV	\$95
Technician III	\$85
Technician II	\$75
Technician I	\$65

Direct Costs

Mileage	IRS Current Standard Rate
Other Direct Costs	15% Markup
Subconsultant Costs	15% Markup

EXHIBIT F

8/7/25
TR49(2200N) over Sorghum Br Crk SN087-3069; Flat Branch RD/Shelby Co
MANHOURLY ESTIMATE
PREPARED BY: B Taylor
QA'ED BY:

ROW ID	REVENUE PHASES, TASKS AND MILESTONES	Project Manager VI 215	Senior Structural Engineer III 185	Project Engineer VIII 165	Technician VII 125	Technician VI 115	HOURS A	LABOR B	SUBS AND ODCS C	MARKUP (SEE TAB 1) C*Markup=D	SUBTOTAL B+C+D+E+F
0.00	Pre-Engineering and Contract Negotiator										
1.00	PE Phase										
1.01	Project setup; Kickoff meeting	4	1	1	1		0	\$ -	\$ -	\$ -	\$ -
1.02	NA-IDOT coord-meeting mtg prep-mtg (assume via web)-minutes						7	\$ 1,335.00	\$ -	\$ -	\$ 1,335.00
1.03	Survey (MRJ or Gonz) topo/hydraulic; coord; process/create exist CAD dwg	2		4	4	16	0	\$ -	\$ -	\$ -	\$ -
1.04	Soil borings (incl. traffic control)/SGR (by Holcomb); coordinator	2					26	\$ 3,430.00	\$ 4,800.00	\$ -	\$ 8,230.00
1.05	Bridge soil boring / geotech rept review	1	2				2	\$ 430.00	\$ 8,974.00	\$ -	\$ 9,404.00
1.06	Bridge hydraulic and scour analysis	8					3	\$ 585.00	\$ -	\$ -	\$ 585.00
1.07	BCR PreScreen, ESR, & COE prep & submittals	4		6	32		46	\$ 6,710.00	\$ -	\$ -	\$ 6,710.00
1.08	BCR (abbreviated) & PBD/H	4	4	3	16		23	\$ 3,355.00	\$ -	\$ -	\$ 3,355.00
1.09	NA-Project Dev-Rept (prelim & final)	4			8		16	\$ 2,600.00	\$ -	\$ -	\$ 2,600.00
1.10	Roadway / Bridge design	8	8	8	4		0	\$ -	\$ -	\$ -	\$ -
1.11	Contract plans (prelim & final) including quantities	12		10	80	12	28	\$ 5,020.00	\$ -	\$ -	\$ 5,020.00
1.12	Contract proposal, special provisions, estimates (prefinal & final)	12		4			114	\$ 15,610.00	\$ -	\$ -	\$ 15,610.00
1.13	Prefinal & Final PS&E submittal to LPA & IDOT	8			3		16	\$ 3,240.00	\$ -	\$ -	\$ 3,240.00
1.14	Field check & other meetings/coord with LPA & IDOT	8					11	\$ 2,095.00	\$ -	\$ -	\$ 2,095.00
1.15	QA - Prefinal & Final (including revisions)	8	8	4	8	4	32	\$ 5,320.00	\$ -	\$ -	\$ 5,320.00
1.16	Bridge Load Rating (including submittal to LBU & revisions)	10	8				18	\$ 3,630.00	\$ -	\$ -	\$ 3,630.00
1.17	Project Admin	4	1		4		5	\$ 685.00	\$ -	\$ -	\$ 685.00
1.18	Mileage (assume 1 trips @ 160mi/trip=160mi)						4	\$ 860.00	\$ -	\$ -	\$ 860.00
1.19							0	\$ -	\$ 112.00	\$ -	\$ 112.00
1.20	SUMMARY	95	32	40	160	32	359	\$ 56,625.00	\$ 13,886.00	\$ -	\$ 70,511.00

TOTAL	95	32	40	160	32	359	\$ 56,625.00	\$ 13,886.00	\$ -	\$ 70,511.00
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Holcomb Foundation Engineering Co., Inc. ^{EXHIBIT G}

SOILS • BITUMINOUS • CONCRETE • ENGINEERING AND TESTING

393 Wood Road
Carbondale, IL 62901

PHONE 618-529-5262
TOLL FREE 800-333-1740
FAX 618-457-8991

July 31, 2025

Gonzalez Companies, LLC
7 Carpenter Drive
Salem, Illinois 62881

Attention: Mr. Brent Taylor, P.E.

Re: Structure Foundation Soil Borings
TR 49 over Sorghum Branch Creek
SN: 087-3069
Shelby County, Illinois

Dear Sir:

In response to your request, the following estimate of cost and unit prices are being submitted. This is regarding foundation borings for a county bridge structure. This estimate is based upon drilling two (2) foundation borings, drilled and sampled to an approximate depth of eighty (80) feet below the existing ground line. It is estimated that this depth would be required to obtain the necessary foundation data. Should the structure require more or less drilling, the quantities would be adjusted accordingly.

ESTIMATE OF COST FOR DRILLING ONE STRUCTURE

1. Mobilization of personnel and equipment.....	\$ 2500.00
2. Drilling and Split-Barrel sampling (ASTM D-1586) or undisturbed samples 3" dia. (ASTM D-1587) 160 lineal feet @ \$ 22.00/ft.....	\$ 3520.00
Thin Wall Shelby tubes 3" dia. X 24" long @ \$25.00/each - 0.....	\$ 0.00
3. Rock Coring 0 lineal feet @ \$ 55.00/ft.....	\$ 0.00
4. Unconfined Compressive Tests 44 tests @ \$11.000/each.....	\$ 484.00
5. Moisture Content Tests 44 tests @ \$5.00/each.....	\$ 220.00

Gonzalez Companies, LLC
July 31, 2025
Page 2

6. Soils Engineer's Services for Supervision, preparation of logs,
foundation recommendations, field investigation and analysis
of site soil conditions, Lump sum..... \$ 750.00
Slope Stability Analysis (if necessary), lump sum..... \$ 400.00

TOTAL ESTIMATED COST: \$ 6474.00

\$6474.00 + \$2500 Traffic Control = \$8,974.00

The above unit prices would govern the charge for all work completed. The work can be completed within eight to ten weeks after your notice to proceed. It should be noted that this proposal does not include traffic control except for placement of signs and cones. If flagmen are necessary, the cost will be an additional \$2500.

If you should have any questions, please feel free to contact me at your convenience.

Sincerely,

HOLCOMB FOUNDATION ENGINEERING CO.


Tristan W. Hudgens, P.E.

Client Acceptance: By: _____
Title: _____
Date: _____



P.O. Box 10
Salem, IL 62881
Ph. (618) 533-3430
Email: mrjsurvey@yahoo.com

July 31, 2025

To: Brent Taylor, P.E.
Gonzalez Companies, LLC
Salem, IL 62881

RE: Bridge Replacement TR 49 over Sorghum Branch Creek
Existing Structure Number: 087-3069
Section 24-06118-00-BR Flat Branch
Road District / Shelby County, IL

Scope:

Use state plane coordinates / IDOT point codes

Site Pictures

1. General pictures
2. Bridge approaches (each side)
3. Standing on top of bridge looking upstream and looking downstream
4. Below bridge looking at upstream & downstream bridge openings

Topo Survey

1. Topo to 500' each side of bridge (from structure end)
 - a. 50' stations & terrain changes (i.e. top / bottom hills)
 - b. Cross sections to extend to 50' beyond ROW or backslope of ditch (whichever further)
 - c. Road centerline profile on each side of bridge until 5' above bridge deck or 1,000'. Profile shots beyond topo can be at 100' stations
2. All ground features
 - a. Extents of bridge deck (corners of bridge deck, edge of road, centerline)
 - b. Include individual trees (if light timber); extents of tree line (if heavy timber)
3. JULIE Locate
4. Sanitary / storm / culvert inverts (dig out invert if needed), pipe diameters/type of pipe, manholes, etc.

Need

to pick up both upstream and downstream storm & sanitary sewer inverts.

- a. Profile ditch flowlines 50' beyond ROW (to know flow coming into culvert, storm sewer, etc)
5. Set minimum 2 horizontal control points
 - a. Set iron pin on each side of bridge in centerline of road (approx. 150' from bridge)
 - b. Set / record line ties
6. Set minimum 2 temporary benchmarks (1 on each side of bridge)
7. Pick up soil boring location if visible
8. Provide existing right-of-way

Hydraulic Survey

1. Stream centerline profile 1,000' upstream and 1,000' downstream of bridge
 - a. At bends (250' max spacing)
2. Flood plain cross sections (perpendicular to channel & adjacent bounding floodplain)
 - a. Flood plain cross section can terminate when 5' above existing bridge deck elevation
- i. Determine vegetation and put in as one of following categories
 1. Cultivation, grass/pasture, heavy timber, light timber
- b. 1 upstream & 1 downstream of bridge beyond road ditches where channel is typical (this typically occurs near the road ROW line)
- c. 1 upstream & 1 downstream of bridge at 500' and at 1,000'
3. Channel cross sections (top, toe, flowline, center)
 - a. 250' in between floodplain cross sections AND/OR where channel changes direction or elevation in an abrupt manner
4. Bridge opening upstream and downstream of bridge (can be hand measurements)
 - a. Detailed bridge opening
 - b. Note edge of water surface (if applicable)

- c. Bridge substructure elements (piers, abutments, wingwalls)
- d. Existing piling locations
- e. Bridge low beam elevation
- 5. Measure all existing structure openings within ½ mile upstream and downstream from existing bridge and indicate type of structure. Note any lakes or dams with influence of the survey

Quote: \$4800.00

Respectfully,

Micah Mulvany, P.L.S.



Shelby County Highway Department

1590 State Highway 16

Shelbyville IL 62565

217-774-2721

217-774-2690

Shelby County Highway Department – Fee Schedule

- Utility Permit Application Fee
 - Minor or Emergency Maintenance of existing utility shall have no fee associated.
 - Major Maintenance or relocation of existing utility shall incur \$75 Fee
 - New Construction of existing utility shall incur based on below:
 - Agricultural Field Tile - \$100
 - Major Maintenance - \$150
 - Single Residential Service Installation - \$150
 - Public or Franchise Utility - \$950
 - Non-Public Utility - \$950 + usage fees
 - Pavement open cuts \$950 + vehicle delay cost, each occurrence
 - Delay Cost is calculated as $\$0.12 \times \text{ADT} \times D \times L$
 - ADT – average daily traffic as determined by County Engineer
 - D – Duration in days
 - L – Length of Detour in Miles
 - Attachment to bridges is not permitted without prior consent. If engineering fees are incurred it shall be at no cost to the County.
- Access Permit – Culvert and Driveway
 - Minor Access Permit - \$1,000
 - Major Access Permit - \$4,500
 - Permit Renewal or Extension - \$100
- Oversize/Overweight Permit
 - No Permit shall be given to any vehicle exceeding state law requirements unless proper documentation provided otherwise. If found to be exceeding the permit shall be immediately revoked.
 - Annual Permit - \$500 per each licensed vehicle
- Road Use Agreement – Application Fee \$5,000
 - Fines – In addition to Permit application fee, a fine will be assessed in the amount of double the applicable permit fee for each occurrence.
 - Engineering Fees incurred with the association of any permit shall be at communicated to the Permittee. The County shall not incur any of such costs.
 - See Permit for additional definitions and information

07

	ITEM	UNIT		SP REQD	TOTAL	SN 087-3001	UNIT COST	TOTAL
	FURNISHING AND ERECTING STRUCTURAL STEEL	POUND	F & E STRUCT STEEL		300.0	300.0	\$3.50	\$1,050.00
	ANCHOR BOLTS, 1"	EACH	ANCHOR BOLTS 1		22.0	22.0	\$100.00	\$2,200.00
	CONCRETE SEALER	SQ FT	CONCRETE SEALER		3627.0	3627.0	\$2.00	\$7,254.00
	MOBILIZATION	L SUM	MOBILIZATION		1.0	1.0	\$15,000.00	\$15,000.00
^	JACK AND REMOVE EXISTING BEARINGS	EACH	JACK & REM EX BEARING	*	1.0	1.0	\$5,000.00	\$5,000.00
^	CONTAINMENT AND DISPOSAL OF LEAD PAINT CLEANING RESIDUES NO. 1	L SUM	C&D LEAD PT CL RS N1	*	1.0	1.0	\$50,000.00	\$50,000.00
^	ASPHALT REPAIR MASTIC	POUND	ASPHALT REPAIR MASTIC	*	171.0	171.0	\$40.00	\$6,840.00
^	POLYMER MODIFIED PORTLAND CEMENT MORTAR	SQ FT	POLY MOD P C MORTAR	*	2.0	2.0	\$750.00	\$1,500.00
^	CLEANING AND PAINTING BEARINGS	EACH	CLEAN/PAINT BEARINGS	*	154.0	154.0	\$1,250.00	\$192,500.00
^	TRAFFIC CONTROL AND PROTECTION, (SPECIAL)	L SUM	TRAF CONT & PROT SPL	*	1.0	1.0	\$25,000.00	\$25,000.00
^ SEE SPECIAL PROVISIONS								
TOTAL								\$306,344.00



KLEIN, THORPE & JENKINS
ATTORNEYS AT LAW

Sheryl Churney
shchurney@ktjlaw.com

7 Northpoint Drive
Streator, Illinois 61364
T 815-672-3116 F 815-672-0738

September 7, 2025

Ms. Ruth Woolery
Shelby County State's Attorney
301 E. Main Street
Shelbyville, IL 62565

VIA EMAIL ONLY:
statesattorney@shelbycounty-il.gov

RE: Representation of Shelby County: Wind and Solar Development Road Agreements

Dear Ms. Woolery:

Our firm is pleased to have the opportunity to serve Shelby County with regard to the potential development of wind and solar projects within Shelby County. We understand Shelby County would like our firm to assist with the preparation, negotiation, review, and revision of road use agreements for wind and solar farm projects at the request of the County Engineer or other appropriate County officials. Fundamental to a sound relationship is a clear understanding of the terms and conditions upon which Klein, Thorpe & Jenkins, Ltd. ("KTJ") will be providing legal services. Accordingly, the purpose of this letter, and the enclosed Terms of Engagement, are to clarify and confirm these terms and conditions. We look forward to working with you and will do our best to provide the highest quality legal services in a responsive and efficient manner.

I will be the attorney primarily responsible for this representation, with the assistance of other attorneys or legal assistants as appropriate from time to time. When questions or comments arise about our services, staffing, billings, or other aspects of our representation, please contact me. It is important that you are satisfied with our services and responsiveness at all times.

We will provide legal counsel and assistance to you in accordance with this letter, keep you reasonably informed of progress and developments, and respond to your inquiries. To enable us to effectively render these services, you agree to cooperate fully with us, to fully and accurately disclose to us all facts that may be relevant to the matter or that we may otherwise request, and to keep us apprised of relevant developments. Either at the beginning or during the course of our representation, we may express our opinions or beliefs concerning various courses of action and the results that might be anticipated. Any such statement made by any attorney or employee of our firm is intended to be an expression of opinion only, based on information available to us at the time, and must not be construed by you as a promise or guarantee of any particular result.

Our fees will be based on the amount of time spent by attorneys and our assistants on this matter. Each attorney and assistant has an hourly billing rate based generally on his or her experience and any special expertise. The rate, multiplied by the time spent on your behalf, measured in tenths of an hour, will be evaluated by me as the billing attorney as the basis for determining the fee. KTJ's fee and cost schedule is set forth on the last page of the enclosed Terms of Engagement.

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If the terms described above and in the enclosed Terms of Engagement are satisfactory, please sign and date this letter on the signature line and date line provided below, and return one copy of this letter to me by first class mail, as well as a copy to me by email.

If there are ever any questions or concerns, please feel free to contact me. I remain

Sincerely yours,

KLEIN, THORPE AND JENKINS, LTD.
Sheryl Churney
Sheryl Churney

Copy to: Michael Tappendorf, County Engineer (via email)

ACKNOWLEDGMENT

On behalf of Shelby County, I understand and agree to the foregoing and acknowledge that any question that I may have had has been answered to my satisfaction.

Shelby County, Illinois

By: _____
Ruth Woolery, State’s Attorney

Date: _____, 2025

Ms. Ruth Woolery
September 7, 2025
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KLEIN, THORPE AND JENKINS, LTD.
TERMS OF ENGAGEMENT

We appreciate your decision to retain Klein, Thorpe and Jenkins, Ltd. ("KTJ"). This document explains how we work, our obligations to you, your obligations to us, what we will do on your behalf, and how our charges will be determined and billed. Experience has shown that an understanding of these matters contributes to a better relationship between us, and that, in turn, makes our efforts more productive.

