September 8, 2026

SHELBY COUNTY BOARD MEETING AGENDA
September 10, 2026 – 7:00 P. M.
COURTROOM A-Shelby County Courthouse, Shelbyville, IL

1. Call to Order – Pledge of Allegiance - Prayer
2. Roll Call
3. Discussion and vote to approve board minutes from August 13, 2026
4. Public Body Comment
5. Brad Porter, CPA – Lauterbach & Amen – Remote presentation of the audit for fiscal year ending November 30, 2024
6. Discussion and vote to accept the FY 2024 audit as presented
7. Discussion and vote to approve a special event liquor permit for Kenter's Tavern (Teutopolis) to serve/sell alcoholic liquor at No Bad Days Farm in Shelbyville Township from 5:00 PM to 11:00 PM on October 23 for a wedding
8. County Highway Engineers Report (Michael Tappendorf) – Highway Engineer's Report; Discussion and vote to approve the following items:
   A. 50/50 petition with Rose Township Highway Commissioner to remove/replace a culvert located at 1350E/1260 N. Estimated costs are $16,745
   B. Phase 3 engineering assistance scope of work from Hutchinson Engineering for Foxglove Wind Project
   C. Safety Manual for Highway Department
   D. Engineering agreement with Hutchinson Engineering for various bridge repair projects around the county (087-3412, 087-3380, 087-3312, & 087-3100)
9. Discussion and vote to approve a resolution for Shelby County, as Trustee to acquire all tax certificates pursuant to Public Act 104-0553
10. Discussion and vote to approve a temporary moratorium on data center permits
11. Discussion and vote to approve the resolution to transfer parcel 0524-03-13-302-005 from the County of Shelby, as Trustee, to Thomas Stanil for $2,000
12. Committee Reports
13. Chairman Updates & Correspondence
14. Chairman Appointments –
    Greg Kuhn– Commissioner of Oconee Drainage Dist. Trustee (3-year term)
    Nancy Handegan – Commissioner of Combined Drainage District #2 Town of Tower Hill (3-year term)
    Kent Kuhle – Commissioner of Union Drainage District #1 Townships of Flat Branch and Assumption (3-year term)
    Julie Elbert – Commissioner of Combined Clarksburg and Shelbyville Townships Drainage District #1 (3-year term)
15. Old Business
16. Discussion and vote to approve payment of claims
17. Public Body Comment
18. Adjournment

Prayer this month given by board member Tad Mayhall

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

SHELBY COUNTY BOARD MEETING
September 10, 2026 – 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 10, 2026, 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, and Mayhall delivered the prayer.

County Clerk Jessica Fox called the roll. Grant, McCormick, and Tate were absent. Edwards was tardy and arrived in the meeting at 7:08 PM.

Minutes for the August 13, 2026, board meeting were presented for approval. Gregg made motion to approve the minutes. Wood seconded said motion, which passed by voice vote (16 yes, 0 no).

Chairman Mayhall called for public body comment.

Several in attendance expressed concerns about the Fox Glove Wind Energy project and asked the board to be open and transparent with the public regarding the wind and solar energy processes and stated the public should be able to access information about adverse effects to endangered species and make certain what the county allows follows the county ordinance.

Many spoke out in opposition against these wind/solar, and data center projects.

Zoning Administrator John Herron addressed the group and stated the Fox Glove Wind Project is in the late pre-permitting stage. The Phase 3 language only deals with the road use agreement, which must be in place prior to Fox Glove getting their permit.

Edwards entered the meeting at 7:08 PM. (17 now present).

CPA Brad Porter with Lauterbach & Amen presented the audit report for fiscal year end November 30, 2024. Porter told the board they hoped to present the audit for fiscal year ending 2025 in late fall and get Shelby County back on track with their audits. Porter thanked Sikich and Anna Cadmus for the pre-audit work, as well as those departments that provided required documents in a timely manner. Porter stated prior recommendations from the 2023 audit still apply and was aware policies were being developed to address the prior findings. Shelby County remains in good financial standing. Mayhall informed those in attendance he has had many difficult conversations with various departments in the State, and the threats of fine/fees and loss of grant funding from the Comptroller's office due to the delinquencies of the audits which were a direct result of inaction by the prior board. A lot of work has been put in to get things corrected and get Shelby County on the path to good financial health and timely audits. Mayhall thanked Porter and the teams at Lauterbach and Amen, as well as Sikich for their hard work.

Boehm made motion to accept the audit as presented for fiscal year ending November 30, 2024. Yantis seconded said motion, which passed by voice vote (17 yes, 0 no).

Matlock made motion to approve a special event liquor permit for Kenter's Tavern to serve/sell liquor at No Bad Days Farm in Shelbyville Township from 5:00 PM to 11:00 PM on October 23 for a wedding. Cole seconded said motion, which passed by voice vote (17 yes, 0 no).

At this time Mayhall called for the Highway Engineer's report.

County Engineer Michael Tappendorf requested approval for the following items:

A. 50/50 petition with Rose Township Highway Commissioner to remove/replace a culvert located at 1350E/1260 N. Estimated costs are $16,745
B. Phase 3 engineering assistance scope of work from Hutchinson Engineering for Foxglove Wind Project
C. Safety Manual for Highway Department
D. Engineering agreement with Hutchinson Engineering for various bridge repair projects around the county (087-3412, 087-3380, 087-3312, & 087-3100)

Mayhall stated he would take a motion for items A, C, and D. The Phase 3 item will be discussed separately.

Gregg made motion to approve the 50/50 with Rose Township, the Safety Manual for the Highway Department, and the Engineering agreement with Hutchinson Engineering for various bridge repair projects around the county. Yantis seconded said motion, which passed by roll call vote (15 yes, 2 no). Ayes: Boehm, Brown, Cole, Conlin, Edwards, Gregg, Hardy, Mayhall, Morse, Pritchard, Strohl, Syfert, Wafford, Wallace, and Yantis. Nay: Matlock and Wood.

Yantis made motion to approve the Phase 3 engineering assistance scope of work with Hutchinson Engineering for Fox Glove wind project. Wood seconded said motion. A lengthy discussion was held.