Our engagement and the services we will provide are limited to the matter identified in the accompanying engagement letter. Any changes in the scope of our representation, as described in the letter, must be approved in writing. We will provide services of a strictly legal nature related to the matters described in that letter. You will provide us with the factual information and materials we require to perform the services identified in the letter, and you will make such business or technical decisions and determinations as are appropriate. You will not rely on us for business, investment, or accounting decisions, or expect us to investigate the character or credit of persons or entities with whom you may be dealing, unless otherwise specified in the letter.

We cannot guarantee the outcome of any matter. Any expression of our professional judgment regarding your matter or the potential outcome is, of course, limited by our knowledge of the facts and based on the law at the time of expression. It is also subject to any unknown or uncertain factors or conditions beyond our control.

Confidentiality and Related Matters

As a matter of professional responsibility, we are required to hold confidential all information relating to the representation of our clients, subject to certain exceptions stated herein. This professional obligation and the legal privilege for attorney-client communications exist to encourage candid and complete communication between a client and a lawyer. We can perform truly beneficial services for a client only if we are aware of all information that might be relevant to our representation. Consequently, we trust that our attorney-client relationship with you will be based on mutual confidence and unrestrained communication that will facilitate our proper representation of you.

Additionally, you should be aware that, in instances in which we represent a corporation, government or other entity, our client relationship is with the entity, and not with its individual executives, shareholders, directors, members, managers, partners, elected or appointed officials, or persons in similar positions, or with its parent, subsidiaries or other affiliates. In those cases, our professional responsibilities are owed only to that entity, alone, and no conflict of interest will be asserted by you because we represent persons with respect to interests that are adverse to individual persons or business organizations who have a relationship with you. That is to say, unless the letter accompanying this document indicates otherwise, KTJ's attorney-client relationship with the entity does not give rise to an attorney-client relationship with the parent, subsidiaries, or other affiliates of the entity, and representation of the entity in this matter will not give rise to any conflict of interest in the event other clients of KTJ are adverse to the parent, subsidiaries, or other affiliates of the entity. Of course, we can also represent individual executives, shareholders, directors, members, managers, partners, elected or appointed officials, and other persons related to the entity in matters that do not conflict with the interests of the entity, but any such representation will be the subject of a separate engagement letter.

KTJ attempts to achieve efficiencies and savings for its clients by managing the KTJ's administrative operations (such as file storage, document duplication, word processing, accounting/billing) in the most efficient manner possible, including outsourcing certain functions to third parties. Outsourcing in this manner may require KTJ to allow access by third parties to your confidential information, and, in some cases, these third parties may be located outside of the United States. KTJ will follow applicable legal ethics rules with regard to such outsourcing and protection of confidential information.

Ms. Ruth Woolery
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Fees

Clients frequently ask us to estimate the fees and other charges they are likely to incur in connection with a particular matter. We are pleased to respond to such requests whenever possible with an estimate based on our professional judgment. This estimate always carries the understanding that, unless we agree otherwise in writing, it does not represent a maximum, minimum, or fixed fee quotation. The ultimate cost frequently is more or less than the amount estimated.

When establishing fees for services that we render, we are guided primarily by the time and labor required, although we also consider other appropriate factors, such as the novelty and difficulty of the legal issues involved; the legal skill required to perform the particular assignment; time-saving use of resources (including research, analysis, data, and documentation) that we have previously developed and stored electronically or otherwise in quickly retrievable form; the fee customarily charged by comparable firms for similar legal services; the amount of money involved or at risk and the results obtained; and the time constraints imposed by either you or the circumstances. In determining a reasonable fee for the time and labor required for a particular matter, we consider the ability, experience, and reputation of the lawyer or lawyers in our firm who perform the services. To facilitate this determination, we internally assign to each lawyer an hourly rate based on these factors. Of course, our internal hourly rates change periodically to account for increases in our cost of delivering legal services, other economic factors, and the augmentation of a particular lawyer's ability, experience and reputation. Any such changes in hourly rates are applied prospectively after written notice of such change in hourly rates. We record and bill our time in one-tenth hour (six minute) increments.

When selecting lawyers to perform services for you, we generally seek to assign lawyers having the lowest hourly rates consistent with the skills, time demands, and other factors influencing the professional responsibility involved in each matter, unless you have requested a particular lawyer to perform the work or unless the primary-contact lawyer, in his/her discretion, assigns the work to a particular lawyer. That does not mean that we will always assign a lawyer with a lower hourly rate than other lawyers. As circumstances require, the services of lawyers at KTJ with special skills or experience may be sought when that will either: (a) reduce the legal expense to you; (b) provide a specialized legal skill needed; or (c) help move the matter forward more quickly.

The time for which a client will be charged will include, but will not be limited to, telephone and office conferences with a client and counsel, consultants, and others; conferences among our personnel; factual investigation; legal research; drafting of letters and other documents; travel time; waiting time in court or elsewhere; and time in meetings.

Disbursements

In addition to legal fees, our statements will include out-of-pocket expenses we have advanced on your behalf. Advanced expenses generally will include, but are not limited to, such items as travel, postage, filing, recording, and certification and registration fees charged by governmental bodies. Our out-of-pocket expenses typically include, but are not limited to, such items as overnight courier services, certain charges for terminal time for computer research and complex document production, and charges for photocopying materials sent to the client or third parties or required for our use.

We may request an advance cost deposit when we expect that we will be required to incur substantial costs on behalf of the client. Otherwise, KTJ requires that the client directly pay any invoice issued by a third party vendor or consultant that exceeds \$250.00.

During the course of our representation, it may be appropriate to hire third parties to provide services on your behalf. These services may include such things as consulting or testifying experts, investigators, providers of computerized litigation support, and court reporters. Because of the legal "work product" protection afforded to services that an

Ms. Ruth Woolery
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attorney requests from third parties, in certain situations KTJ may assume responsibility for retaining the appropriate service providers. Even if we do so, however, you will be responsible for paying all fees and expenses directly to the service providers or reimbursing us for these expenses.

KTJ attempts to achieve efficiencies and savings for its clients when dealing with independent contractors. KTJ may be able to obtain a reduced charge from the contractor if KTJ provides certain functions, such as billing, collection, equipment, space, facilities, or clerical help. For these administrative and coordination services, KTJ may charge an administrative fee, which will be separately disclosed to you.

Billing

We bill for our services and costs on a monthly basis. Our statements are due when rendered. If a retainer deposit is posted, the monthly statements will be mailed to the client showing a deduction of the fees and costs from the deposit and the new deposit balance. Alternate billing arrangements may be mutually agreed to by the parties, in writing. In instances in which we represent more than one person with respect to a matter, each person that we represent is jointly and severally liable for our fees and expenses with respect to the representation. Our statements contain a concise summary of each matter for which legal services are rendered and the corresponding fee(s) and costs that are charged. If a statement remains unpaid for more than thirty (30) calendar days, you will be contacted by a KTJ representative inquiring why it is unpaid. Additionally, if a statement has not been paid within thirty (30) calendar days from its date, KTJ may impose an interest charge consistent with the Local Government Prompt Payment Act, as amended, (if applicable), or one percent (1.0%) per month (a twelve percent (12%) annual percentage rate), whichever is less, from the 30th day after the date of the statement until it is paid in full. Interest charges apply to specific monthly statements on an individual statement basis. Any payments made on past due statements are applied first to the oldest outstanding statement.

It is KTJ's policy that if an invoice remains unpaid for more than ninety (90) calendar days, absent extraordinary circumstances and subject to legal ethics constraints, KTJ's representation will cease, and you will have authorized us to withdraw from all representation of you as a consequence of your failure to pay for services, fees, and costs rendered. Any unapplied deposits will be applied to outstanding balances. Generally, KTJ will not recommence its representation or accept new work from you until your account is brought current and a new deposit for fees and costs, in an amount that KTJ determines, is paid to it.

In addition, if you do not pay KTJ's statements as they become due, the firm may require a substantial partial payment and delivery of an interest-bearing promissory note as part of any arrangement under which it may, in its discretion, agree to continue its representation. Any such promissory note will serve merely as evidence of your obligation, and shall not be regarded as payment. If allowed by applicable law, KTJ is entitled to reasonable attorneys' fees and court costs if collection activities are necessary. In addition, KTJ shall have all general, possessory or retaining liens, and all special or charging liens, recognized by law.

Payment of our fees and costs is not contingent on the ultimate outcome of our representation, unless we have expressly agreed in writing to a contingency fee.

Questions about Our Bills

We invite you to discuss freely with us any questions that you have concerning a fee charged for any matter. We want our clients to be satisfied with both the quality of our services and the reasonableness of the fees we charge for those services. We will attempt to provide as much billing information as you require and in such customary form that you desire, and are willing to discuss with you any of the various billing formats we have available that best suits your needs.

Ms. Ruth Woolery
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Relationships with Other Clients

Because we are a full-service law firm, we may be (and at times are) asked to represent a client with respect to interests that are adverse to those of another client who is represented by KTJ in connection with another matter. Just as you would not wish to be prevented in an appropriate situation from retaining a law firm that competes with KTJ, our firm wishes to be able to consider the representation of other persons or entities that may be competitors in your industry or who may have interests that are adverse to yours, but with respect to matters that are unrelated in any way to our representation of you. The ethics that govern us permit us to accept such multiple representations, assuming certain conditions are met, as set forth below.

During the term of this engagement, we will not accept representation of another client to pursue interests that are directly adverse to your interests unless and until we make full disclosure to you of all the relevant facts, circumstances and implications of our undertaking the two representations, and confirm to you in good faith that we have done so and that the following criteria are met: (i) there is no substantial relationship between any matter in which we are representing or have represented you and the matter for the other client; (ii) any confidential information that we have received from you will not be available to the lawyers and other KTJ personnel involved in the representation of the other client; (iii) our effective representation of you and the discharge of our professional responsibilities to you will not be prejudiced by our representation of the other client; and (iv) the other client has also consented in writing based on our full disclosure of the relevant facts, circumstances and implications of our undertaking the two representations. If the foregoing conditions are satisfied, we may undertake the adverse representation and all conflict issues will be deemed to have been resolved or waived by you.

By making this agreement, we are establishing the criteria that will govern the exercise of your right under applicable ethical rules to object to our representation of another client whose interests are adverse to yours. If you contest in good faith the facts underlying our confirmation to you that the specified criteria have been met, then we will have the burden of reasonably supporting those facts.

Knowledge Management Tool

In order to better and more economically serve our clients, we have implemented a document search engine that will allow us to search KTJ's institutional work product to determine whether there exists documents created for one client that can be used as a starting point for the preparation of new documents for other clients. Documents that are subject to ethics wall restrictions, have extraordinary confidentiality requirements, or contain sensitive client information will not be included in this system.

Termination

Upon completion of the matter to which this representation applies, or upon earlier termination of our relationship, the attorney-client relationship will end unless you and we have expressly agreed to a continuation with respect to other matters. We hope, of course, that such a continuation will be the case. The representation is terminable at-will by either of us. The termination of the representation will not terminate your obligation to pay fees and costs incurred prior to the termination and for any services rendered or disbursements required to implement the transition to new counsel.

File Destruction

Client files are typically destroyed ten years after a matter is closed, unless other arrangements are made with the client.

Ms. Ruth Woolery
September 7, 2025
Page 7 of 7

Billing Rates

Please be advised the billing rates for legal services that Klein, Thorpe and Jenkins, Ltd. provides to you will be as follows:

<i>Legal Services</i> <i>(Paid by the County)</i>	<i>Legal Services</i> <i>(Incurred by County-</i> <i>Paid by Developers)</i>	<i>Miscellaneous</i> <i>Expenses</i>
\$275.00 (Partner)	\$350.00 (Partner)	Copying20¢ per page
\$250.00 (Sr. Counsel)	\$300.00 (Sr. Counsel)	Printingactual cost
\$230.00 (Associate)	\$250.00 (Associate)	Deliveryactual cost
\$175.00 (Sr. Paralegal)	\$175.00 (Sr. Paralegal)	Filing feesactual cost
\$165.00 (Paralegal)	\$165.00 (Paralegal)	MileageIRS standard rate
\$135.00 (Law Clerk)	\$135.00 (Law Clerk)	Computer research.....actual cost
		Secretarialnot charged
		Facsimile.....not charged

Your agreement to this engagement constitutes your acceptance of the foregoing terms and conditions. If any of them is unacceptable to you, please advise us now so that we can resolve any differences and proceed with a clear, complete and consistent understanding of our relationship.

Shelby County Board Resolution No. 2025 - **35**

RESOLUTION IN SUPPORT OF CEFS ECONOMIC OPPORTUNITY CORPORATION AND THE FEDERAL PROGRAM SERVICES CEFS PROVIDES TO THE RESIDENTS OF THE COUNTY

WHEREAS, CEFS Economic Opportunity Corporation was established on March 23, 1965, because of the Economic Opportunity Act of 1964 to provide vital resources to help low-income individuals and families overcome the conditions of poverty and become self-sufficient; and

WHEREAS, CEFS Economic Opportunity Corporation is a Community Action Agency that provides the following Federal Programs that serve the county's residents:

Community Services Block Grant (CSBG): The CSBG delivers job training, emergency shelter, housing stabilization, case management, transportation assistance, and other short-term, common-sense initiatives, all of which are decided upon by a locally controlled Board. CSBG effectively leverages local funding to improve neighborhoods and keep people working.

Low Income Home Energy Assistance Program (LIHEAP): LIHEAP prevents energy shut-offs and protects the health and well-being of seniors, individuals with disabilities, and families with young children.

Home Weatherization Assistance Program (WAP): IHWAP improves the energy conservation and safety of Illinois families. The program helps seniors and working families save money on their home heating and cooling costs.

Head Start: Head Start offers comprehensive early childhood education that leads to greater family self-sufficiency and enhances school readiness. Head Start is an investment in the future of our nation.

Housing and Urban Development (HUD): Through HUD funding households can receive assistance with rent and supportive services while the household participates in case management. Case management will include budget counseling, goal setting, assessment of needs, and referrals.

Retired and Senior Volunteer Program (RSVP): AmeriCorps RSVP program connects Americans aged 55 and over with volunteer opportunities that meet their personal interests and make a difference in their communities.

Rural Public Transportation: Rural Public transportation provides door to door public transportation for rural areas with populations of less than 50,000 people.

Workforce Innovation and Opportunities Act (WIOA): WIOA provides activities that increase employment, retention, earnings, and skills in the American workforce. WIOA connects job seekers and employers through our training and education services. WIOA develops the workforce through innovative talent pipeline initiatives with the ultimate success of the employer and job seeker in mind.

Senior Nutrition and Transportation: Meals are delivered to home bound seniors and seniors in a congregate setting that provides social networks and decreases isolation and depression. Senior transportation provides transportation to seniors for doctor's appointments, social, shopping, and daily living needs.

Senior Health Insurance Program (SHIP): SHIP provides health insurance counseling for Medicare beneficiaries and their caregivers.

WHEREAS, these services improve the quality of life for low-income residents, strengthen communities, reduce dependency on other public assistance programs, and promote economic and social stability in Shelby County; and

WHEREAS, reductions or eliminations of these federal programs' funding would severely impact the ability of CEFS Economic Opportunity Corporation to continue these essential services, thereby increasing hardship for vulnerable populations in our county; and

WHEREAS, the CEFS Economic Opportunity Corporation embodies the principles of local control and accountability, and tailor services and support that best meet the specific needs of their communities;

NOW, THEREFORE, BE RESOLVED by the County Board of Shelby County, Illinois, that:

1. The Shelby County Board expresses its strong and unequivocal support for the CEFS Economic Opportunity Corporation and the essential services it provides to residents in need;
2. The Board urges the Illinois Congressional Delegation to advocate for the full funding of the federal program that CEFS Economic Opportunity Corporation provides and to oppose any measures that would reduce or eliminate its funding;
3. A copy of this Resolution shall be forwarded to the Governor of the State of Illinois, the Illinois Department of Commerce and Economic Opportunity, the National Community Action Partnership, and all members of the Illinois Congressional Delegation.

PRESENTED, PASSED, AND APPROVED this 11th day of SEPTEMBER, 2025.