Tappendorf explained this firm was selected based on the QBS (Quality Based Selection) procedures from the State. Tappendorf also stated the term "Phase 3" was an IDOT term, while normally Phase 1 and 2 are environmental and design engineering. Shelby County will likely only be involved in this project once it reaches Phase 3. The Foxglove project is not permitted but is in the late pre-permitting phase. It is vital the Highway Department have an engineer to work as a "consultant" on the county's behalf for road use, drainage issues, pre survey, which is typically part of the road use agreement. The county is still working on the road use agreement to make certain county and township roads are returned to the same or better condition after this project. There is no local tax money used. In other counties the developer of these projects has paid 100% of the costs incurred for this engineering firm. The first step in getting the road use agreement developed and in place is to hire Hutchinson. The state has taken control of this issue away from the county, so Shelby County must do what it can, within reason, to protect its citizens, the roadways, and our resources. There are many unanswered questions, such as the county to be on the hook financially if the developer falls through. Mayhall told the large group in attendance that the board has no control since the State of Illinois has set the rules about what can and can't be done regarding these projects.

Yantis's motion, with Wood's second, passed by roll call vote (16 yes, 1 no). Ayes: Boehm, Brown, Cole, Conlin, Edwards, Gregg, Matlock, Mayhall, Morse, Pritchard, Strohl, Syfert, Wafford, Wallace, Wood, and Yantis. Nay: Hardy.

Gregg made motion to approve the resolution allowing the County, as Trustee, to take all tax sale parcels due to recent legislation changes (PA 104-0553). Matlock seconded said motion, which passed by voice vote (17 yes, 0 no).

Pritchard made motion to approve an Ordinance placing a temporary moratorium on data center permits in Shelby County for 1 year. Boehm seconded said motion, which passed by voice vote (16 yes, 1 no – Wallace).

Matlock made motion to approve the resolution to transfer parcel 0524-03-13-302-005 from the County of Shelby, as Trustee to Thomas Stanill for $2,000. Boehm seconded said motion, which passed by voice vote (17 yes, 0 no).

There were no committee reports.

Under Chairman updates, Mayhall reported he had recently signed 19 titles for the disposition of CEFS buses. Budget prep season is under way; several board members have offered to assist with this process by meeting with various department heads to review those budgets.

Mayhall requested the following appointments.

Greg Kuhn – Commissioner of Oconee Drainage Dist. Trustee (3-year term)
Nancy Handegan – Commissioner of Combined Drainage District #2 Town of Tower Hill (3-year term)
Kent Kuhle – Commissioner of Union Drainage District #1 Townships of Flat Branch and Assumption (3-year term)
Julie Elbert – Commissioner of Combined Clarksburg and Shelbyville Townships Drainage District #1 (3-year term)

Boehm made motion to approve the appointments. Matlock seconded said motion, which passed by voice vote (17 yes, 0 no).

Wood 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: Boehm, Brown, Cole, Conlin, Edwards, Gregg, Hardy, Matlock, Mayhall, Morse, Pritchard, Strohl, Syfert, 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:

It was asked if road commissioners will have input into the road use agreements that might apply to their respective townships.
The board was asked to look into a 4th Judicial Appellate Court District ruling regarding Tate Solar vs Winnebago County.

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

Boehm made motion to adjourn until the next regular meeting to be held on October 8, 2026. Matlock seconded said motion, which passed by voice vote (17 yes, 0 no) and the meeting was adjourned at 8:20 P.M.

[redacted]

Jessica Fox
Shelby County Clerk and Recorder

STATE OF ILLINOIS **ROLL CALL VOTES IN COUNTY BOARD**

SHELBY COUNTY

Sept. 10, 2026 **REGULAR MEETING**

		ROLL CALL			QUESTIONS									
			9/10/2026	/2026	Hwy Items ON MOTIONS TO A, C, D	so/so pave safety Manual Eng Agrument	Phase 3 ON MOTIONS TO Fox Grove Wind	Project Hutchinson Engineering	Payment of ON MOTIONS TO Claims		ON MOTIONS TO		ON MOTIONS TO	
COUNTY BOARD MEMBERS		MILEAGE	P.M.	P.M.	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY
	BOEHM, TERESA		✓		✓		1		✓					
	BROWN, TIM	41	✓		✓		2		✓					
	COLE, CAROL	0	✓		✓		3		✓					
	CONLIN, SHAWN	39	✓		✓		4		✓					
	EDWARDS, JULIE		✓1908		✓		5		✓					
	GRANT, CHRISSY		A											
	GREGG JEFF	0	✓		✓		6		✓					
	HARDY, CLAY	20	✓		✓			1	✓					
	MCCORMICK, HEATH		A											
	MATLOCK, CHRISTINE		✓			✓	7		✓					
	MAYHALL, TAD	14	✓		✓		8		✓					
	MORSE, TIM		✓		✓		9		✓					
	PRITCHARD, AUSTIN		✓		✓		10		✓					
	STROHL, JOHN	0	✓		✓		11		✓					
	SYFERT, LARRY	14	✓		✓		12		✓					
	TATE, DON	40	A											
	WAFFORD, CHRISTY		✓		✓		13		✓					
	WALLACE, BRENT	50	✓		✓		14		✓					
	WOOD, JUDY		✓			✓	15		✓					
	YANTIS, CHAD		✓		✓		16		✓					

SHELBY COUNTY, ILLINOIS

ANNUAL FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED
NOVEMBER 30, 2024

301 E. Main St.
Shelbyville, Illinois 62565
Phone: 217.246.3592
Fax: 217.774.4999
www.shelbycounty-il.gov

Shelby County Board

P. O. Box 230
Shelbyville, Illinois 62565

Phone:
217/774-4421

September 10, 2026

State of Illinois
Liquor Control Commission
300 W. Jefferson St.
Suite 300
Springfield, IL 62702

To Whom it May Concern:

The Shelby County Liquor Commissioner hereby gives its approval for Kenter Tavern to sell alcoholic beverages at No Bad Days Farm on Friday, October 23, 2026, from 5:00 PM– 11:00 PM.

The location of No Bad Days Farm is 2300 E 1421 North Rd, Middlesworth, Illinois 62565.

Sincerely,

[redacted]

Tad Mayhall
Shelby County Liquor Commissioner

TM:jf

September 2026 Engineer Report:

- Maintenance –

Mowing Roadsides	Patch Holes
Railroad Xing Construction	Roadside Spraying
Equipment Maintenance	Aggregate Hauling
Millings From Airport	Truck inspection
Oiled West 2 Mile Road	Dead Deer
Findlay/Bethany Road Oiling	Dollville Road Oiling

- Front Office Team

Solar Farm Coordination	Maintenance Crew Assistance
Ash Grove Township Construction Inspection	County Highway 19 Construction Inspection
OKAW TWP RR Xings Inspection	Ash Grove TWP Bridge Reconstruction
County Highway 6 & 11 Plans	County Highway 15 Construction Inspection Prep
Bridge Design Coordination	Permits Review
Safety Planning and OSHA prep	Next Year Construction Prep
2027 Budget Prep	

- Grants - Received
  - HSIP –Cape Seal on CH 19/Assumption Road.
  - LPF Grant Funding
    - Received $2.5 million to be Shared with Moultrie County for Findlay Bridge Repairs and Coal Shaft Bridge Repairs.
    - Ash Grove TWP Bridge - $602,842 Granted – Bridge Almost Complete
    - Clarksburg TWP Bridge - $900,000 Granted – Bid opening April 22nd at 9am
- Grants – Applying
  - TARP Grant (3 Applications Completed)
    - County Highway 3/Findlay Road
    - County Highway 16/Tower Hill-Moweaqua Blacktop
    - County Highway 23/Sigel Road
  - EDP, Park, Flap, Tarp, Special Bridge, USDA. Apply when available
- In House Projects –
  - Drainage Projects
  - Richland Bridge 087-3344 Bridge Design
    - Joint Application submitted and received
    - Draft Preliminary Hydraulic Report submitted
  - Road Oiling – Various Roads
- Projects - Roads
  - Union Pacific Railroad Crossings.
    - Gonzalez RR Xings – 3 Okaw TWP, 1 Clarksburg TWP;
      - OKAW TWP 1 Completed, 1 In Progress..
      - Clarksburg TWP – Waiting on designers
  - County Highway 19 – Cape Seal Completed, Waiting on Striping
  - County Highway 16 – Pushing back due to Wind Farm. Anticipated October RUA.
    - Soil Cement Roadway, with Oil/chip surface.
    - Soils Report Completed.
    - In House Plans in Progress

- County Highway 15 – Anticipated Start Date of Sept 8th.
  - A2 – Oil Chip Roadway
- County Highway 3 (West and through Findlay) – Anticipated within 5 years
  - CIR with Asphalt Surfacing
- County Highway 2 (North of Findlay) – Anticipated within 7 years
  - Soil Cement Roadway (FDR) with Oil/Chip Surface. Working on Drainage Design
  - Met with Howell-Landowners. They recommended changes to go East. 1 landowner not likely to sign per other landowners.
- County Highway 21 (Moweaqua Blacktop) - Anticipated within 5 years
  - CIR with Cape Seal Surfacing
- County Highway 6, County Highway 11 Federal Oil/Chip. Tentative Bid Next Year

- Projects – Bridges
  - Findlay Bridge 087-3001–
    - Bearing & Deck Repairs – Final Plans at state for review, Grant Received
  - Ash Grove/Big Spring Bridge – PROJECT COMPLETE
  - Rural TWP Bridge – Final Plans at IDOT, Bidding Soon.
  - Clarksburg TWP Bridge – Project Underway
  - Rose TWP – 1000N - 087-3161 – Final Plans at IDOT, Bidding soon
  - Other Bridges Set in Motion or have been requested
    - Flat Branch TWP – 2200N – 087-3069 – Gonzalez Engineering
    - Dry Point TWP – 400N – 087-3234 - Lochmueller
    - SCHD – CH 40 – 087-3041 – HLR Engineering – Plans Progressing
    - Richland TWP –1200N - 087-3148 – CDI Engineering
    - Richland TWP – 1325N – 087-3136 – SCHD
    - Richland TWP – 1500N - 087-3344 – SCHD Plans Progressing
    - Oconee TWP – 800N – 087-3279 - Chastain Associates
    - Oconee TWP – 100E – 087-3053 - Chastain Associates
    - Sigel TWP -500N -087-3225 – Upchurch Associates
    - Cold Spring TWP – 500N – 087-3397 - TBD
- Expectations – Please be forthcoming if anything is not meeting expectations.

Per Section 6-501

Petition of County Aid
To Build or Repair Bridge, Culvert or Drainage Structure

STATE OF ILLINOIS
County of Shelbyville, IL
Road District of Rose Township

To the County Board of Shelbyville County, Illinois

Per Section 5-501 of the Illinois Highway Code, the undersigned, Highway Commissione Rose Township in said County, would respectfully requests:

Location: TR 152A at a point within S 1/2 of Section 17, T11N, R3E, 3 miles West of Shelbyville, IL
Replace 5'x7' Metal Plat pipe with 84" ERS DIA by 40 foot Poly Coated pipe.
Pipe & Rock : 84" DIA ERS x 40 foot = $13,493 Labor, Eqipt. Mat'l = $3,252 **TOTAL = $16,745**

in said road district, which the road district is responsible.

The anticipated cost of the proposed project will b $16,745.00 Dollars, which sum will be more than 0.02% of the full, fair cash value of all the taxable property in said Road District, as equalized or assessed by the Department of Revenue, and the tax rate for road purposes in said Road District was in each year for the 2 years last past not less than the maximum allowable rate provided for in Section 6-501 of the Illinois Highway Code.

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

Being duly sworn, on oath says that this affidavit attached is necessary and that the sum will not be more expensiv than is needed for the purpose required.

Date at Shelby Co. Highway Dept., this _____ day of _____ 20 26

[redacted]
Joel Forlines
Highway Commissioner

Road and Bridge Committee Approval

The Shelby County Road and Bridge Committee has reviewed the proposed bridge aid application submitted by Rose Township, for the proposed project which has an anticipated cost $16,745, which the county will provide one half of the expenses from the "County Bridge Fund".