Chair, Shelby County Board

Name: _____
(Signature)

ATTEST:

(Signature and Seal)

CEFS Budget Amendment

		Original FY2025	Amended FY2025	Preliminary FY2026
023-000-43100	St of IL - CEFS	\$ 1,697,700.00	\$ 1,697,700.00	\$ 1,697,700.00
023-000-44100	Federal - CEFS	\$ 453,953.00	\$ 453,953.00	\$ 453,953.00
023-000-xxxxx	Transfer from PTA	\$ -	\$ 710,479.00	\$ -
	Total Revenues	\$ 2,151,653.00	\$ 2,862,132.00	\$ 2,151,653.00
001-054-70000	Office Supplies	\$ 750.00	\$ -	\$ -
001-054-84200	Education	\$ 500.00	\$ -	\$ -
023-034-59000	CEFS Expense	\$ 2,151,653.00	\$ 2,399,265.00	\$ 2,064,421.00
023-054-50300	Other Employees	\$ -	\$ 34,580.00	\$ 51,870.00
023-054-51000	IMRF	\$ -	\$ 3,458.00	\$ 5,187.00
023-054-51010	FICA	\$ -	\$ 2,645.00	\$ 3,968.00
023-054-51100	Group Insurance	\$ -	\$ 7,000.00	\$ 12,000.00
023-054-61300	Workmans Compensation	\$ -	\$ 1,210.00	\$ 1,815.00
023-054-61500	Unemployment Insurance	\$ -	\$ 1,092.00	\$ 1,092.00
023-054-68060	Reimburse Benefits	\$ -	\$ 500.00	\$ 500.00
023-054-72110	Printing	\$ -	\$ 500.00	\$ 500.00
023-054-70000	Office Supplies	\$ -	\$ 6,250.00	\$ 1,750.00
023-054-70100	Postage	\$ -	\$ 250.00	\$ 250.00
023-054-55110	Internet	\$ -	\$ 525.00	\$ 900.00
023-054-78100	Telephone	\$ -	\$ 525.00	\$ 900.00
023-054-58100	Membership Dues	\$ -	\$ 500.00	\$ 500.00
023-054-76100	Mileage	\$ -	\$ 2,500.00	\$ 3,000.00
023-054-76200	Travel & Lodging	\$ -	\$ 500.00	\$ 1,500.00
023-054-84100	Training	\$ -	\$ 500.00	\$ 1,500.00
	Total Expenditures	\$ 2,152,903.00	\$ 2,461,800.00	\$ 2,151,653.00
		\$ (1,250.00)	\$ 400,332.00	\$ -

FILED
AUG 15 2025

Jessie Fox
SHELBY COUNTY CLERK

		Original FY2025	Amended FY2025	Preliminary FY2026
023-000-43100	St of IL - CEFS	\$ 1,697,700.00	\$ 1,697,700.00	\$ 1,697,700.00
023-000-44100	Federal - CEFS	\$ 453,953.00	\$ 453,953.00	\$ 453,953.00
023-000-xxxxx	Transfer from PTA	\$ -	\$ 710,479.00	\$ -
	Total Revenues	\$ 2,151,653.00	\$ 2,862,132.00	\$ 2,151,653.00
001-054-70000	Office Supplies	\$ 750.00	\$ -	\$ -
001-054-84200	Education	\$ 500.00	\$ -	\$ -
023-034-59000	CEFS Expense	\$ 2,151,653.00	\$ 2,399,265.00	\$ 2,064,421.00
023-054-50300	Other Employees	\$ -	\$ 34,580.00	\$ 51,870.00
023-054-51000	IMRF	\$ -	\$ 3,458.00	\$ 5,187.00
023-054-51010	FICA	\$ -	\$ 2,645.00	\$ 3,968.00
023-054-51100	Group Insurance	\$ -	\$ 7,000.00	\$ 12,000.00
023-054-61300	Workmans Compensation	\$ -	\$ 1,210.00	\$ 1,815.00
023-054-61500	Unemployment Insurance	\$ -	\$ 1,092.00	\$ 1,092.00
023-054-68060	Reimburse Benefits	\$ -	\$ 500.00	\$ 500.00
023-054-72110	Printing	\$ -	\$ 500.00	\$ 500.00
023-054-70000	Office Supplies	\$ -	\$ 6,250.00	\$ 1,750.00
023-054-70100	Postage	\$ -	\$ 250.00	\$ 250.00
023-054-55110	Internet	\$ -	\$ 525.00	\$ 900.00
023-054-78100	Telephone	\$ -	\$ 525.00	\$ 900.00
023-054-58100	Membership Dues	\$ -	\$ 500.00	\$ 500.00
023-054-76100	Mileage	\$ -	\$ 2,500.00	\$ 3,000.00
023-054-76200	Travel & Lodging	\$ -	\$ 500.00	\$ 1,500.00
023-054-84100	Training	\$ -	\$ 500.00	\$ 1,500.00
	Total Expenditures	\$ 2,152,903.00	\$ 2,461,800.00	\$ 2,151,653.00
		\$ (1,250.00)	\$ 400,332.00	\$ -

		Original FY2025	Amended FY2025	Preliminary FY2026
023-000-43100	St of IL - CEFS	\$ 1,697,700.00	\$ 1,697,700.00	\$ 1,697,700.00
023-000-44100	Federal - CEFS	\$ 453,953.00	\$ 453,953.00	\$ 453,953.00
023-000-xxxxx	Transfer from PTA	\$ -	\$ 710,479.00	\$ -
	Total Revenues	\$ 2,151,653.00	\$ 2,862,132.00	\$ 2,151,653.00
001-054-70000	Office Supplies	\$ 750.00	\$ -	\$ -
001-054-84200	Education	\$ 500.00	\$ -	\$ -
023-034-59000	CEFS Expense	\$ 2,151,653.00	\$ 2,399,265.00	\$ 2,064,421.00
023-054-50300	Other Employees	\$ -	\$ 34,580.00	\$ 51,870.00
023-054-51000	IMRF	\$ -	\$ 3,458.00	\$ 5,187.00
023-054-51010	FICA	\$ -	\$ 2,645.00	\$ 3,968.00
023-054-51100	Group Insurance	\$ -	\$ 7,000.00	\$ 12,000.00
023-054-61300	Workmans Compensation	\$ -	\$ 1,210.00	\$ 1,815.00
023-054-61500	Unemployment Insurance	\$ -	\$ 1,092.00	\$ 1,092.00
023-054-68060	Reimburse Benefits	\$ -	\$ 500.00	\$ 500.00
023-054-72110	Printing	\$ -	\$ 500.00	\$ 500.00
023-054-70000	Office Supplies	\$ -	\$ 6,250.00	\$ 1,750.00
023-054-70100	Postage	\$ -	\$ 250.00	\$ 250.00
023-054-55110	Internet	\$ -	\$ 525.00	\$ 900.00
023-054-78100	Telephone	\$ -	\$ 525.00	\$ 900.00
023-054-58100	Membership Dues	\$ -	\$ 500.00	\$ 500.00
023-054-76100	Mileage	\$ -	\$ 2,500.00	\$ 3,000.00
023-054-76200	Travel & Lodging	\$ -	\$ 500.00	\$ 1,500.00
023-054-84100	Training	\$ -	\$ 500.00	\$ 1,500.00
	Total Expenditures	\$ 2,152,903.00	\$ 2,461,800.00	\$ 2,151,653.00
		\$ (1,250.00)	\$ 400,332.00	\$ -

CERTIFICATE OF ORIGIN

This is to certify that:

All our **BRIG INFLATABLE BOATS** are manufactured in the **UKRAINE**.

The above is applicable to the following:

2003 Model Falcon F360 (11' 10" long) S/N **30889** HIN: **UA-QRK30889L203**

Dated: March 19, 2003

CANADA GATE LTD.
5 MYLESVIEW PLACE
TORONTO, ONTARIO
CANADA M2N 2M7

Exclusive Distributor of: **BRIG INFLATABLE BOATS**

Barry Galperin

General Manager



MANUFACTURER'S STATEMENT OF ORIGIN FOR A VESSEL

INVOICE DATE
08/11/2014

INVOICE NO.
6425

VESSEL HULL I.D.
IMG2TA16E415

MODEL YEAR
2015

MAKE
INMAR

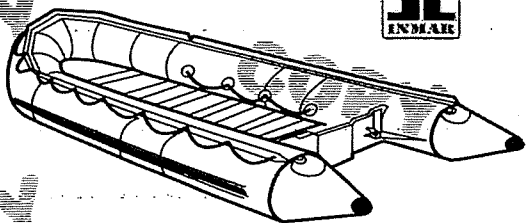
VESSEL TYPE: INFLATABLE BOAT

MODEL: 290-TS

I, the undersigned authorized representative of the company, firm, or corporation named below, hereby certify that the new vessel described above is the property of the said company, firm or corporation and is transferred on the above date and under the Invoice Number indicated to the following distributor or dealer.

SHELVEY COUNTY DIVE TEAM
1956 E 800 NORTH RD
SHELVEY VILLE, IL 62565

It is further certified that this was the first transfer of such new vessel in ordinary trade and commerce.



INMAR INFLATABLES

BY:

(SIGNATURE OF AUTHORIZED REPRESENTATIVE) (AGENT)

SAN DIEGO, CA 91911

CITY - STATE

6425

WARNING: THE RED "PROTECTED" LOGO BELOW CONTAINS HEAT SENSITIVE SECURITY INK WHICH SHOULD TEMPORARILY DISAPPEAR WHEN RUBBED

PROTECTED

09-25-001

RESOLUTION

0825001X



2025-36

WHEREAS, The County of Shelby, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Shelby, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

HERRICK TOWNSHIP

PERMANENT PARCEL NUMBER: 0723-16-14-304-010

As described in certificates(s) : 202100038 sold November 2022

and it appearing to the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, STONE WAY LLC, VALERIA ESPINOZA, has bid \$2,100.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$1,517.25 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$77.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$2,100.00.

WHEREAS, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF SHELBY COUNTY, ILLINOIS, that the Chairman of the Board of Shelby County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest on the above described real estate for the sum of \$1,517.25 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED this 11th day of September, 2025

ATTEST COUNTY CLERK

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

09-25-001

09-25-002

RESOLUTION

0825002X



2025-37

WHEREAS, The County of Shelby, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Shelby, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

HERRICK TOWNSHIP

PERMANENT PARCEL NUMBER: 0723-16-14-312-006

As described in certificate(s) : 202100041 sold November 2022

and it appearing to the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, PIGGY BANK INVESTMENT PROPERTIES, LLC, has bid \$2,523.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$1,834.50 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$77.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$2,523.00.

WHEREAS, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF SHELBY COUNTY, ILLINOIS, that the Chairman of the Board of Shelby County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest on the above described real estate for the sum of \$1,834.50 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED this 11th day of SEPTEMBER, 2025

ATTEST

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

09-25-002

09-25-003

RESOLUTION

0825906



2025-38

WHEREAS, The County of Shelby, as Trustee for the Taxing Districts therein, has undertaken a program to collect delinquent taxes and to perfect titles to real property in cases in which the taxes on such real property have not been paid, pursuant to 35ILCS 200/21-90, and

WHEREAS, Pursuant to this program, the County of Shelby, as Trustee for the Taxing Districts therein, has acquired an interest in the following described real estate:

OKAW TOWNSHIP

PERMANENT PARCEL NUMBER: 1208-03-05-112-007

As described in certificates(s) : 202100086 sold November 2022

and it appearing to the County Board that it is in the best interest of the County to dispose of its interest in said property.

WHEREAS, Village of Findlay, has bid \$809.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$300.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$59.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$809.00.

WHEREAS, your County Board recommends the adoption of the following resolution:

BE IT RESOLVED BY THE COUNTY BOARD OF SHELBY COUNTY, ILLINOIS, that the Chairman of the Board of Shelby County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest on the above described real estate for the sum of \$300.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED this 14th day of SEPTEMBER, 2025

ATTEST

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

09-25-003

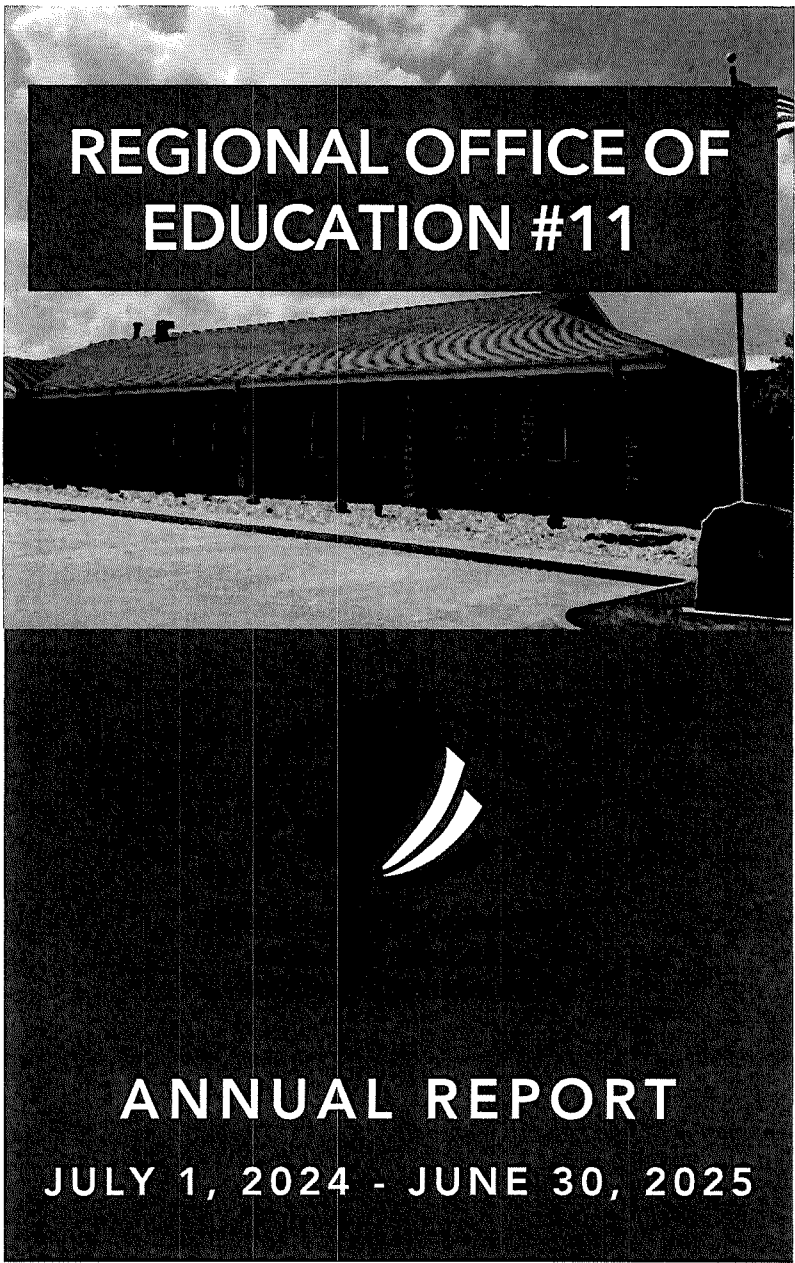


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REGIONAL OFFICE OF EDUCATION #11

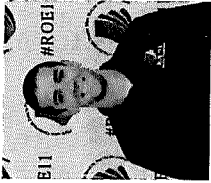
Regional Office of Education #11
Kyle Thompson, Ph.D.
Regional Superintendent

Office of Education #11
Kyle Thompson, Ph.D.
Regional Superintendent

WHO WE ARE

MISSION STATEMENT

Provide Services for Learning Using Excellent Leadership, Professional Development, and Student Programs.

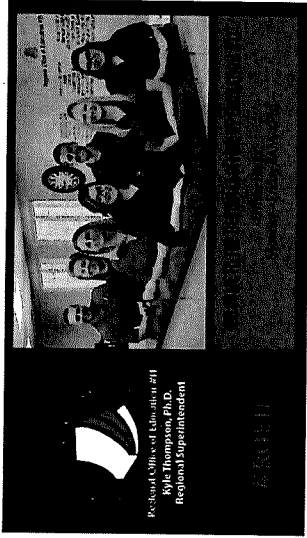


A MESSAGE FROM
DR. KYLE THOMPSON
Regional Superintendent

It is my honor to serve as the Regional Superintendent of Clark, Coles, Cumberland, Douglas, Edgar, Moultrie, and Shelby Counties. As a part of my legally required duties, I hereby submit the annual report of activities from July 1, 2024 through June 30, 2025.

This report, while not all-inclusive, is an overview of the services and collaborative partnerships engaged in by Regional Office of Education #11. It highlights the ways in which ROE #11 is an educational leader benefitting the schools and communities of East Central Illinois.

The information within this report has been compiled from end of year reports detailing ROE #11 programs and services as well as data housed on the Illinois State Board of Education website. Every effort has been made to assure that the information contained is accurate and as comprehensive as possible.