This application is hereby accepted to on this ____ day of _____, 20____

[redacted]
Road and Bridge Committee Chairman

County Board Approval

This application is hereby accepted to on this 10th day of September, 2026

[redacted]
County Clerk

[redacted]
County Board Chair

SHELBY COUNTY HIGHWAY DEPT

Shelby County Highway Department
1590 State Highway 16,
Shelbyville, IL 62565
P: (217) 774-2721
F: (217) 774-2688
E:shelbycohwy@shelbycounty-il.gov

PROJECT	Rose TWP 5050 Final
SUBJECT	1350E/1260N (TR 152A)
	.4 Mile South of IL Rte 16
DATE 8/31/2026	PREP. BY MAT
CHECK BY	SHEET 1 OF

Demolition of Existing Pipe

ITEM:	Estimate of Hours:	Rental Rate:	Estimate of Cost:
Man hours - 1/2 Day - 3 Guys	12	$28.03	$336.36
Excavator Hours	4	$168.03	$672.12
Dump Truck Hours	8	$69.78	$558.24
Pickup Hours	1	$18.23	$18.23
Semi Tractor	1	$66.91	$66.91
Trailer - Low Boy	1	$15.20	$15.20

Installation of 84" ERS CMP (Poly Coated Metal Pipes)

ITEM:	Estimate of Hours:	Rental Rate:	Estimate of Cost:
Man hours - 1/2 Day - 3 Guys	12	$28.03	$336.36
Excavator Hours	4	$168.03	$672.12
Dump Truck Hours	8	$69.78	$558.24
Pickup Hours	1	$18.23	$18.23

Material Cost:

84" ERS SPIRALIZED POLY COATE	40	FOOT	$298.10	/Foot	$11,924.00
COATED PIPE					
Lifting Lugs for Pipe	1	EACH	$100.00	/EACH PAIR	$100.00
Aggregate Base Course, Type B	55.1	TONS	$16.50	/TON	$909.15
RIPRAP RR#3	30	TON	$18.65	/TON	$559.50
				Total Cost	$16,744.66
				1/2 Cost	$8,372.33
				Equipment and Labor Cost	$3,252.01

Scope of work to include:
-REMOVE FAILING 5'x7' PIPE AND REPLACE WITH 84" ERS

Streamstats Flow Sizing

25 Year Storm	359	CFS
50 Year Storm	431	CFS
Inter. 30 Year Storm	373.4	CFS

*Pipe Overtops at 255.4, we are upsizing the pipe as much as practical. This area floods entirely when river is out. No damage is expected from undersizing.

SHELBY COUNTY

HIGHWAY DEPARTMENT

SAFETY MANUAL

Adopted: _____
Revised: _____

This manual contains the Department's written safety programs.
It supplements, and is incorporated by reference into, the Shelby County Highway Department Employee Handbook.
A copy shall be maintained at each Department facility and made available to every employee.

This manual is a policy and training reference. It does not replace, and shall not be read to limit, the applicable requirements of 29 CFR 1910 and 1926 or other governing law. Consult the Department Head or Safety Coordinator with questions.

Contents

Part 1 — Program Administration
Part 2 — Hazard Communication Program
Part 3 — Personal Protective Equipment (PPE) Program
Part 4 — Fall Protection Program
Part 5 — Electrical Safety Program
Part 6 — Excavation and Trenching Safety Program
Part 7 — Flagger and Traffic Control Safety Program
Part 8 — Chain Saw Safety Program
Part 9 — Aerial Lift Safety Program
Part 10 — Rigging and Material Handling Safety Program
Part 11 — Respiratory Protection Program
Part 12 — Hearing Conservation Program
Part 13 — Respirable Crystalline Silica Exposure Control Program
Part 14 — Emergency Action Plan

Part 1 — Program Administration

1.1 Purpose and Scope

This Safety Manual establishes the Shelby County Highway Department's written safety and health programs. It applies to all Department employees, and to contractors and visitors while on Department property or work sites, to the extent their activities are covered by a program in this manual.

This manual works together with the Shelby County Highway Department Employee Handbook. The Handbook sets out general conduct and day-to-day safety standards; this manual contains the detailed, task-specific written programs required for the higher-hazard work the Department performs, including work on excavations, elevated platforms, energized electrical equipment, and confined or traffic-exposed work zones.

1.2 Safety Policy Statement

The Shelby County Highway Department is committed to providing a safe and healthful workplace for every employee. Safety is not secondary to production or schedule — no task is so urgent that it cannot be done safely. Every employee, from the County Board and Department Head to the newest hire, shares responsibility for identifying and correcting hazards.

1.3 Responsibilities

Department Head / Safety Coordinator

- Maintains and periodically updates this Safety Manual to reflect changes in regulations, equipment, and operations.
- Ensures required training is scheduled, delivered, and documented for all applicable programs.
- Reviews incident reports, identifies trends, and directs corrective action.
- Serves, or designates a Competent Person / Qualified Person, as required by specific programs in this manual (excavation, fall protection, rigging, etc.).

Foremen and Supervisors

- Enforce the programs in this manual at the work site and correct unsafe conditions or behavior immediately.
- Confirm employees have received required training before assigning higher-hazard work.
- Conduct or arrange job briefings before excavation, aerial lift, rigging, or traffic control work begins.

Employees

- Follow the requirements of this manual and stop work if a task cannot be performed safely.
- Report hazards, near-misses, damaged equipment, and injuries immediately.
- Attend and actively participate in required training.

1.4 Training and Recordkeeping

- Training required by any program in this manual shall be completed before an employee performs the associated work, and refreshed at the interval stated in that program or whenever conditions, equipment, or regulations change.
- Training shall be documented (topic, date, attendee names/signatures, instructor) and retained in the employee's training file.
- Toolbox talks and job briefings should be documented using a sign-in sheet or the Department's toolbox talk attendance roster.

1.5 Discipline for Safety Violations

Safety violations are addressed under the progressive discipline policy in the Employee Handbook. Because some violations create immediate, serious risk to the employee, co-workers, or the public (for example, working in an unprotected trench, disabling a machine guard, or bypassing fall protection on an aerial lift), the Department reserves the right to move directly to suspension or termination for such violations without progressing through each step of discipline.

1.6 Accident and Incident Reporting, Investigation

- All injuries, illnesses, near-misses, and property-damage incidents shall be reported to a supervisor immediately.
- The supervisor shall complete an incident report and secure the scene/equipment as needed to preserve evidence.
- The Department Head or Safety Coordinator shall lead or assign an investigation for any injury requiring medical treatment beyond first aid, any near-miss with serious injury potential, and any incident involving a member of the public.
- Investigations shall focus on root causes and corrective action, not blame, and findings shall be shared with affected crews.
- OSHA-recordable injuries and illnesses shall be logged on OSHA Forms 300/300A/301 as required by 29 CFR 1904, and any required reports to OSHA (e.g., fatalities within 8 hours; in-patient hospitalizations, amputations, or loss of an eye within 24 hours) shall be made by the Department Head or designee.

Part 2 — Hazard Communication Program

This program is maintained consistent with OSHA's Hazard Communication Standard, 29 CFR 1910.1200, so that employees know the identity and hazards of the chemicals they may be exposed to, including fuels, solvents, de-icing chemicals, paints, and herbicides.

2.1 Chemical Inventory and Safety Data Sheets (SDS)

- The Department maintains a current inventory of hazardous chemicals used or stored at each facility.
- A Safety Data Sheet (SDS) is maintained for each hazardous chemical and is accessible to employees during every shift, in binder or electronic form.
- The Safety Coordinator updates the SDS library whenever a new chemical is brought into use and removes SDSs for chemicals no longer in use.

2.2 Labeling

- Chemicals received from a supplier shall retain the manufacturer's label, including product identifier, signal word, hazard statement(s), pictogram(s), and precautionary statement(s).
- Secondary containers (e.g., spray bottles, portable cans) shall be labeled with the product identity and applicable hazard information, or kept for the immediate, exclusive use of the employee who filled them during that work shift.
- Damaged or illegible labels shall be replaced before the container is used further.

2.3 Employee Training

Training

- Before working with or near a hazardous chemical, employees shall be trained on: how to read a label and SDS; the physical and health hazards of the chemicals in their work area; and protective measures, including PPE and safe handling/storage practices.
- Training shall be repeated whenever a new chemical hazard is introduced into the employee's work area.

2.4 Non-Routine Tasks and Contractors

- Before a non-routine task involving a hazardous chemical is performed, the supervisor shall brief affected employees on the specific hazards involved.
- Outside contractors working on Department property shall be informed of any hazardous chemicals they may be exposed to and shall be provided access to relevant SDSs; contractors shall likewise inform the Department of hazardous chemicals they bring on site.

Part 3 — Personal Protective Equipment (PPE) Program

Policy

Engineering and administrative controls are the Department's first line of defense against workplace hazards. Where those controls cannot fully eliminate a hazard, appropriate personal protective equipment (PPE) shall be provided, used, and maintained consistent with 29 CFR 1910 Subpart I.

3.1 Hazard Assessment

- The Safety Coordinator, with supervisor input, shall conduct and document a PPE hazard assessment for each major job classification and task (equipment operator, laborer, mechanic, flagger, chain saw operator, etc.).
- The assessment shall identify hazards to the head, eyes/face, hands, feet, body, and hearing, and specify the PPE required to protect against each hazard.
- Hazard assessments shall be reviewed whenever a new task, tool, or piece of equipment is introduced, and after any incident that suggests the assessment needs updating.

3.2 Minimum PPE Requirements

Body Area	Minimum PPE	When Required
Head	ANSI Z89.1 hard hat	Overhead hazards; near suspended loads, aerial lifts, excavations, tree work
Eyes/Face	ANSI Z87.1 safety glasses; face shield for grinding/cutting	Grinding, cutting, chain saw use, chemical handling, striking tools
Hearing	Ear plugs or muffs (NRR appropriate to exposure)	Operating mowers, chain saws, chippers, and other equipment per Hearing Conservation Program
Hands	Task-appropriate gloves (cut-resistant, chemical-resistant, leather, etc.)	Handling material, chemicals, sharp tools, or hot surfaces
Feet	ANSI-rated steel/composite-toe boots	All field and shop work
High-Visibility	ANSI/ISEA Class 2 (Class 3 for higher-speed/night work)	Any work on or near the roadway
Fall Protection	Full-body harness and lanyard/SRL as specified	Aerial lift use, elevated work per Fall Protection Program
Respiratory	Respirator per assessment	Silica-generating tasks, spraying, per Respiratory Protection Program

3.3 Selection, Fit, Use, and Care

- PPE shall be selected to properly fit the individual employee; ill-fitting PPE shall be exchanged, not "made to work."
- Employees shall inspect PPE before each use and report damaged or worn PPE to their supervisor for replacement.
- PPE shall be cleaned, stored, and maintained per manufacturer instructions.

- Prescription safety glasses or other accommodations shall be arranged through the supervisor when an employee's vision correction affects standard eye protection.

3.4 Provision and Cost

The Department provides required PPE at no cost to the employee, except for ordinary safety-toe footwear and prescription safety eyewear where permitted by policy and applicable law. Employees are responsible for bringing issued PPE to work and using it as trained.

Training

- Before performing a task requiring PPE, employees shall be trained on when PPE is necessary, what PPE is necessary, how to properly wear/adjust/remove it, its limitations, and its proper care, maintenance, and useful life.
- Retraining is required when workplace changes make prior training obsolete, when PPE changes, or when an employee's use of PPE indicates they have not retained the necessary understanding or skill.

Recordkeeping

- Written hazard assessments and PPE training records are maintained by the Safety Coordinator.

Part 4 — Fall Protection Program

Policy

Employees exposed to a fall hazard of 4 feet or more in general industry operations, or 6 feet or more in construction operations, shall be protected by an appropriate fall protection system. The Department's highest fall-hazard exposures are aerial lift operation, work on bridges/structures, and elevated platforms or equipment.

4.1 Fall Hazard Identification

- Common fall exposures for Department employees include aerial lift buckets, bridge decks and railings, loading platforms, the tops of loaded trucks/trailers, and ladders.
- Before elevated work begins, the supervisor shall identify fall hazards present and confirm the correct fall protection system is available and in serviceable condition.