ROE #11 School Districts

Arcola CUSD #306
Arthur CUSD #305
Casey-Westfield CUSD #C-4
Central A & M CUSD #21
Charleston CUSD #1
Cowden-Herrick CUSD #3A
Cumberland CUSD #77
Edgar County CUSD #6
Kansas CUSD #3
Marshall CUSD #C-2
Martinsville CUSD #C-3
Mattoon CUSD #2
Neoga CUSD #3
Oakland CUSD #5
Okaw Valley CUSD #302
Paris CUSD #4
Paris Union School District #95
Shelbyville CUSD #4
Shiloh CUSD #1
Stewardson-Strasburg CUSD #5A
Sullivan CUSD #300
Tuscola CUSD #301
Villa Grove CUSD #302
Windsor CUSD #1

Non-Public Schools (ISBE Recognized)

Mid-America Preparatory School
St. John's Lutheran School
St. Michael's School
Trinity Lutheran School

Associated Programs

Eastern Illinois Area Special Education
Eastern Illinois Education for Employment System
Lake Land College Adult Education Center
Sarah Bush Lincoln Healthy Communities
Dolly Parton's Imagination Library
One Stop Community Christmas

Public School Recognition

(Districts Evaluated for Compliance)
Charleston CUSD #1
Marshall CUSD #C-2
Neoga CUSD #3
Shiloh CUSD #1
Sullivan CUSD #300

Life Safety Inspections

All buildings were inspected and reports filed with the respective Board of Education and the State Board of Education.

71	4	3
Public School Buildings	Special Education Facilities	Alternative Schools

Permits Issued

All buildings were inspected and reports filed with the respective Board of Education and the State Board of Education.

27	24	3	0
Building Permits	Building Occupancy Permits	Temporary Facility Occupancy Permits	Demolition Permits

Friends of Education Award

Phil Ludington Kim Carmean
Aaron Tardy Stew-Stras School District Staff

YOUTH SERVICES

Bridges (RSSP)

Students Served	146
Students Earning HS Credit/Adv. in Grade Level	118
Returned to Home School in Good Standing	17
School to Work (Cooperative Education Program)	34

Bridges (TAOEP)

Students Served	51
Students Earning HS Credit/Adv. in Grade Level	31
High School Graduates	9
School to Work (Cooperative Education Program)	10

Attendance Improvement Matters (TAOEP)

Students Served (Includes Bridges)	528
Graduated from High School	13
Met Goal of 90% Attendance Rate	110
Advanced in Grade Level K-8	310
State's Attorney Referrals	16

McKinney-Vento Homeless Grant

Children and Youth Served	899
---------------------------	-----

PROFESSIONAL DEVELOPMENT

Type	Workshops	Participants
Administrator Academy	4	206
Book Studies Content	7	138
Area PLCs	19	163
McKinney-Vento	5	87
Technology	7	79
Literacy	6	133
Substitute Training	1	29

Retired Teachers

Retired Teachers Association Newsletters Mailed

1,402

Educator Licensure

Licenses Registered

828

Subs Registered

303

Background Checks/Fingerprints

171

Licensure Tests

235

GED Testing

Tests Taken

290

GEDs Completed

76

GEDs Certified

68

Official Transcripts

127

Bus Driver Training

Initial Trainings

6

Refresher Trainings

13

Entry Level Driver Trainings

6

Entry Level Driver Training Participants

54

First Division Initial Trainings

2

Initial Drivers

63

Refresher Drivers

360

First Division Initial Drivers

7

First Division Refresher Training

1

First Division Refresher Training Participants

24

ASSOCIATED PROGRAMS

Dolly Parton’s Imagination Library

Coles County Registrations

702

Cumberland County Registrations

170

Eastern Illinois Education for Employment System

Health Occupations: 134 Students from 23 Schools

CTEI: \$1,023,556

Carl Perkins Funds: \$269,500

METT Manufacturing: \$250,000

Sarah Bush Lincoln Healthy Communities

Dental Bus: 67 Schools from 9 Counties

Healthy Kids: 25 Schools from 7 Counties

Dental Procedures Completed

188,000

Preventative Dental Treatments Completed

46,000

Healthy Kids Students Reached

49,000

REVENUE INFORMATION

July 1, 2024 - June 30, 2025

RTA Postage Reimbursement	\$894
ROE Admin Fees	\$141,609
Workshop Fees - Local	\$20,920
Testing Fees - Local	\$10,009
Shared Services - Local	\$20,000
Teacher Licensure and Renewals - Local	\$47,595
Fingerprint Fees - Local	\$3,645
Bus ELDT Workshop Fees - Local	\$3,225
Bus Driver Training - Local	\$5,460
GED Applications and Certificates - Local	\$2,536
APEX Consortium - Local	\$48,180
County School Facility Sales Tax to Districts - Local	\$13,877,684
Food Service Account - State Free Lunch & Breakfast	\$976
Evidence-Based Funding - TAOEP	\$619,458
TAOEP/AIM ISBE Grant	\$197,243
RSSP Bridges - ISBE Grant	\$262,251
RSSP Co-op - ISBE Grant	\$975,666
Bus Driver Training - State	\$2,835
ROE-ISC Operations - ISBE Grant	\$363,482
Family Violence Council - IVPA	\$32,793
Food Service Account - Nat'l Lunch and Breakfast	\$74,066
Homeless/McKinney - Vento - ISBE Area IV Grant	\$296,868
Homeless - Fed Rev. - Sub-Grantee	\$69,276
Homeless - Fed REV. - ARP	\$132,892
ESSER III	\$7,523
County Support Funds	\$255,321

YEAR IN REVIEW WITH KYLE

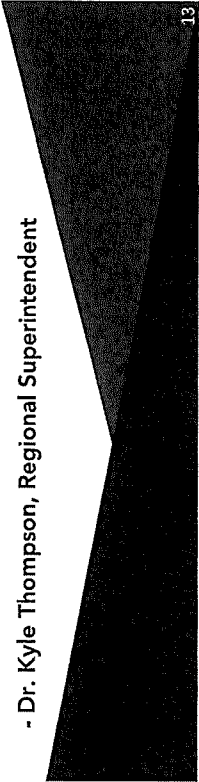
As we reflect on the 2024-2025 school year, we are reminded of the resilience, strength, and unity that define our communities. This year brought profound challenges, including unimaginable tragedies that resulted in the loss of precious lives in multiple school districts. Our hearts remain with those affected, and we honor their memory by supporting one another and fostering healing. Additionally, a spring tornado struck Neoga and caused significant damage to buildings, testing our resolve. Through these adversities, our leaders, educators, students, and families demonstrated extraordinary courage, compassion, and determination to lead through tough times.

Despite these challenges, we are inspired by the progress and hope that guides us forward. We are thrilled to share exciting developments, including the construction of a new high school building in Sullivan, which promises to enhance learning environments for years to come. In Windsor, the implementation of phone-free policies reflects our commitment to focused, engaging, and supportive educational environments. These initiatives mark meaningful steps toward innovation and increased student achievement.

One of the highlights of our year is always the last week of April, when we celebrate the heart of our schools. We begin by honoring our outstanding office professionals at our annual banquet, recognizing their tireless dedication. Following this, we proudly present the Recognition of Excellence awards to 31 exceptional educators, nominated by their districts, and selected by a committee for their remarkable contributions to education. These moments remind us of the talent and passion that drive our schools forward.

As we look ahead, we remain committed to building stronger, safer, and academically driven school communities. Thank you for your unwavering support as we navigate challenges, celebrate successes, and work together to shape a bright future for our students.

- Dr. Kyle Thompson, Regional Superintendent



RECOGNITION OF EXCELLENCE

2025 ROE #11 Recognition of Excellence Award

We are privileged to have so many outstanding school professionals within our region who are passionate about education and dedicated to our students. It's an honor to recognize and validate their meaningful efforts. Education is truly a work-of-heart and these school professionals work with relentless persistence, creativity, flexibility, and competence. Our students, schools, and communities benefit from their skills, knowledge, and compassion. Congratulations to the following 2025 ROE #11 Recognition of Excellence Award Recipients:

- Arcola CUSD #306: Aimee Lugo

Arthur CUSD #305: Jennifer Schrock

Bridges: Blair Dosch

Casey-Westfield CUSD #C-4: Betsy Collins

Central A&M CUSD #21: Kelly Lamb

Charleston CUSD #1: Kelly Bacon

Cowden-Herrick CUSD #3A: Jaclyn Golding

Cumberland CUSD #77: Todd Butler

EIASE: Kim Harden

Edgar County CUSD #6: Kelsey Potter

Kansas CUSD #3: Lindsay Shawver

Marshall CUSD #C-2: Tina Grooms

Martinsville CUSD #C-3: Bethani Conzen

Mattoon CUSD #2: Tammy Tippet

Mid-America Preparatory School: Erin Lowry

Neoga CUSD #3: Maureen Letizia

Oakland CUSD #5: Kevin Fleckenstein
- Okaw Valley CUSD #302: Heidi Vander Burgh

Paris CUSD #4: Kirstin Mills

Paris Cooperative High School: Matthew Wilkie

Paris Union #95: Kourtney Southworth

Shelbyville CUSD #4: Kristin Bennett

Shiloh CUSD #1: Alyson Barry

Stewardson-Strasburg CUSD #5A: Penny Hill

St. John's Lutheran School: Rachel Warfel

St. Michael School: Jenni Dittamore

Sullivan CUSD #300: Poppy Ann Graham

Tuscola CUSD #301: Lazy Diaz

Trinity Lutheran School: Jonathan Gurgel

Villa Grove CUSD #302: Sarah Leith

Windsor CUSD #1: Pam Storm

64



Recognition of Excellence





Regional Office of Education #11



@roe_eleven



@ROE_ELEVEN



@RegionalOfficeofEducation11



Regional Office of Education #11



Regional Office of Education #11
730 7th St. Charleston, IL 61920
Phone: 217-348-0151
www.roe11.org

Shelby County Budget and Legislative Committee Meeting

Shelby County Courthouse – Courtroom B

301 East Main Street

Shelbyville, IL 62565

Meeting Minutes

Date: August 25, 2025

Time: 6:30 PM

1. Call to Order

The meeting was called to order by Chairman Mayhall at 6:31 PM.

2. Roll Call

Members present: Morse, Wafford, Mayhall, Matlock, Pritchard. A quorum was established.

3. Approval of Minutes

Motion: To approve the minutes as presented.

Motion by: Morse

Seconded by: Matlock

Vote: Motion carried unanimously.

4. Public Comment

No public comment was presented.

5. FY2025 Budget Review and Discussion

Discussion

- **Mayhall** commented that the county is 75% of the way through the fiscal year with the overall budget being around 53% spent. No additional discussion on FY 25.

6. Review and Discuss FY26 Budget submissions

Discussion:

- Mayhall commented that department heads provided the clerk with their estimates for their FY26 spending. General fund revenue estimates were sent by the treasurer, and we are waiting on special fund revenue estimates.
- Mayhall commented that Ms. Fox has reached out to Sikich to provide assistance in the reports to be used for budget preparation. The county contracted Sikich to perform pre-audit services as well as budget preparation services using ARPA funds.
- A review of each department was performed, and committee and board members were assigned to a department to review their submission and provide any information back to the committee during the next meeting. The assignments and discussions are indicated below:

County Clerk – Pritchard/Cole – With the additional responsibilities added to the clerk’s office this year, a review of resources and payroll should be an emphasis.

Circuit Clerk – Mayhall/Ross – The FY26 budget proposal of the circuit clerk’s office increased from ~\$560,000 in FY25 to over \$1.3 million. Additional line items were added. ~\$1 million is split between technology grants and miscellaneous grants, but the income does not appear to be reflected in the revenues.

Treasurer – Morse/Wallace – Mr. Morse said he had recently visited with the treasurer to obtain the historical property tax collection data and stated he would set a time to visit about the FY26 budget.

Coroner – Matlock – With the recent changes to the deputy pay structure, the deputy and chief deputy pay should be reviewed. Notable increases to autopsy expense, transportation expenses, and death certificates will also be reviewed.

State’s Attorney – Mayhall/Boehm – The budget is down from FY24, both projected and actual. Deputy clerk’s pay will be reviewed.

Highway Department – Yantis/Matlock – Ms. Matlock agreed to connect with Mr. Yantis and set some time to visit with Mr. Tappendorf.

Supervisor of Assessments – Wafford/Cole – Ms. Wafford was going to be off work for a few days and stated she would contact Ms. Cole and they would visit with Ms. Dunaway.

Probation – Wafford – Ms. Wafford agreed to set time with Ms. Wade when she went to see the SOA.

Animal Control – Pritchard – Mr. Pritchard volunteered to visit with the Animal Control Admin.

EMA – Matlock – Ms. Matlock stated she would make one trip to visit with Mr. McKee for EMA and Zoning.

Zoning - Matlock

Farm – Morse – The farm will require little work with the contract. Some improvements may be needed at the cemetery, as well as the cost-sharing of some inputs.

Circuit Judge - Mayhall

Sheriff – Morse/Boehm – A brief discussion was had about the size of this portion of the budget as well as it having multiple line items to review.

Health Department – Matlock/Wood – Some discussion was had regarding the size of this portion of the budget as well as the different grant-funding portions within the line items.

County Board - Mayhall/Boehm

Expenses Not Separately Budgeted – Mayhall/Pritchard – Some discussion was had about this portion of the budget and the items included. Some significant expenses take place, including insurance expenses, which are over \$1MM. Pritchard and Mayhall will work with the clerk to better understand all the expenses and income sources via grants, as well as the levy and making sure that the Social Security portion is properly funded.

Rescue Squad/Dive Team – Gregg – It was discussed that the two entities are separate and that their budgets should be reflected as separate as well.

Airport – Pritchard/Cole – The proposal shows a decrease in spending in capital improvements, which is likely due to grant funding. The committee members will confirm items in the budget and the capital improvement plan for FY26.

Public Defender – Mayhall/Boehm

Community Services – Boehm – Ms. Boehm has worked with areas of Community Services and she previously agreed to spend some time with them on understanding their budget.

C.E.F.S. Admin/PCOM – Gregg/Miller – Due to the PCOM falling under the Public Safety Committee and Ms. Miller being on the C.E.F.S Board, Mr. Gregg and Ms. Miller will work with the PCOM on her FY26 budget submission.

It was discussed and decided on that the committee would come back together on September 9th at 7:00 p.m. to review the budget submissions after the department heads had been visited.

7. Old Business

No old business was presented.

8. New Business

No new business was presented.

9. Adjournment

Motion to Adjourn by: Pritchard

Seconded by: Matlock

Vote: Motion carried.

Adjourned at: 8:34 PM.

Road and Bridge Committee
Meeting Agenda

Date and Time of meeting: Monday, September 8th, 2025, 4:30 pm

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

Roll Call: Teresa Boehm, Chad Yantis, Larry Syfert, Tim Morse, Brent Wallace

Public Body Comment –

Approval of Minutes from previous meeting – August 11th, 2025

Maintenance Department Update –

Engineers report –

Discussion and Approval items of R/B Committee

- Discussion and Recommendation for Approval of Supplemental Engineering Agreement with HLR Engineering for Structure 087-3198 over Richland Creek in Clarksburg Township on TR313 for the amount of \$45,000 to be paid from State TBP.
 - Supplemental due to changes in scope to 3 span bridge, length of time with no Engineer, Preparation of Right of Way Plats, and changes from Federal to State Letting policies.
- Discussion and Recommendation for Approval of Engineering Agreement with Gonzalez Engineering for Structure 087-3069 over Sorghum Branch Creek in Flat Branch Township on TR49 for the amount of \$70,500 to be paid from State TBP.
- Discussion only of Agreement with Klein, Thorpe, & Jenkins for assistance to Shelby County States Attorney in Road Use Agreements. Shelby County States Attorney to bring before the Full County Board.
 - Road Use Agreement Application Fee or Bonding
- Discussion and Recommendation for Approval at County Board for the below:
 - Discussion and Approval of Permit Fee Schedule
 - Policy on permitting landowner/contractor to perform ditching improvements on County Highways.
 - Policy on permitting of oversize/overweight loads. Multiple discussion held with other county engineers. Attachment sent with correspondence to R/B committee.
 - Approval to utilize Oxcart Permitting System.
- Discussion and Approval by Road and Bridge Committee of Findlay Bridge Repairs
 - Grant Application Submitted Early Summer. Pending Results of grant, I would recommend to complete bearing repairs with FASM and County Bridge Accounts to share equally the cost of construction.