4.2 Fall Protection Systems

- Guardrail Systems — top rail (42" ± 3"), mid-rail, and toe board where falling objects are a concern; used on fixed platforms and some bridge work.
- Personal Fall Arrest Systems (PFAS) — full-body harness, shock-absorbing lanyard or self-retracting lifeline (SRL), and anchorage capable of supporting 5,000 lbs per employee attached, or engineered with a safety factor of at least two.
- Aerial lift buckets require the manufacturer-specified body harness and lanyard, attached to the designated anchor point in the bucket, at all times the bucket is elevated. See Part 9, Aerial Lift Safety Program.
- Positioning device systems may be used only for tasks where the system limits free fall to 2 feet or less; they are not a substitute for PFAS where a greater fall exposure exists.

4.3 Anchorage, Inspection, and Equipment Care

- Anchor points shall be independent of any anchorage used to support or suspend platforms, and shall be capable of supporting the loads specified in Section 4.2.
- Harnesses, lanyards, and SRLs shall be inspected by the user before each use for cuts, fraying, chemical damage, and proper function of hardware; damaged equipment shall be removed from service immediately and tagged "DO NOT USE."
- Any fall protection equipment involved in an actual fall arrest shall be removed from service and either destroyed or returned to the manufacturer for inspection/recertification.

4.4 Rescue Procedures

- Before elevated work with PFAS begins, the crew shall have a plan for prompt rescue of a suspended worker, since prolonged suspension can be life-threatening (suspension trauma).
- For aerial lift work, the ground-level controls shall be checked as operable before elevated work begins, so a second trained employee can lower the platform if the operator becomes incapacitated.
- Call 911 immediately for any fall requiring rescue, and follow the Emergency Action Plan (Part 14).

Training

- Employees exposed to fall hazards shall be trained by a Competent Person to recognize fall hazards, correctly use the specific fall protection systems provided, inspect equipment, and understand rescue procedures, before performing elevated work.
- Retraining is required whenever equipment, work procedures, or fall hazards change, or when an employee's use of the system indicates a need for retraining.

Recordkeeping

- Training records and periodic (at least annual) fall protection equipment inspection records are maintained by the Safety Coordinator.

Part 5 — Electrical Safety Program

Policy

Contact with energized electrical conductors — overhead power lines, underground utilities, and equipment circuits — is a leading cause of fatalities in highway department work. Employees shall treat all power lines as energized until the utility confirms otherwise, and only qualified persons may work on electrical equipment or circuits.

5.1 Overhead Power Line Awareness

- Before raising a dump truck bed, aerial lift boom, or any other equipment near overhead lines, the operator shall identify line location and maintain the minimum approach distance in the table below.

Voltage (nominal, kV)	Minimum Approach Distance
Up to 50 kV	10 feet
Over 50 kV to 200 kV	15 feet
Over 200 kV to 350 kV	20 feet
Over 350 kV to 500 kV	25 feet
Unknown voltage	Treat as the highest voltage in the table (25 feet) until confirmed by the utility

- A dedicated spotter shall be used whenever equipment operates near overhead lines and clearance is difficult for the operator to judge alone.
- If equipment contacts a power line, employees shall stay on/in the equipment (unless fire or another hazard requires evacuation), warn others to stay away, and call the utility and 911; if evacuation is necessary, jump clear (do not step) and shuffle away with feet together.

5.2 Underground Utility Locates

- Before any excavation, boring, or post/sign installation, the Department shall contact the state one-call/utility locate service (call 811) at least the required number of business days in advance and obtain utility locates.
- Hand-digging or vacuum excavation (pot-holing) shall be used to expose and confirm the exact location of a marked utility before mechanized excavation proceeds within the tolerance zone.

5.3 Qualified vs. Unqualified Persons

- Only a Qualified Person — someone trained and knowledgeable in the construction and operation of the electrical equipment and the hazards involved — may work on or near exposed energized parts.
- Unqualified employees shall maintain the clearances in this program and shall not attempt to repair, open, or bypass electrical panels, controls, or wiring.

5.4 Lockout/Tagout (Control of Hazardous Energy)

- Before service or maintenance on equipment where unexpected energization, start-up, or release of stored energy could cause injury, the equipment shall be shut down, isolated from all energy sources, and locked and tagged out by the employee performing the work.

- Each authorized employee performing lockout shall apply their own lock and tag; equipment shall not be re-energized until all locks are removed by the employees who applied them and the area is verified clear.
- A zero-energy verification (attempt to start/operate the equipment after lockout, using normal controls) shall be performed before work begins.
- Group lockout procedures shall be used when multiple employees or crews are working on the same equipment.

5.5 Portable Equipment, Cords, and GFCI Protection

- Ground-fault circuit interrupter (GFCI) protection shall be used for portable, cord-and-plug-connected equipment operated outdoors or in wet locations.
- Damaged cords, plugs, or portable tools shall be tagged out of service and removed from the work area immediately.
- Extension cords shall be rated for the equipment and environment and shall not be run through standing water or areas subject to vehicle traffic without protection.

Training

- All employees receive awareness-level training on overhead/underground line hazards, minimum approach distances, and basic lockout/tagout as part of new-employee orientation.
- Authorized employees who perform lockout/tagout, and Qualified Persons who work on electrical equipment, receive additional task-specific training and periodic retraining/inspection of procedures.

Recordkeeping

- Lockout/tagout procedures for Department equipment, and training records, are maintained by the Safety Coordinator; periodic inspections of lockout procedures are conducted at least annually by an authorized employee other than the one using the procedure being inspected.

Part 6 — Excavation and Trenching Safety Program

Policy

Excavation and trenching are among the most hazardous activities the Department performs. Cave-ins can occur without warning and are frequently fatal. No employee shall enter an unprotected trench 5 feet or deeper (or shallower trenches where a Competent Person identifies a hazard), consistent with 29 CFR 1926 Subpart P.

6.1 Competent Person

- Every excavation shall be under the direction of a Competent Person — an employee capable of identifying existing and predictable soil and excavation hazards, and who has authority to take prompt corrective action, including stopping work.
- The Competent Person shall inspect the excavation, adjacent areas, and protective systems daily before work begins, after every rainfall or other hazard-increasing event, and as needed throughout the shift.

6.2 Utility Locates and Site Preparation

- Call 811 and obtain utility locates before excavating, per Part 5, Section 5.2. Do not rely on markings alone in the immediate area of a marked utility — hand-dig or vacuum-excavate to confirm exact location and depth.
- Identify and protect existing structures, pavement, and utilities that could be undermined by the excavation.