Approval of CPCA –

Approval of Claims-

Public Body Comment –

Adjournment: Next Scheduled Meeting will be October 6th, 2025 @ 4:30 pm @ Highway Department

September 5, 2025

NOTICE OF BUDGET/LEGISLATIVE/AUDIT COMMITTEE MEETING

There will be a meeting of the Budget/Legislative/Audit Committee on Tuesday, September 9, 2025 at 7:00 PM. This meeting will be held at the Shelby County Courthouse (Courtroom B) located at 301 East Main in Shelbyville. (Grant, Matlock, Mayhall, Morse, Pritchard, Wafford, Yantis)

AGENDA

1. Call or Order
2. Roll Call
3. Approval of minutes
4. Public Body Comment
5. Review and discuss FY 25 budget
6. Review and discuss FY 26 budget submissions
7. Old Business
8. New Business
9. Adjournment

FILED
SEP 05 2025
Jamie Derr
SHELBY COUNTY CLERK

August 22, 2025

NOTICE OF BUDGET/LEGISLATIVE/AUDIT COMMITTEE MEETING

There will be a meeting of the Budget/Legislative/Audit Committee on Monday, August 25, 2025 at 6:30 PM. This meeting will be held at the Shelby County Courthouse (Courtroom B) located at 301 East Main in Shelbyville. (Grant, Matlock, Mayhall, Morse, Pritchard, Wafford, Yantis)

AGENDA

- 1. Call or Order
- 2. Roll Call
- 3. Approval of minutes
- 4. Public Body Comment
- 5. Review and discuss FY 25 budget
- 6. Review and discuss FY 26 budget submissions
- 7. Old Business
- 8. New Business
- 9. Adjournment

FILED
AUG 22 2025
Jessie Joy
SHELBY COUNTY CLERK

Shelby County Budget and Legislative Committee Meeting

Shelby County Courthouse – Courtroom B

301 East Main Street

Shelbyville, IL 62565

Meeting Minutes

Date: August 25, 2025

Time: 6:30 PM

1. Call to Order

The meeting was called to order by Chairman Mayhall at 6:31 PM.

2. Roll Call

Members present: Morse, Wafford, Mayhall, Matlock, Pritchard. A quorum was established.

3. Approval of Minutes

Motion: To approve the minutes as presented.

Motion by: Morse

Seconded by: Matlock

Vote: Motion carried unanimously.

4. Public Comment

No public comment was presented.

5. FY2025 Budget Review and Discussion

Discussion

- **Mayhall** commented that the county is 75% of the way through the fiscal year with the overall budget being around 53% spent. No additional discussion on FY 25.

6. Review and Discuss FY26 Budget submissions

Discussion:

- Mayhall commented that department heads provided the clerk with their estimates for their FY26 spending. General fund revenue estimates were sent by the treasurer, and we are waiting on special fund revenue estimates.
- Mayhall commented that Ms. Fox has reached out to Sikich to provide assistance in the reports to be used for budget preparation. The county contracted Sikich to perform pre-audit services as well as budget preparation services using ARPA funds.
- A review of each department was performed, and committee and board members were assigned to a department to review their submission and provide any information back to the committee during the next meeting. The assignments and discussions are indicated below:

FILED
SEP 10 2025
Jessie Fox
SHELBY COUNTY CLERK

County Clerk – Pritchard/Cole – With the additional responsibilities added to the clerk’s office this year, a review of resources and payroll should be an emphasis.

Circuit Clerk – Mayhall/Ross – The FY26 budget proposal of the circuit clerk’s office increased from ~\$560,000 in FY25 to over \$1.3 million. Additional line items were added. ~\$1 million is split between technology grants and miscellaneous grants, but the income does not appear to be reflected in the revenues.

Treasurer – Morse/Wallace – Mr. Morse said he had recently visited with the treasurer to obtain the historical property tax collection data and stated he would set a time to visit about the FY26 budget.

Coroner – Matlock – With the recent changes to the deputy pay structure, the deputy and chief deputy pay should be reviewed. Notable increases to autopsy expense, transportation expenses, and death certificates will also be reviewed.

State’s Attorney – Mayhall/Boehm – The budget is down from FY24, both projected and actual. Deputy clerk’s pay will be reviewed.

Highway Department – Yantis/Matlock – Ms. Matlock agreed to connect with Mr. Yantis and set some time to visit with Mr. Tappendorf.

Supervisor of Assessments – Wafford/Cole – Ms. Wafford was going to be off work for a few days and stated she would contact Ms. Cole and they would visit with Ms. Dunaway.

Probation – Wafford – Ms. Wafford agreed to set time with Ms. Wade when she went to see the SOA.

Animal Control – Pritchard – Mr. Pritchard volunteered to visit with the Animal Control Admin.

EMA – Matlock – Ms. Matlock stated she would make one trip to visit with Mr. McKee for EMA and Zoning.

Zoning - Matlock

Farm – Morse – The farm will require little work with the contract. Some improvements may be needed at the cemetery, as well as the cost-sharing of some inputs.

Circuit Judge - Mayhall

Sheriff – Morse/Boehm – A brief discussion was had about the size of this portion of the budget as well as it having multiple line items to review.

Health Department – Matlock/Wood – Some discussion was had regarding the size of this portion of the budget as well as the different grant-funding portions within the line items.

County Board - Mayhall/Boehm

Expenses Not Separately Budgeted – Mayhall/Pritchard – Some discussion was had about this portion of the budget and the items included. Some significant expenses take place, including insurance expenses, which are over \$1MM. Pritchard and Mayhall will work with the clerk to better understand all the expenses and income sources via grants, as well as the levy and making sure that the Social Security portion is properly funded.

Rescue Squad/Dive Team – Gregg – It was discussed that the two entities are separate and that their budgets should be reflected as separate as well.

Airport – Pritchard/Cole – The proposal shows a decrease in spending in capital improvements, which is likely due to grant funding. The committee members will confirm items in the budget and the capital improvement plan for FY26.

Public Defender – Mayhall/Boehm

Community Services – Boehm – Ms. Boehm has worked with areas of Community Services and she previously agreed to spend some time with them on understanding their budget.

C.E.F.S. Admin/PCOM – Gregg/Miller – Due to the PCOM falling under the Public Safety Committee and Ms. Miller being on the C.E.F.S Board, Mr. Gregg and Ms. Miller will work with the PCOM on her FY26 budget submission.

It was discussed and decided on that the committee would come back together on September 9th at 7:00 p.m. to review the budget submissions after the department heads had been visited.

7. Old Business

No old business was presented.

8. New Business

No new business was presented.

9. Adjournment

Motion to Adjourn by: Pritchard

Seconded by: Matlock

Vote: Motion carried.

Adjourned at: 8:34 PM.

NOTICE OF FINANCE COMMITTEE MEETING

The Finance Committee will meet at 4:30 PM on Tuesday, September 9th in Courtroom B jury room

AGENDA

1. Call to Order
2. Roll Taken
3. Approval of Minutes for the August meeting
4. Public Body Comment
5. Discussion of committee, review of policies
6. Review claims (invoices) submitted for payment by the County Departments from General Funds, Special Funds, accounts not reviewed by their respective committees. Animal Control Fund and Public Safety not reviewed by their respective committees.
7. Public Body Comment
8. Discussion and vote to make recommendation to the County Board for approval to pay claims reviewed by the Finance Committee.
9. Adjournment

Teresa Boehm

Finance Committee Chair

FILED
SEP 03 2025
Jessie Cox
SHELBY COUNTY CLERK

Minutes of 7/8/25 Finance Meeting

Meeting called to order by Chair Teresa Boehm at 4:32

Those attending: Jeff Gregg, Teresa Boehm, Clay Hardy, Tricia Miller, and Judy Wood

Approval of Minutes for the June meeting. Motion by Tricia 2nd by Jeff. All in Favor.

Public Body Comment: None

Review of Claims.

Old Business: None

Public Body Comment: None

Motion to submit claims to the board with approval of the Finance Committee. Motion by Judy 2nd by Tricia. All in favor.

Motion to adjourn at 5:45. Motion by Jeff 2nd by Tricia. All in Favor.

[Redacted signatures]

FILED
SEP 03 2025
Jessie Fox
SHELBY COUNTY CLERK

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION
TREASURER'S REPORT August 31, 2025

Beginning Balance		July 31, 2025	\$	83,643.10
Deposits				
Arrow Energy--Credit Card Fuel Sales			\$	15,792.57
Fuel Sales--Cash & Check			\$	2,319.88
Rent			\$	2,040.00
Transfer From First Federal			\$	3,000.00
Bank Interest			\$	2.03
			\$	23,154.48
			\$	106,797.58

Bills Received and Paid

Shelby County Aviation--FBO August, 2025	3,650.00		
Shelby Electric Cooperative	868.78		
Steve Wempen--Bookkeeping August, 2025	200.00		
Illinois Department of Revenue--Sales Tax Payment	958.00		
John Deere Financial--New Tractor Payment 64 of 84	751.36		
Shelbyville Water Department	47.84		
Arrow Energy--1970 Gal. 100LL Avgas @\$4.1625 per Gal.	8,200.51		
A. C. T. S. LLC--Internet	50.00		
Consolidated Communications	199.24		
Sloan Implement--Mower Maintenance	1,226.95		
Shelby County Aviation--Reimbursement for New Flags	137.81		
ACH-Illinois LGIP Investment	75,000.00		
Steve Wempen--Reimbursement for New Printer	308.00		
		\$	91,598.49
		\$	15,199.09

FILED
SEP 09 2025

Shelby County State Bank	15,199.09
First Federal Savings and Loan	313.06
Farm Agency Account	41,566.43
Fuel Receivable	3,402.29
Rent Receivable	115.00
Cash On Hand	465.00
The Illinois Fund	202,653.51
Certificates of Deposit	21,757.52
	\$ 285,471.90

Jessie Sox
SHELBY COUNTY CLERK

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION

REGULAR MEETING MINUTES

August 11, 2025

Members present at meeting:

Commissioners--Walt Lookofsky, Rick Brown, Paul Canaday, Steve Wempen, John Hall

Members not present at meeting:

Commissioners--

Others Present

Airport Manager--Scott Jefson

County Board Members--Carol Cole

Farm Manager--

Rick calls the meeting to order.

The minutes for the Regular Meeting held July 7th were read by all. Walt made a motion to approve the minutes.

It was second by John and was approved by all saying aye.

The July Treasurer's Report was read by all. Walt made a motion to approve the Treasurer's Report.

It was second by Paul and approved by all saying aye.

Bills Presented

Sloan Implement--Mower Maintenance	\$ 1,226.95
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Shelby County Aviation--New Flags	\$ 137.81
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Rick made a motion to accept the bills as presented. Paul second it and it was approved by all saying aye.

Managers Report

Scott said he had called Lindsay about the status of the projects and that she updated him on all of them but then sent an email out to all stating the status of each project. Scott read the email aloud. Scott points out that construction will be during the Balloon Fest and he would deal with it at that time. Not sure about the ramp getting done this year. It still in aeronautics at IDOT. There are some issues with the other asphalt project between the T-Hangars. There was a leak under the asphalt and the plumber who did the repair said the plastic pipe was old and brittle and we should consider replacing it. This could be an issue because it's unsure where it is located. Some discussion ensued on the water line. Scott said he planned on checking with the Highway department about getting some asphalt to patch the repair hole after it's filled in. Scott also said the asphalt in the same project butts up to all the hangars on the north side under the door and the transition is going to be an issue. A short discussion ensued on the issue.

Scott mentions putting a sign up on the Main Hangar for his business after the reskinning is finished. He thought maybe the airport would want to put it's own sign of same size on the other half of the end of the hangar for a more balanced look. Also if he were to leave, the face plate on his sign could easily be swapped out for another sign. The box and mounting structure would stay, it would only be the face plate that would change. To be discussed further after the reskinning is done. Scott said he also plans to put a smaller sign at the rear door. The mowers from Hydro Gear have returned and mowing again. When the Farm Progress Show is in Decatur, there will be a banner flying pilot staying here purchasing fuel and will also be using the courtesy van during his stay. Crop dusting his pretty well over with and we didn't sell very much jet fuel, but Flying Illini had purchased a lot of 100LL. Went to Oshkosh and had a good time.

Still working on getting the new weather station up and running. Paul asks Scott if he had heard anything on the airplane stuck in the Main Hangar. Scott said he had talked to Lycoming up at Oshkosh about it and they're looking at two years for an engine. They're going to see what they can do. Rick asks Scott about the airplane that's sitting on the ramp. Scott said that it belongs to Garrett Wasson and he's going to try and sell it.

End of Managers Report

Old Business

Rick asks about the fence and what we want to do about it. Some discussion ensued on the fence. Scott said he would call Dom at over at Aerinova and see if he would be interested in it. Steve said he would check and see what it cost us.

Steve mentions to the committee that he purchased a new printer for his monthly paper work and ask if the airport would reimburse him for it. Rick made a motion to reimburse Steve for the new printer and Paul seconded it. It was approved by all saying aye.

Rick made a motion to adjourn and John second it. Motion was approved by all saying aye.

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION RECORD JOURNAL						
CHECK NO.	DATE	DESCRIPTION OF TRANSACTION	DEBITS	CREDITS	BALANCE	
	1-Dec-24	Beginning Balance - First Federal 2024-2025			\$	4,235.84
	12-Dec-24	Replacement Tax 8th Allocation Ck.#8159		\$ 379.45	\$	4,615.29
	31-Dec-24	Interest Compounded		\$ 0.49	\$	4,615.78
	14-Jan-25	Replacement Tax 1st Allocation Ck.#		\$ 1,007.16	\$	5,622.94
	14-Jan-25	Cashed CD's		\$ 31,406.98	\$	37,029.92
1029	25-Jan-25	Transfer to SCSB	\$ 36,000.00		\$	1,029.92
	31-Jan-25	Interest Compounded		\$ 1.99	\$	1,031.91
	28-Feb-25	Interest Compounded		\$ 0.10	\$	1,032.01
	12-Mar-25	Replacement Tax 2nd Allocation Ck.#8185		\$ 414.98	\$	1,446.99
	31-Mar-25	Interest Compounded		\$ 0.14	\$	1,447.13
	9-Apr-25	Aviation Sales Tax Reimbursement		\$ 38,278.84	\$	39,725.97
	9-Apr-25	Replacement Tax 3rd Allocation Ck.#8199		\$ 393.79	\$	40,119.76
1030	11-Apr-25	Transfer to SCSB	\$ 40,000.00		\$	119.76
	30-Apr-25	Interest Compounded		\$ 0.31	\$	120.07
	14-May-25	Replacement Tax 4th Allocation Ck.#8211		\$ 1,506.22	\$	1,626.29
	30-May-25	Interest Compounded		\$ 0.09	\$	1,626.38
	27-Jun-25	Shelby County Treasurer EFT0014963		\$ 13,615.46	\$	15,241.84
	30-Jun-25	Interest Compounded		\$ 0.36	\$	15,242.20
	10-Jul-25	Replacement Tax 5th Allocation Ck.#8250		\$ 1,085.86	\$	16,328.06
1031	10-Jul-25	Transfer to SCSB	\$ 15,000.00		\$	1,328.06
	22-Jul-25	Aviation Sales Tax Reimbursement		\$ 50,452.33	\$	51,780.39
	25-Jul-25	Shelby County Treasurer EFT 0015606		\$ 21,115.90	\$	72,896.29
1032	25-Jul-25	Transfer to SCSB	\$ 51,000.00		\$	21,896.29
1034*	31-Jul-25	Transfer to SCSB	\$ 21,000.00		\$	896.29
	31-Jul-25	Interest Compounded		\$ 1.50	\$	897.79
	11-Aug-25	Replacement Tax 6th Allocation Ck.#8305		\$ 186.57	\$	1,084.36
	22-Aug-25	Shelby County Treasurer EFT 0016254		\$ 2,228.63	\$	3,312.99
1033*	22-Aug-25	Transfer to SCSB	\$ 3,000.00		\$	312.99
	29-Aug-25	Interest Compounded		\$ 0.07	\$	313.06

SHELBY COUNTY AIRPORT---CERTIFICATES of DEPOSIT									
ISSUEING FACILITY	ACCT. NO.	OPG. DATE	AMOUNT	APY RATE	MAT. TERM	NEXT MAT.	BALANCE		
SHELBY COUNTY STATE BANK Redeemed 1/11/25	100021032	12-Jan-23	\$ 21,757.52						
SHELBY COUNTY STATE BANK Redeemed 5/19/25	100023190	9-Nov-23	\$ 21,578.10	4.97	9 Month	9-May-25			
SHELBY COUNTY STATE BANK Redeemed 5/19/25	100023191	9-Nov-23	\$ 10,789.06	4.97	9 Month	9-May-25			
SHELBY COUNTY STATE BANK Redeemed 9/15/24	100023194	10-Nov-23	\$ 20,807.01						
SHELBY COUNTY STATE BANK Redeemed 5/19/25	100023195	10-Nov-23	\$ 21,578.10	4.97	9 Month	10-May-25			
1st FEDERAL SAVINGS & LOAN Redeemed 1/14/25	1831339881	10-Nov-23	\$ 10,468.98						
1st FEDERAL SAVINGS & LOAN Redeemed 1/14/25	1834548360	10-Nov-23	\$ 20,938.00						
SHELBY COUNTY STATE BANK	100024245	14-Jan-25	\$ 21,757.52	4.47	9 Month	14-Oct-25	\$ 21,757.52		
						Total	\$ 21,757.52		
SHELBY COUNTY AIRPORT---THE ILLINOIS FUND 2024-2025									
DESCRIPTION	DATE	% RATE	INTEREST	REDEEMED	DEPOSIT	BALANCE			
Purchase w/CD Money & Farm Money	22-Jan-25	4.539	\$ -	\$ -	\$ 60,000.00	\$ 60,000.00			
Interest Payment (Average % Rate for Month)	31-Jan-25	4.556	\$ 22.51	\$ -	\$ -	\$ 60,022.51			
Interest Payment (Average % Rate for Month)	28-Feb-25	4.504	\$ 207.38	\$ -	\$ -	\$ 60,229.89			
Interest Payment (Average % Rate for Month)	31-Mar-25	4.436	\$ 226.82	\$ -	\$ -	\$ 60,456.71			
Redeemed---Transfer to SCSB	8-Apr-25			\$ 20,000.00	\$ -	\$ 40,456.71			
Purchase---Transfer from SCSB	16-Apr-25			\$ -	\$ 20,000.00	\$ 60,456.71			
Purchase---Transfer from SCSB	30-Apr-25			\$ -	\$ 20,000.00	\$ 80,456.71			
Interest Payment (Average % Rate for Month)	30-Apr-25	4.434	\$ 203.26	\$ -	\$ -	\$ 80,659.97			
Redeemed---Transfer to SCSB	7-May-25			\$ 15,000.00	\$ -	\$ 65,659.97			
Purchase---Transfer from SCSB	23-May-25				\$ 60,000.00	\$ 125,659.97			
Interest Payment (Average % Rate for Month)	30-May-25	4.415	\$ 324.33		\$ 324.33	\$ 125,984.30			
Interest Payment (Average % Rate for Month)	30-Jun-25	4.428	\$ 458.64		\$ 458.64	\$ 126,442.94			
Interest Payment (Average % Rate for Month)	31-Jul-25	4.443	\$ 477.16		\$ 477.16	\$ 126,920.10			
Purchase---Transfer from SCSB	1-Aug-25				\$ 75,000.00	\$ 201,920.10			
Interest Payment (Average % Rate for Month)	29-Aug-25	4.436	\$ 733.41		\$ 733.41	\$ 202,653.51			

Shelby County Airport and Landing Field Commission							
Jet Fuel Sales				August, 2025			
DATE	QUANTITY	CUSTOMER INVOICE	TRANS. NO.	PRICE	CREDIT CARD	CHARGE	CASH
26-Aug-25	110.86	Credit Card Customer	3539	\$ 4.89	\$ 542.11		
26-Aug-25	50.86	Credit Card Customer	3541	\$ 4.89	\$ 248.71		
TOTAL	161.72				\$ 790.82	\$ -	\$ -
				TOTAL			\$ 790.82

Shelby County Airport and Landing Field Commission
Fuel Sales August, 2025

DATE	QUANTITY	CUSTOMER INVOICE	TRANS. NO.	PRICE	CREDIT CARD	CHARGE	CASH
1-Aug-25	5.11	Credit Card Customer	3399	\$ 5.00	\$ 25.55		
1-Aug-25	3.99	Credit Card Customer	3400	\$ 5.00	\$ 19.95		
1-Aug-25	70.59	Credit Card Customer	3401	\$ 5.00	\$ 352.95		
1-Aug-25	75.11	Cash Customer	3402	\$ 5.00			\$ 375.55
1-Aug-25	43.00	Cash Customer	3403	\$ 5.00			\$ 215.00
1-Aug-25	4.17	Credit Card Customer	3404	\$ 5.00	\$ 20.85		
2-Aug-25	24.87	Credit Card Customer	3405	\$ 5.00	\$ 124.35		
2-Aug-25	100.10	Credit Card Customer	3406	\$ 5.00	\$ 500.50		
2-Aug-25	100.09	Credit Card Customer	3407	\$ 5.00	\$ 500.45		
2-Aug-25	33.10	Credit Card Customer	3408	\$ 5.00	\$ 165.50		
2-Aug-25	8.38	Credit Card Customer	3409	\$ 5.00	\$ 41.90		
2-Aug-25	5.12	Credit Card Customer	3410	\$ 5.00	\$ 25.60		
2-Aug-25	5.10	Credit Card Customer	3411	\$ 5.00	\$ 25.50		
3-Aug-25	16.10	Credit Card Customer	3412	\$ 5.00	\$ 80.50		
3-Aug-25	6.10	Credit Card Customer	3413	\$ 5.00	\$ 30.50		
3-Aug-25	7.84	Credit Card Customer	3414	\$ 5.00	\$ 39.20		
3-Aug-25	9.01	Credit Card Customer	3415	\$ 5.00	\$ 45.05		
4-Aug-25		Aerinova Jet Fuel Draw	3416-3425				
4-Aug-25	5.38	Credit Card Customer	3426	\$ 5.00	\$ 26.90		
5-Aug-25	11.69	Credit Card Customer	3427	\$ 5.00	\$ 58.45		
5-Aug-25	5.01	Credit Card Customer	3428	\$ 5.00	\$ 25.05		
5-Aug-25	10.01	Credit Card Customer	3429	\$ 5.00	\$ 50.05		
6-Aug-25	54.18	Credit Card Customer	3430	\$ 5.00	\$ 270.90		
6-Aug-25	12.19	Credit Card Customer	3431	\$ 5.00	\$ 60.95		
6-Aug-25	2.19	Credit Card Customer	3432	\$ 5.00	\$ 10.95		
6-Aug-25	50.07	Credit Card Customer	3433	\$ 5.00	\$ 250.35		
6-Aug-25	3.84	Credit Card Customer	3434	\$ 5.00	\$ 19.20		
6-Aug-25	6.41	Credit Card Customer	3435	\$ 5.00	\$ 32.05		
7-Aug-25	15.11	Credit Card Customer	3436	\$ 5.00	\$ 75.55		
7-Aug-25	21.79	John Weber	3437	\$ 4.95		\$ 107.86	
7-Aug-25	27.65	John Weber	3438	\$ 4.95		\$ 136.87	
7-Aug-25	7.73	Credit Card Customer	3439	\$ 5.00	\$ 38.65		
7-Aug-25	4.81	Credit Card Customer	3440	\$ 5.00	\$ 24.05		
8-Aug-25	80.11	Credit Card Customer	3441	\$ 5.00	\$ 400.55		
8-Aug-25	100.11	Credit Card Customer	3442	\$ 5.00	\$ 500.55		
8-Aug-25	83.45	Credit Card Customer	3443	\$ 5.00	\$ 417.25		
8-Aug-25	8.57	Credit Card Customer	3444	\$ 5.00	\$ 42.85		
8-Aug-25	27.73	Steve Wempen	3445	\$ 4.95		\$ 137.26	
8-Aug-25	5.12	Credit Card Customer	3446	\$ 5.00	\$ 25.60		
8-Aug-25	5.64	Credit Card Customer	3447	\$ 5.00	\$ 28.20		
8-Aug-25	14.65	Credit Card Customer	3448	\$ 5.00	\$ 73.25		
8-Aug-25	23.70	Rick Brown	3449	\$ 4.95		\$ 117.32	
9-Aug-25	13.17	Credit Card Customer	3450	\$ 5.00	\$ 65.85		
9-Aug-25	11.80	Credit Card Customer	3451	\$ 5.00	\$ 59.00		
9-Aug-25	15.56	Credit Card Customer	3452	\$ 5.00	\$ 77.80		
9-Aug-25	17.22	Credit Card Customer	3453	\$ 5.00	\$ 86.10		
9-Aug-25	5.96	Credit Card Customer	3454	\$ 5.00	\$ 29.80		
9-Aug-25	13.47	Credit Card Customer	3455	\$ 5.00	\$ 67.35		
9-Aug-25	30.11	Credit Card Customer	3456	\$ 5.00	\$ 150.55		
9-Aug-25	10.08	Credit Card Customer	3457	\$ 5.00	\$ 50.40		
10-Aug-25	100.11	Don Kroenlein	3458	\$ 4.95		\$ 495.54	
10-Aug-25	41.98	Don Kroenlein	3459	\$ 4.95		\$ 207.80	
11-Aug-25	6.31	Credit Card Customer	3460	\$ 5.00	\$ 31.55		
11-Aug-25	10.02	Credit Card Customer	3461	\$ 5.00	\$ 50.10		
11-Aug-25	3.06	Credit Card Customer	3462	\$ 5.00	\$ 15.30		
11-Aug-25	5.12	Steve Wempen	3463	\$ 4.95		\$ 25.34	
11-Aug-25	9.02	Credit Card Customer	3464	\$ 5.00	\$ 45.10		
11-Aug-25	4.01	Credit Card Customer	3465	\$ 5.00	\$ 20.05		
12-Aug-25	7.05	Credit Card Customer	3466	\$ 5.00	\$ 35.25		
12-Aug-25	5.04	Credit Card Customer	3467	\$ 5.00	\$ 25.20		
12-Aug-25	10.59	Matt Figgins	3468	\$ 4.95		\$ 52.42	
13-Aug-25	65.31	Credit Card Customer	3469	\$ 5.00	\$ 326.55		

13-Aug-25	4.56	Credit Card Customer	3470	\$ 5.00	\$ 22.80		
13-Aug-25	5.02	Credit Card Customer	3471	\$ 5.00	\$ 25.10		
13-Aug-25	100.10	Credit Card Customer	3472	\$ 5.00	\$ 500.50		
13-Aug-25	8.10	Credit Card Customer	3473	\$ 5.00	\$ 40.50		
13-Aug-25	5.19	Credit Card Customer	3474	\$ 5.00	\$ 25.95		
13-Aug-25	21.88	Rick Brown	3475	\$ 4.95		\$ 108.31	
14-Aug-25	7.05	Credit Card Customer	3476	\$ 5.00	\$ 35.25		
14-Aug-25	53.61	Credit Card Customer	3477	\$ 5.00	\$ 268.05		
14-Aug-25	4.02	Credit Card Customer	3478	\$ 5.00	\$ 20.10		
14-Aug-25	7.12	Credit Card Customer	3479	\$ 5.00	\$ 35.60		
14-Aug-25	23.14	Rick Brown	3480	\$ 4.95		\$ 114.54	
15-Apr-25	12.02	Credit Card Customer	3481	\$ 5.00	\$ 60.10		
15-Aug-25	9.91	Credit Card Customer	3482	\$ 5.00	\$ 49.55		
15-Aug-25	4.57	Credit Card Customer	3483	\$ 5.00	\$ 22.85		
15-Aug-25	10.80	Credit Card Customer	3484	\$ 5.00	\$ 54.00		
15-Aug-25	21.57	Rick Brown	3485	\$ 4.95		\$ 106.77	
15-Aug-25	17.13	Credit Card Customer	3486	\$ 5.00	\$ 85.65		
16-Aug-25	34.80	Credit Card Customer	3487	\$ 5.00	\$ 174.00		
16-Aug-25	7.00	Credit Card Customer	3488	\$ 5.00	\$ 35.00		
16-Aug-25	9.78	Credit Card Customer	3489	\$ 5.00	\$ 48.90		
17-Aug-25	3.21	Credit Card Customer	3490	\$ 5.00	\$ 16.05		
17-Aug-25	6.00	Credit Card Customer	3491	\$ 5.00	\$ 30.00		
17-Aug-25	4.56	Barry Brunken	3492	\$ 4.95		\$ 22.57	
17-Aug-25	13.84	Rick Brown	3493	\$ 4.95		\$ 68.51	
17-Aug-25	18.27	Credit Card Customer	3494	\$ 5.00	\$ 91.35		
17-Aug-25	15.05	Barry Brunken	3495	\$ 4.95		\$ 74.50	
18-Aug-25	5.10	Credit Card Customer	3496	\$ 5.00	\$ 25.50		
18-Aug-25	0.42	Cash Customer	3497	\$ 5.00			\$ 2.10
18-Aug-25	3.46	Credit Card Customer	3498	\$ 5.00	\$ 17.30		
18-Aug-25	5.70	Credit Card Customer	3499	\$ 5.00	\$ 28.50		
19-Aug-25	4.64	Credit Card Customer	3500	\$ 5.00	\$ 23.20		
19-Aug-25	42.83	Credit Card Customer	3501	\$ 5.00	\$ 214.15		
19-Aug-25	5.11	Credit Card Customer	3502	\$ 5.00	\$ 25.55		
20-Aug-25	6.83	Credit Card Customer	3503	\$ 5.00	\$ 34.15		
20-Aug-25	5.12	Credit Card Customer	3504	\$ 5.00	\$ 25.60		
21-Aug-25	6.11	Credit Card Customer	3505	\$ 5.00	\$ 30.55		
21-Aug-25	7.26	Credit Card Customer	3506	\$ 5.00	\$ 36.30		
21-Aug-25	10.41	Credit Card Customer	3507	\$ 5.00	\$ 52.05		
22-Aug-25	4.24	Credit Card Customer	3508	\$ 5.00	\$ 21.20		
22-Aug-25	8.00	Credit Card Customer	3509	\$ 5.00	\$ 40.00		
22-Aug-25	5.12	Credit Card Customer	3510	\$ 5.00	\$ 25.60		
22-Aug-25	75.10	Cash Customer	3511	\$ 5.00			\$ 375.50
22-Aug-25	42.48	Cash Customer	3512	\$ 5.00			\$ 212.40
22-Aug-25	64.33	Credit Card Customer	3513	\$ 5.00	\$ 321.65		
22-Aug-25	5.10	Credit Card Customer	3514	\$ 5.00	\$ 25.50		
22-Aug-25	4.07	Credit Card Customer	3515	\$ 5.00	\$ 20.35		
22-Aug-25	7.11	Credit Card Customer	3516	\$ 5.00	\$ 35.55		
23-Aug-25	21.58	Credit Card Customer	3517	\$ 5.00	\$ 107.90		
23-Aug-25	11.02	Credit Card Customer	3518	\$ 5.00	\$ 55.10		
23-Aug-25	5.09	Credit Card Customer	3519	\$ 5.00	\$ 25.45		
23-Aug-25	19.61	Credit Card Customer	3520	\$ 5.00	\$ 98.05		
23-Aug-25	20.07	Steve Wempen	3521	\$ 4.95		\$ 99.35	
24-Aug-25	7.56	Credit Card Customer	3522	\$ 5.00	\$ 37.80		
24-Aug-25	15.02	Credit Card Customer	3523	\$ 5.00	\$ 75.10		
24-Aug-25	4.11	Credit Card Customer	3524	\$ 5.00	\$ 20.55		
24-Aug-25	5.11	Credit Card Customer	3525	\$ 5.00	\$ 25.55		
24-Aug-25	16.12	Credit Card Customer	3526	\$ 5.00	\$ 80.60		
24-Aug-25	7.10	Credit Card Customer	3527	\$ 5.00	\$ 35.50		
24-Aug-25	4.11	Credit Card Customer	3528	\$ 5.00	\$ 20.55		
25-Aug-25	4.08	Credit Card Customer	3529	\$ 5.00	\$ 20.40		
25-Aug-25	6.10	Credit Card Customer	3530	\$ 5.00	\$ 30.50		
25-Aug-25	5.12	Credit Card Customer	3531	\$ 5.00	\$ 25.60		
25-Aug-25	100.11	Credit Card Customer	3532	\$ 5.00	\$ 500.55		
25-Aug-25	100.10	Credit Card Customer	3533	\$ 5.00	\$ 500.50		
25-Aug-25	50.11	Credit Card Customer	3534	\$ 5.00	\$ 250.55		
25-Aug-25	1.12	Credit Card Customer	3535	\$ 5.00	\$ 5.60		