6.3 Soil Classification and Protective Systems

- The Competent Person shall classify soil (Type A, B, or C) using visual and manual tests before selecting a protective system.
- Protective systems include: sloping and benching to the angle required for the soil type; shoring (hydraulic or timber); and trench shields/boxes rated for the depth and soil conditions.
- Protective systems are required for trenches 5 feet or deeper; trenches less than 5 feet deep also require a protective system if the Competent Person identifies a potential for cave-in.
- Excavated material (spoil) shall be placed at least 2 feet back from the edge of the excavation.

6.4 Access, Egress, and Hazard Protection

- A stairway, ladder, ramp, or other safe means of egress shall be located within 25 feet of lateral travel for employees in a trench 4 feet or deeper.
- Employees shall be kept out of the path of mobile equipment and away from excavation edges where a load could shift or the wall could fail.
- Where employees or equipment must cross an excavation, an adequate walkway or bridge shall be provided with standard guardrails.
- Atmospheric testing shall be conducted before entry into excavations deeper than 4 feet where an oxygen deficiency or hazardous atmosphere could reasonably be expected (e.g., near buried utilities, decaying organic matter, or in confined trench sections).
- Where water accumulation is a hazard, water removal equipment and monitoring by the Competent Person are required before employees enter.

6.5 Barricading and Public Protection

- Open excavations near roadways or public areas shall be barricaded, signed, and (at night or low visibility) lighted, consistent with the Department's traffic control plans.
- Excavations shall be backfilled, plated, or otherwise secured at the end of the work shift if they will remain open and are accessible to the public.

Training

- Employees who enter or work near excavations shall be trained to recognize hazards associated with excavation work and the protective systems in use, before being assigned such work.
- Competent Persons receive additional training in soil classification, protective system selection, and inspection requirements.

Recordkeeping

- Daily Competent Person inspection records shall be kept for any excavation open longer than one shift.

Part 7 — Flagger and Traffic Control Safety Program

Policy

Flaggers and crews working in the roadway are exposed to being struck by passing vehicles or Department equipment. Work zones shall be set up per the Manual on Uniform Traffic Control Devices (MUTCD), and only trained, qualified flaggers may direct traffic.

7.1 Traffic Control Plans (TCP)

- A traffic control plan appropriate to the road classification, speed, and duration of work shall be established before work begins, using standard MUTCD typical applications.
- Advance warning signs, tapers, cones, barrels, and barricades shall be placed before work starts and removed promptly when work is complete.
- The TCP shall be adjusted for night work, reduced visibility, and work that will remain in place over multiple shifts.

7.2 Flagger Qualification and PPE

- Only flaggers who have completed Department-approved flagger training may direct traffic.
- Flaggers shall wear ANSI/ISEA Class 2 high-visibility apparel (Class 3 for higher-speed roads or nighttime work) and use a STOP/SLOW paddle as the primary control device; flags are for emergency use only.

7.3 Flagger Positioning and Escape Routes

- Flaggers shall stand alone, never in the travel lane, in a location visible to approaching traffic from an adequate advance-warning distance.
- Flaggers shall identify and maintain a clear escape route at all times, and shall move to that route immediately if an approaching vehicle does not appear to be slowing.
- Flaggers shall face traffic at all times, avoid distraction (phones, unrelated conversation), and use clear, deliberate signals.

7.4 Coordination with Trucks and Equipment

- Flaggers and ground crew shall confirm eye contact or radio contact with truck/equipment operators before those vehicles back, dump, or maneuver near their position.
- A dedicated spotter, separate from the flagger controlling public traffic, shall be used for backing trucks whenever possible.
- Flagger and truck movement shall be timed so trucks are not entering/exiting the work zone at the same moment traffic is released through it.

7.5 Multiple Flaggers and Communication

- Where more than one flagger controls a single work zone, flaggers shall coordinate by radio or unobstructed line of sight and shall never assume the other flagger's timing.
- A pilot vehicle shall be used to guide traffic through longer or more complex work zones where flagger-to-flagger visibility is not possible.

Training

- Flaggers shall complete Department-approved flagger training (classroom and/or field) before independently directing traffic, and refresher training per Department schedule or state requirement.
- All field employees receive awareness training on work zone setup and safe behavior around traffic control operations.

Recordkeeping

- Flagger training/certification records are maintained by the Safety Coordinator; TCPs for significant projects are retained with the project file.

Part 8 — Chain Saw Safety Program

Policy

Chain saws are used by the Department for tree trimming, brush clearing, and storm debris removal. Only trained employees may operate a chain saw, and required PPE shall be worn at all times the saw is running.

8.1 Required PPE

Item	Requirement
Head	ANSI Z89.1 hard hat
Eyes/Face	Safety glasses and a mesh or polycarbonate face screen
Hearing	Ear muffs or plugs
Legs	Cut-resistant chain saw chaps covering the front and sides of both legs
Hands	Cut-resistant or leather gloves
Feet	Cut-resistant boots with non-slip soles, rated for chain saw use

8.2 Pre-Use Inspection

- Before starting, inspect the chain for proper tension and sharpness, the chain brake for function, the bar for wear, and the throttle/kill switch for proper operation.
- A functioning chain brake and chain catcher are required; a saw with either disabled or missing shall not be used.
- Fuel the saw only with the engine off and cool, away from ignition sources, and move at least 10 feet from the fueling location before starting.

8.3 Safe Operating Practices

- Maintain secure footing and a firm two-handed grip at all times; never operate a chain saw above shoulder height or from an unstable position.
- Be aware of kickback hazards — avoid cutting with the tip of the bar ("kickback zone") and keep the chain brake engaged when starting or carrying the saw between cuts.
- Maintain a minimum spacing of two tree lengths (or as directed by the crew leader) from other employees while felling, and clear an escape path before felling begins.
- Never operate a chain saw alone in a remote location without communication (radio or phone) with another crew member.
- Shut off the saw before walking more than a few steps, refueling, or making adjustments.

8.4 Felling, Limbing, and Bucking

- Only employees trained in tree felling techniques may fell standing trees; assess lean, wind, and surrounding hazards (power lines, structures, other workers) before cutting.
- Use proper notch and back-cut technique and maintain a hinge to control the direction of fall; never fell against the natural lean without appropriate techniques and additional precautions.
- When limbing, stand on the opposite side of the trunk from the limb being cut and be alert for spring-loaded (bound) limbs.