SHELBY COUNTY AIRPORT												
100LL COST OF SALES REPORT 2024-2025												
MONTH	GALLONS SOLD	AVE. PRICE PER. GAL.	SALES AMOUNT			TOTAL SALES	COST PER GAL	WITH TAX	ARROW FEE	TOTAL		NET PROFIT OR LOSS
			CREDIT CD	CHARGE	CASH					COST	COST	
December	692.12	\$ 5.00	\$ 2,632.95	\$ 234.18	\$ 591.10	\$ 3,458.23	\$ 4.13	\$ 4.39	\$ 97.93	\$ 3,135.04	\$ 323.19	
January	504.86	\$ 4.99	\$ 1,752.95	\$ 451.99	\$ 314.80	\$ 2,519.74	\$ 4.15	\$ 4.41	\$ 69.44	\$ 2,295.56	\$ 224.18	
February	646.00	\$ 5.00	\$ 2,996.80	\$ 232.14	\$ -	\$ 3,228.94	\$ 4.15	\$ 4.41	\$ 105.22	\$ 2,953.68	\$ 275.26	
March	1127.04	\$ 4.99	\$ 4,063.00	\$ 978.83	\$ 583.94	\$ 5,625.77	\$ 4.21	\$ 4.47	\$ 131.98	\$ 5,173.37	\$ 452.40	
April	1196.16	\$ 4.99	\$ 4,128.50	\$ 899.63	\$ 943.60	\$ 5,971.73	\$ 4.27	\$ 4.54	\$ 137.75	\$ 5,564.58	\$ 407.15	
May	1721.07	\$ 4.99	\$ 6,806.00	\$ 1,143.06	\$ 644.75	\$ 8,593.81	\$ 4.13	\$ 4.39	\$ 206.28	\$ 7,758.55	\$ 835.26	
June	2889.06	\$ 5.00	\$ 12,959.85	\$ 580.98	\$ 898.60	\$ 14,439.43	\$ 4.17	\$ 4.43	\$ 357.88	\$ 13,158.23	\$ 1,281.20	
July	3234.92	\$ 5.00	\$ 12,818.70	\$ 2,723.44	\$ 618.50	\$ 16,160.64	\$ 4.20	\$ 4.46	\$ 349.19	\$ 14,785.02	\$ 1,375.62	
August	3537.31	\$ 4.99	\$ 14,543.70	\$ 1,942.67	\$ 1,180.55	\$ 17,666.92	\$ 4.14	\$ 4.40	\$ 418.32	\$ 15,978.06	\$ 1,688.86	
September						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
October						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
November						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	15548.54		\$ 62,702.45	\$ 9,186.92	\$ 5,775.84	\$ 77,665.21			\$ 1,873.99	\$ 70,802.07	\$ 6,863.14	
\$30 Monthly Fee Included in Arrow Fee Above												
JET A COST OF SALES REPORT 2024-2025												
MONTH	GALLONS SOLD	AVE. PRICE PER. GAL.	SALES AMOUNT			TOTAL SALES	COST PER GAL	WITH TAX	ARROW FEE	TOTAL		NET PROFIT OR LOSS
			CREDIT CD	CHARGE	CASH					COST	COST	
December	27.03	\$ 4.89	\$ 83.28	\$ 48.90	\$ -	\$ 132.18	\$ 2.83	\$ 3.01	\$ 2.15	\$ 83.42	\$ 48.76	
January	219.33	\$ 4.89	\$ 1,012.42	\$ 59.48	\$ -	\$ 1,071.90	\$ 2.83	\$ 3.01	\$ 22.78	\$ 682.28	\$ 389.62	
February	14.26	\$ 4.89	\$ 69.74	\$ -	\$ -	\$ 69.74	\$ 2.83	\$ 3.01	\$ 1.75	\$ 44.63	\$ 25.11	
March	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
April	0.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
May	30.67	\$ 4.89	\$ 149.98	\$ -	\$ -	\$ 149.98	\$ 2.83	\$ 3.01	\$ 3.88	\$ 96.11	\$ 53.87	
June	101.95	\$ 4.89	\$ 498.53	\$ -	\$ -	\$ 498.53	\$ 2.83	\$ 3.01	\$ 12.61	\$ 319.16	\$ 179.37	
July	75.55	\$ 4.89	\$ 369.44	\$ -	\$ -	\$ 369.44	\$ 2.72	\$ 2.89	\$ 9.20	\$ 227.54	\$ 141.90	
August	161.72	\$ 4.89	\$ 790.82	\$ -	\$ -	\$ 790.82	\$ 2.72	\$ 2.89	\$ 21.11	\$ 488.49	\$ 302.33	
September		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
October		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
November		\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL	630.51		\$ 2,974.21	\$ 108.38	\$ -	\$ 3,082.59			\$ 73.49	\$ 1,941.62	\$ 1,140.97	

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION
SHELBYVILLE, IL.

REGULAR MEETING AGENDA

Meeting to be held at the Shelby County Airport
September 8, 2025
7:00 PM

- I. Call Meeting to Order**
- II. Guest Speaker (If Scheduled)**
 - 1 Jim Schwerman to present Farm Report**
 - 2**
- III. Approval of Minutes**
- IV. Approval of Treasurer's Report**
- V. Approval of Bills Presented**
- VI. Airport Manager's Report**
- VII. Old Business**
 - 2 Discuss Hiring Installtion of Fence or Selling of**
 - 3**
- VIII. New Business**
 - 1 Discuss new Committee member Canidates to replace Paul Canaday**
 - 2**
- IX. Adjournment**

Shelby County Budget and Legislative Committee Meeting

Shelby County Courthouse – Courtroom B

301 East Main Street

Shelbyville, IL 62565

Meeting Minutes

Date: July 29, 2025

Time: 6:00 PM

FILED
AUG 25 2025

Jessie Fox

SHELBY COUNTY CLERK

1. Call to Order

The meeting was called to order by Chairman Mayhall at 6:00 PM.

2. Roll Call

Members present: Morse, Yantis, Wafford, Mayhall, Matlock. A quorum was established.

3. Approval of Minutes

Motion: To approve the minutes as presented.

Motion by: Matlock

Seconded by: Yantis

Vote: Motion carried unanimously.

4. Public Comment

No public comment was presented.

5. FY2025 Budget Review and Discussion

Discussion

- **Mayhall** commented that we are two-thirds of the way through the fiscal year with the overall budget being around 51% spent, including the back pay for the union contracts that was a quarter of the FY24 budget that had to be paid for in FY25.
- **Comment by Yantis** to commend department heads for staying within and under budget.

6. FY25 Budget amendment for PCOM

Motion: To recommend amending the PCOM budget and send to the full County Board.

Motion by: Matlock

Seconded by: Yantis

Discussion:

- Mayhall commented that the line items were prepared with the assistance of C.E.F.S. and line items confirmed by Ms. Watkins.
- Morse asked to confirm that this didn't change the amount, but it would rather add line items to properly account for the expenditures under the right line items. Mayhall confirmed that the numbers are not changing, just how they are accounted for.

Vote: Motion carried unanimously.

7. Review and discuss FY26 budget submissions

Item skipped due to incomplete revenue projections

8. Credit Card Policy Amendment

Motion: To recommend amending the Credit Card Policy to remove board members from getting a credit card.

Motion by: Mayhall

Seconded by: Yantis

Discussion:

- Mayhall stated that he wanted to ensure that board member concerns were addressed and the item was in response to Mr. Brown.
- Matlock expressed concern for board members not having access to a card for travel, such as an out-of-state conference.

Vote: Motion failed with all members voting against the amendment

9. Old Business

a. Chairman Mayhall reported that Sikich is progressing with the 2023 pre-audit work and they expect to hand it off to the auditors in late August or early September. Once they hand off, they will begin pre-audit work for FY24.

b. Chairman Mayhall stated that Sikich is working on access to the GATA portal to apply for an extension for FY24.

10. New Business

No new business was presented.

11. Adjournment

Motion to Adjourn by: Yantis

Seconded by: Matlock

Vote: Motion carried.

Adjourned at: 6:52 PM.

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS
SHELBY COUNTY, ILLINOIS

IN THE MATTER OF DRAINAGE DISTRICT)
NO. 1 OF THE TOWN OF OCONEE,) No. 57-MC-55
SHELBY COUNTY, ILLINOIS.)

ORDER OF APPOINTMENT

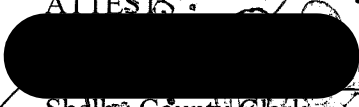
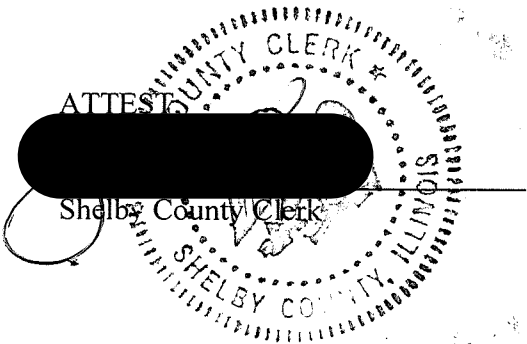
THIS CAUSE COMING on to be heard for the annual appointment of commissioner and it appearing that JOLENE BEYERS, being a landowner in said District and a resident of the State of Illinois, is qualified to act as such commissioner and is willing to accept such appointment and has heretofore tendered his oath and bond in the penal sum of Five Hundred Dollars (\$500.00);

NOW, THEREFORE, IT IS ORDERED that JOLENE BEYERS is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2028, or until her successor has been appointed or otherwise qualified to act.

IT IS FURTHER ORDERED that the oath and bond heretofore tendered by JOLENE BEYERS is hereby approved.

ENTERED: Sept. 11, 2025


Chairman of the County Board
Shelby County, Illinois.

ATTEST

Shelby County Clerk


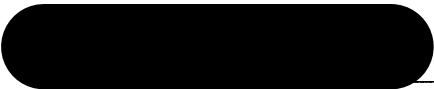
IN THE CIRCUIT COURT OF THE FOURTH JUDICIAL CIRCUIT
SHELBY COUNTY, ILLINOIS

IN THE MATTER OF DRAINAGE DISTRICT)
NO. 1 OF THE TOWN OF OCONEE,) NO. 57-MC-55
SHELBY COUNTY, ILLINOIS)

OATH

STATE OF ILLINOIS)
) ss
COUNTY OF SHELBY)

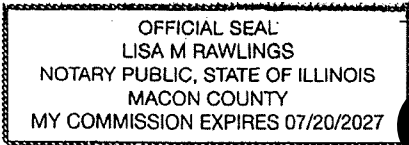
I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Drainage Commissioner of DRAINAGE DISTRICT NO. 1 OF THE TOWN OF OCONEE, COUNTY OF SHELBY AND STATE OF ILLINOIS, according to the best of my ability.



JOLENE BEYERS

Signed and sworn to before me this

21st day of July, 2025.





Notary Public

Approved by me _____, 2025.

Judge of the Circuit Court

IN THE CIRCUIT COURT OF THE FOURTH JUDICIAL CIRCUIT
SHELBY COUNTY, ILLINOIS

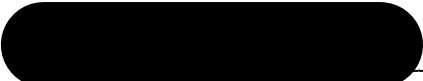
IN THE MATTER OF DRAINAGE DISTRICT)
NO. 1 OF THE TOWN OF OCONEE,) NO. 57-MC-55
SHELBY COUNTY, ILLINOIS)

OFFICIAL BOND

We, JOLENE BEYERS as principal, and DANIEL BEYERS and RICHARD KUHN, as sureties, all of the County of Shelby and State of Illinois, are held and firmly bound unto the People of the State of Illinois, in the penal sum of FIVE HUNDRED and 00/100 DOLLARS (\$500.00), for the payment of which well and truly to be made, we bind ourselves, and each of us, our heirs, executors and administrators, and each of them, jointly, severally and firmly by these presents on September 2, 2025.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas, the said JOLENE BEYERS has been duly appointed Drainage Commissioner in and for Drainage District No. 1, Town of Oconee, Shelby County, Illinois.

NOW, THEREFORE, If the said JOLENE BEYERS shall justly and fairly account for and pay over all moneys that may come into her hands, by virtue of his said office, and shall well and truly perform all and every act and duty enjoined upon her by the laws of this State, to the best of her skill and ability, then this obligation to be void, otherwise to remain in full force and effect.



JOLENE BEYERS, Principal

STATE OF ILLINOIS)
) SS
SHELBY COUNTY)

I, Lisa M Rawlings, a Notary Public hereby certify that, **JOLENE BEYERS**, is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed, and delivered said instrument as his free and voluntary act for the uses and purposes as therein set forth.

Dated this 21st day of July, 2025.



OFFICIAL SEAL
LISA M RAWLINGS
NOTARY PUBLIC, STATE OF ILLINOIS
MACON COUNTY
MY COMMISSION EXPIRES 07/20/2027

[Redacted Signature]

DANIEL BEYERS, Surety

STATE OF ILLINOIS)
) SS
SHELBY COUNTY)

I, Lisa M Rawlings a Notary Public hereby certify that, **DANIEL BEYERS**, is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed, and delivered said instrument as his free and voluntary act for the uses and purposes as therein set forth.

Dated this 21st day of July, 2025.

[Redacted Signature]

Notary Public

OFFICIAL SEAL
LISA M RAWLINGS
NOTARY PUBLIC, STATE OF ILLINOIS
MACON COUNTY
MY COMMISSION EXPIRES 07/20/2027



RICHARD KUHN, Surety

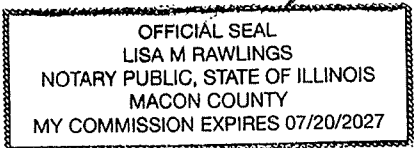
STATE OF ILLINOIS)
) SS
SHELBY COUNTY)

I, Lisa M. Rawlings, a Notary Public hereby certify that, **RICHARD KUHN**, is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed, and delivered said instrument as his free and voluntary act for the uses and purposes as therein set forth.

Dated this 21st day of July, 2025.



Notary Public



Signed, Sealed and Delivered in the Presence of



Nancy M. Handegan, Attorney for District

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
DRAINAGE DISTRICT NO. 2, TOWN)
OF TOWER HILL, COUNTY OF SHELBY) No. 1968MC13
AND STATE OF ILLINOIS)

ORDER OF APPOINTMENT

This cause coming on to be heard for the annual appointment of commissioner, and it appearing that JOSHUA CULUMBER was heretofore appointed for the term ending the first Tuesday of September, 2025; and it further appearing that JOSHUA CULUMBER, being a tenant farmer in said District and a resident of the State of Illinois, is qualified to act as such commissioner and is willing to accept such appointment and has heretofore tendered his oath and bond in the penal sum of FIVE HUNDRED DOLLARS AND NO/100 (\$500.00);

NOW, THEREFORE, IT IS ORDERED that JOSHUA CULUMBER is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2028, or until his successor has been appointed or otherwise qualified to act.

IT IS FURTHER ORDERED that the oath and bond heretofore tendered by JOSHUA CULUMBER is hereby approved.

PASSED this 14th day of SEPTEMBER, 2025.



Chairman of the County Board,
Shelby County, Illinois.

ATTEST


Shelby County Clerk

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
DRAINAGE DISTRICT NO. 2, TOWN)
OF TOWER HILL, COUNTY OF SHELBY) No. 68-13
AND STATE OF ILLINOIS)

COPY

OFFICIAL BOND

We, JOSHUA CULUMBER, as principal, and MARK BEYERS and NANCY HANDEGAN, as sureties, all of the County of Christian or Shelby and State of Illinois, are held and firmly bound unto the People of the State of Illinois, in the penal sum of FIVE HUNDRED and 00/100 DOLLARS (\$500.00), for the payment of which well and truly to be made, we bind ourselves, and each of us, our heirs, executors and administrators, and each of them, jointly, severally and firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas, the said JOSHUA CULUMBER has been duly appointed Drainage Commissioner in and for the Combined Drainage District No. 2, Town of Tower Hill, Shelby County, Illinois.

NOW, THEREFORE, If the said JOSHUA CULUMBER shall justly and fairly account for and pay over all moneys that may come into his hands, by virtue of his said office, and shall well and truly perform all and every act and duty enjoined upon him by the laws of this State, to the best of his skill and ability, then this obligation to be void, otherwise to remain in full force and effect.

Signed, Sealed and Delivered in the Presence of

Elizabeth E. Nöhren, Attorney for District

Joshua Culumber, Principal

Mark Beyers, Surety

Nancy Handegan, Surety

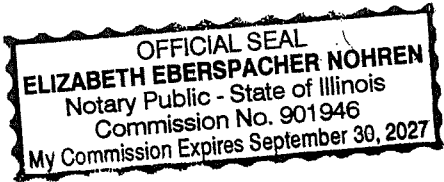
STATE OF ILLINOIS)
) ss
COUNTY OF SHELBY,)

I, Elizabeth E. Nohren, a Notary Public hereby certify that Nancy Handegan, Mark Beyers and Joshua Culumber who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed, and delivered said instrument as their free and voluntary act for the uses and purposes as therein set forth.

Dated this 11 day of August, 2025.



Notary Public



IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS
SHELBY COUNTY, ILLINOIS

COPY

IN THE MATTER OF THE COMBINED)
DRAINAGE DISTRICT NO. 2, TOWN)
OF TOWER HILL, COUNTY OF SHELBY) No. 1968MC13
AND STATE OF ILLINOIS)

OATH

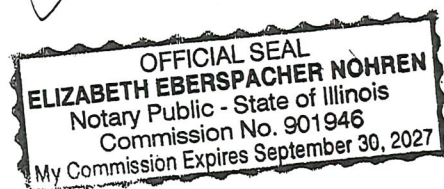
STATE OF ILLINOIS)
) ss
COUNTY OF SHELBY)

I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Drainage Commissioner of COMBINED DRAINAGE DISTRICT NO. 2, TOWN OF TOWER HILL, COUNTY OF SHELBY AND STATE OF ILLINOIS, according to the best of my ability.


Joshua Culumber

Signed and sworn to before me this 6 day of
August, 2025.


Notary Public



IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE UNION	)	
DRAINAGE DISTRICT NO. 1, FLAT	)	
BRANCH & ASSUMPTION TOWNSHIPS,	)	No. 1967MC15
SHELBY and CHRISTIAN COUNTIES	)	
ILLINOIS	)	

ORDER OF APPOINTMENT

This cause coming on to be heard for the annual appointment of commissioner, and it appearing that L. CURTIS CORZINE was heretofore appointed for the term ending the first Tuesday of September, 2025; and it further appearing that L. CURTIS CORZINE, being a landowner in said District and a resident of the State of Illinois, is qualified to act as such commissioner and is willing to accept such appointment and has heretofore tendered his oath and bond in the penal sum of FIVE HUNDRED AND NO/100 DOLLARS (\$500.00);

NOW, THEREFORE, IT IS ORDERED that L. CURTIS CORZINE is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2028, or until his successor has been appointed or otherwise qualified to act.

IT IS FURTHER ORDERED that the oath and bond heretofore tendered by L. CURTIS CORZINE is hereby approved.

PASSED this 11th day of SEPTEMBER, 2025


Chairman of the County Board,
Shelby County, Illinois.

ATTEST:


Shelby County Clerk

COPY

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE UNION)
DRAINAGE DISTRICT NO. 1, FLAT)
BRANCH & ASSUMPTION TOWNSHIPS,) No. 1967MC15
SHELBY and CHRISTIAN COUNTIES,)
ILLINOIS)

OFFICIAL BOND

We, L. CURTIS CORZINE, as principal, and KENT KUHLE and JAMES BRANYAN, as sureties, all of the County of Shelby or Christian and State of Illinois, are held and firmly bound unto the People of the State of Illinois, in the penal sum of FIVE HUNDRED and 00/100 DOLLARS (\$500.00), for the payment of which well and truly to be made, we bind ourselves, and each of us, our heirs, executors and administrators, and each of them, jointly, severally and firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas, the said L. CURTIS CORZINE has been duly appointed Drainage Commissioner in and for the Union Drainage District No. 1, Flat Branch & Assumption Townships, Shelby and Christian Counties, Illinois.

NOW, THEREFORE, If the said L. CURTIS CORZINE shall justly and fairly account for and pay over all moneys that may come into his hands, by virtue of his said office, and shall well and truly perform all and every act and duty enjoined upon him by the laws of this State, to the best of his skill and ability, then this obligation to be void, otherwise to remain in full force and effect.

Signed, Sealed and Delivered in the Presence of
Elizabeth E. Nohren, Attorney for District
L. Curtis Corzine, Principal
Kent Kuhle, Surety
James Branyan, Surety

STATE OF ILLINOIS)
) ss
Shelby County,)

I, Elizabeth E. Nohren, a Notary Public hereby certify that Kent Kuhle, L. Curtis Corzine and James Branyan who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed, and delivered said instrument as their free and voluntary act for the uses and purposes as therein set forth.

Dated this 11 day of August, 2025.



Notary Public



COPY

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

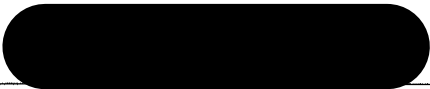
SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE UNION)
DRAINAGE DISTRICT NO. 1, FLAT)
BRANCH & ASSUMPTION TOWNSHIPS,) No. 1967MC15
SHELBY and CHRISTIAN COUNTIES,)
ILLINOIS)

OATH

STATE OF ILLINOIS)
) ss
COUNTY OF SHELBY)

I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Drainage Commissioner of UNION DRAINAGE DISTRICT NO.1 OF THE TOWNSHIPS OF FLAT BRANCH & ASSUMPTION, SHELBY AND CHRISTIAN COUNTIES, ILLINOIS, according to the best of my ability.



L. Curtis Corzine

Signed and sworn to before me this
// day of August, 2025.



Notary Public



IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS
SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
CLARKSBURG & SHELBYVILLE)
TOWNSHIPS DRAINAGE DISTRICT) No. 2012MC01
NO. 1, TOWNSHIPS OF CLARKSBURG)
& SHELBYVILLE, SHELBY COUNTY,)
ILLINOIS.)

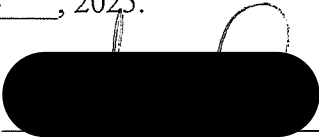
ORDER OF APPOINTMENT

This cause coming on to be heard for the annual appointment of commissioner, and it appearing that PETER DOVE was heretofore appointed for the term ending the first Tuesday of September, 2025; and it further appearing that PETER DOVE, being a landowner in said District and a resident of the State of Illinois, is qualified to act as such commissioner and is willing to accept such appointment and has heretofore tendered his oath and bond in the penal sum of FIVE HUNDRED DOLLARS AND NO/100 (\$500.00);

NOW, THEREFORE, IT IS ORDERED that PETER DOVE is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2028, or until his successor has been appointed or otherwise qualified to act.

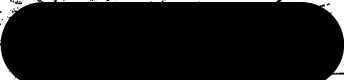
IT IS FURTHER ORDERED that the oath and bond heretofore tendered by PETER DOVE is hereby approved.

PASSED this 11th day of September, 2025.



Chairman of the County Board,
Shelby County, Illinois.

ATTEST


Shelby County Clerk

COPY

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
CLARKSBURG & SHELBYVILLE)
TOWNSHIPS DRAINAGE DISTRICT) No. 2012MC01
NO. 1, TOWNSHIPS OF CLARKSBURG)
& SHELBYVILLE, SHELBY COUNTY,)
ILLINOIS.)

OFFICIAL BOND

We, Peter Dove, as principal, and Julie Elbert and Michael Dove as sureties, all of the County of Shelby and State of Illinois, are held and firmly bound unto the People of the State of Illinois, in the penal sum of FIVE HUNDRED and 00/100 DOLLARS (\$500.00), for the payment of which well and truly to be made, we bind ourselves, and each of us, our heirs, executors and administrators, and each of them, jointly, severally and firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas, the said Peter Dove has been duly appointed Drainage Commissioner in and for the Combined Clarksburg & Shelbyville Townships Drainage District No. 1, Townships of Clarksburg & Shelbyville, in the County of Shelby aforesaid.

NOW, THEREFORE, If the said Peter Dove shall justly and fairly account for and pay over all moneys that may come into his hands, by virtue of his said office, and shall well and truly perform all and every act and duty enjoined upon him by the laws of this State, to the best of his skill and ability, then this obligation to be void, otherwise to remain in full force and virtue.

Signed, Sealed and Delivered in the Presence of

Elizabeth E. Nonnen, Attorney for District

Peter Dove, Principal

Julie Elbert, Surety

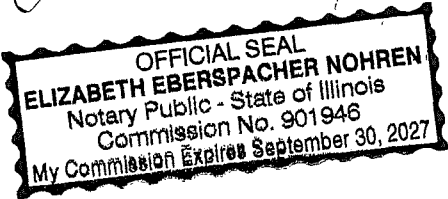
Michael Dove, Surety

STATE OF ILLINOIS,)
) ss
COUNTY OF SHELBY,)

I, Elizabeth E. Nohren, a Notary Public, hereby certify that Julie Elbert, Peter Dove and ~~Michael Dove~~ who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed, and delivered said instrument as their free and voluntary act for the uses and purposes as therein set forth.

Dated this 13 day of August, 2025.

 (SEAL)
Notary Public



COPY

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
CLARKSBURG & SHELBYVILLE)
TOWNSHIPS DRAINAGE DISTRICT) 2012MC01
NO. 1, TOWNSHIPS OF CLARKSBURG)
& SHELBYVILLE, SHELBY COUNTY,)
ILLINOIS.)

OATH

STATE OF ILLINOIS)
) ss
COUNTY OF SHELBY)

I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Drainage Commissioner of COMBINED CLARKSBURG & SHELBYVILLE TOWNSHIPS DRAINAGE DISTRICT NO. 1, TOWNSHIPS OF CLARKSBURG & SHELBYVILLE, SHELBY COUNTY, ILLINOIS, according to the best of my ability.


Peter Dove

Signed and sworn to before me this

12th day of August, 2025.




Notary Public

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS
SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
CLARKSBURG & SHELBYVILLE)
TOWNSHIPS DRAINAGE DISTRICT) No. 2012MC01
NO. 1, TOWNSHIPS OF CLARKSBURG)
& SHELBYVILLE, SHELBY COUNTY,)
ILLINOIS.)

ORDER OF APPOINTMENT

This cause coming on to be heard for the appointment of a vacancy in the office of commissioner, and it appearing that MICHAEL DOVE has resigned the office of commissioner, whose term will end on the 1st Tuesday of September, 2027; and it further appearing that MIKE WHEELER, being a tenant farmer in said district, and it is in the best interest of the district that he be appointed as commissioner in said District pursuant to 70 ILCS 605/4-3 (a), and is a resident of the State of Illinois, is qualified to act as such commissioner and is willing to accept such appointment to fill the vacancy of MICHAEL DOVE, and has heretofore tendered his oath and bond in the penal sum of \$500.00; That it is in the best interest of the Drainage District that the requirement of ownership of land be waived for the appointment of MIKE WHEELER.

NOW, THEREFORE, IT IS ORDERED that MIKE WHEELER is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2027, or until his successor has been appointed or otherwise qualified to act.

IT IS FURTHER ORDERED that the oath and bond heretofore tendered by MIKE WHEELER is hereby approved.

PASSED this 11th day of September, 2025.


Chairman of the County Board,
Shelby County, Illinois.


Shelby County Clerk

COPY

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS
SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
CLARKSBURG & SHELBYVILLE)
TOWNSHIPS DRAINAGE DISTRICT) No. 2012MC01
NO. 1, TOWNSHIPS OF CLARKSBURG)
& SHELBYVILLE, SHELBY COUNTY,)
ILLINOIS.)

OFFICIAL BOND

We, MIKE WHEELER, as principal, and PETER DOVE and JULIE ELBERT, as sureties, of the County of Shelby, State of Illinois, are held and firmly bound unto the People of the State of Illinois, in the penal sum of FIVE HUNDRED and 00/100 DOLLARS (\$500.00), for the payment of which well and truly to be made, we bind ourselves, and each of us, our heirs, executors and administrators, and each of them, jointly, severally and firmly by these presents on August 13, 2025.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas, the said MIKE WHEELER has been duly appointed Drainage Commissioner in and for the Combined Clarksburg & Shelbyville Townships Drainage District No. 1, Townships of Clarksburg & Shelbyville, Shelby County, Illinois.

NOW, THEREFORE, If the said MIKE WHEELER shall justly and fairly account for and pay over all moneys that may come into his hands, by virtue of his said office, and shall well and truly perform all and every act and duty enjoined upon him by the laws of this State, to the best of his skill and ability, then this obligation to be void, otherwise to remain in full force and effect.

Signed, Sealed and Delivered in the Presence of
Elizabeth E. Nohren, Attorney for District

MIKE WHEELER, Principal

PETER DOVE, Surety

JULIE ELBERT, Surety

STATE OF ILLINOIS)
) ss
COUNTY OF SHELBY)

I, Elizabeth E. Nohren, a Notary Public hereby certify that MIKE WHEELER, PETER DOVE, and JULIE ELBERT who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed, and delivered said instrument as their free and voluntary act for the uses and purposes as therein set forth.

Dated this 13 day of August, 2025.



Notary Public



COPY

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS
SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
CLARKSBURG & SHELBYVILLE)
TOWNSHIPS DRAINAGE DISTRICT) No. 2012MC01
NO. 1, TOWNSHIPS OF CLARKSBURG)
& SHELBYVILLE, SHELBY COUNTY,)
ILLINOIS.)

OATH

STATE OF ILLINOIS)
) ss
COUNTY OF SHELBY)

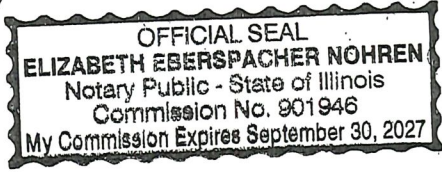
I do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Drainage Commissioner of COMBINED CLARKSBURG & SHELBYVILLE TOWNSHIPS DRAINAGE DISTRICT NO. 1, TOWNSHIPS OF CLARKSBURG & SHELBYVILLE, SHELBY COUNTY, ILLINOIS, according to the best of my ability.


Mike Wheeler

Signed and sworn to before me this

13 day of August, 2025.


Notary Public



COPY

IN THE CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT OF ILLINOIS

SHELBY COUNTY, ILLINOIS

IN THE MATTER OF THE COMBINED)
CLARKSBURG & SHELBYVILLE)
TOWNSHIPS DRAINAGE DISTRICT) 12-MC-01
NO. 1, TOWNSHIPS OF CLARKSBURG)
& SHELBYVILLE, SHELBY COUNTY,)
ILLINOIS.)

RESIGNATION

I, MICHAEL DOVE, do hereby resign as Commissioner of Combined Clarksburg & Shelbyville Townships Drainage District No. 1, Townships of Clarksburg & Shelbyville, Shelby County, Illinois, effective this date.

Dated this 12th day of August, 2025.



MICHAEL DOVE

COUNTY CLERK RECORDER REPORT
FOR PERIOD OF
AUGUST 2025

COUNTY FUNDS

RECORDING FUNDS ON HAND balance from last month	\$45,159.70
RECORDING	\$19,220.00
IL REAL ESTATE TRANSFER TAX	\$8,385.50
COUNTY REAL ESTATE TRANSFER TAX	\$4,192.75
VITAL CERTIFIED COPIES	\$1,828.00
XEROX COPIES	\$218.00
MARRIAGE LICENSE	\$1,390.00
DOMESTIC VIOLENCE FUND 22 AUGUST marriage licenses @ \$5.00 EA	\$110.00
TAX REDEMPTION	\$1,505.00
MISCELLANEOUS	\$230.00
CHARGE/LAREDO PAYMENTS	\$3,406.33
Repayment of ISF returned check for recording	\$77.00
correction from July entry error	\$1.00
TOTAL RECIEPTS	\$40,563.58

RECEIPTS PLUS BEGINNING BALANCE	\$85,723.28
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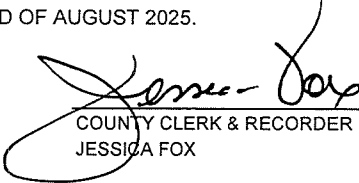
TRANSFERRED TO General, Recording and GIS Funds	\$29,831.70
RHSP TO STATE	\$4,572.00
IL TRANSFER TAX PAYMENT for previous month	\$11,179.00
IDPH July DEATH CERTS 17 @ \$4 EA	\$68.00
DOMESTIC VIOLENCE FUND 14 July MARR. LIC. @ \$5 EA	\$70.00
Debit of ISF returned check for recording	\$77.00
TOTAL PAYMENTS	\$45,797.70

ENDING BALANCE for Funds on Hand August 31, 2025	\$39,925.58
TOTAL	\$85,723.28

FUNDS ON HAND	
BANK CHECKING ACCT August 31, 2025	\$38,164.08
CASH ON HAND August 31, 2025	\$1,761.50
TOTAL ending balance	\$39,925.58

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 AUGUST 2025.

DATED: September 5, 2025


COUNTY CLERK & RECORDER
JESSICA FOX

GIS			
258	doc @	\$1.00	\$258.00 Recording Fund ck #3741
258	doc @	\$17.00	\$4,386.00 GIS Fund ck #3742

EARNINGS			
258	doc @	\$18.00	\$4,644.00 Recording Fund ck #3743

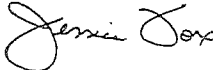
FEES		BALANCE OF FEES	\$13,689.33 General Fund ck #3744
		IL TRANSFER TAX	\$8,385.50 ACH pmt \$7,085.50 due to eRecordings
		CO TRANSFER TAX	\$4,192.75 General Fund ck #3745

230	doc @	\$18.00	\$4,140.00 RHSP ACH pmt
230	doc @	\$0.50	\$115.00 General Fund ck #3746
230	doc @	\$0.50	\$115.00 County Clerk
TOTAL			\$39,925.58

AUGUST DEATH CERTS 23 @ \$4 = \$92.00

Prepared by Angie Bricken Date 9-5-25

FILED
SEP 05 2025


SHELBY COUNTY CLERK