- Be aware of overhead hazards — dead limbs ("widow-makers") and lines — before beginning work under a tree canopy.

Training

- Employees shall complete Department chain saw safety training, including hands-on evaluation, before operating a chain saw independently.
- Employees performing tree felling shall receive additional felling-specific training.

Recordkeeping

- Training records are maintained by the Safety Coordinator; chain saws are inspected and maintained on a schedule set by the shop foreman.

Part 9 — Aerial Lift Safety Program

Policy

Aerial lifts (bucket trucks, boom lifts) are used for tree trimming, sign and light maintenance, and other elevated work. Only trained and authorized employees may operate an aerial lift, consistent with 29 CFR 1910.67 and ANSI A92 standards.

9.1 Operator Training and Authorization

- Employees shall complete manufacturer and Department-approved training, including hands-on evaluation, before operating an aerial lift, and shall be authorized in writing by their supervisor.
- Retraining is required if the operator is observed operating the lift unsafely, is involved in an incident, is assigned a different type of lift, or at Department-determined intervals.

9.2 Pre-Use Inspection

- Complete a documented pre-use inspection each day of use, including hydraulic system/leaks, controls (both platform and ground-level), outriggers, tires, safety interlocks, and the condition of the bucket/platform.
- Verify ground-level (lower) controls are functional so the platform can be lowered in an emergency.
- Do not operate a lift with a known defect; tag out and report it immediately.

9.3 Fall Protection

- A full-body harness with a lanyard attached to the manufacturer-designated anchor point inside the bucket/platform is required at all times the bucket is occupied and the boom is capable of being elevated, consistent with Part 4, Fall Protection Program.
- Employees shall not sit, stand, or climb on the guardrails or edge of the bucket/platform to gain height.
- Belting off to an adjacent structure or pole from an aerial lift bucket is prohibited unless specifically engineered and approved for that purpose.

9.4 Setup and Positioning

- Set up on firm, level ground; use outriggers/stabilizers as specified by the manufacturer, and never operate on ground that could shift or settle under load.
- Maintain the minimum approach distances from overhead power lines described in Part 5, Section 5.1, and treat all lines as energized unless confirmed de-energized by the utility.
- Set the parking brake, chock wheels as needed, and use cones/barricades to keep the swing area and outrigger zone clear of traffic and pedestrians.
- Never exceed the manufacturer's rated load capacity for the platform, including tools and materials.

9.5 Operating Practices

- Keep both feet on the platform floor; do not use a ladder, plank, or other device inside the bucket to gain additional height.
- Maintain three points of control when climbing in/out of the bucket at ground level.
- A second trained employee shall remain at the lower controls, or be immediately available, whenever the lift is elevated with an occupant, in case of emergency lowering.

- Do not move the vehicle with the boom elevated and an employee in the bucket unless the unit is specifically designed and rated for that operation.

Training

- Aerial lift operators complete initial and periodic refresher training as described in Section 9.1.

Recordkeeping

- Pre-use inspection logs and training/authorization records are maintained per Department procedure.

Part 10 — Rigging and Material Handling Safety Program

Policy

Rigging and lifting operations (loading/unloading equipment, hoisting culverts, pipe, or structural material) shall be planned and performed by trained employees using inspected, rated equipment.

10.1 Rigging Equipment Inspection

- Slings, chains, shackles, hooks, and other rigging hardware shall be inspected before each use for cuts, fraying, corrosion, deformation, and legible rated capacity markings.
- Damaged or unmarked rigging shall be removed from service immediately and destroyed or tagged "DO NOT USE."
- A more thorough periodic inspection shall be conducted and documented at least annually, or per manufacturer recommendation.

10.2 Load Planning and Rated Capacity

- The rated capacity of the rigging, hoist, crane, or lifting attachment shall never be exceeded, accounting for sling angle, which increases the load on each leg of a multi-leg sling as the angle from vertical increases.
- The weight of the load shall be determined or reasonably estimated before lifting; when in doubt, treat the load as heavier than expected.
- A qualified rigger shall be involved in planning any non-routine or complex lift.

10.3 Signals and Communication

- Before a lift begins, the operator and rigger/signal person shall agree on standard hand signals (or radio communication) and confirm who has the authority to stop the lift.
- Only one person shall give signals to the operator at a time, except a stop signal, which any employee may give at any time.

10.4 Exclusion Zones and Tag Lines

- Employees shall stay clear of the area beneath a suspended load and out of the path the load would travel if rigging failed.
- Tag lines shall be used to control load rotation/swing rather than employees using their hands to guide a suspended load.
- An exclusion zone shall be established and enforced around the lift area, particularly when working near the roadway or public areas.

10.5 Equipment-Mounted Lifting Devices

- Truck-mounted cranes, knuckle-boom loaders, and similar equipment shall be operated only by trained employees, set up on stable ground with outriggers deployed per manufacturer instructions, and operated within rated capacity charts for the boom angle/extension in use.

Training

- Employees who rig loads or signal lift operators shall be trained in inspection, load calculation basics, sling angle effects, hand signals, and safe positioning before performing this work.

Recordkeeping

- Annual rigging inspection records and training records are maintained by the Safety Coordinator or shop foreman.

Part 11 — Respiratory Protection Program

Policy

Where feasible engineering and work-practice controls cannot fully eliminate airborne hazards (silica dust, herbicide/pesticide spray, welding fumes, or confined-space atmospheres), respiratory protection shall be provided and used consistent with 29 CFR 1910.134.

11.1 Program Administrator

- The Safety Coordinator administers this program, including hazard evaluation, respirator selection, medical evaluations, fit testing, and training.

11.2 Hazard Evaluation and Respirator Selection

- Tasks that may require respiratory protection include concrete cutting/grinding (silica), herbicide or pesticide application, welding, and confined-space entry.
- Respirators shall be selected based on the specific hazard and exposure level, using NIOSH-approved respirators appropriate to the contaminant (e.g., N95/P100 filtering facepiece or half-face respirator for silica dust per Part 13; chemical cartridge respirators for herbicide spraying, selected per the product SDS).

11.3 Medical Evaluation

- Before an employee is fit tested or required to wear a respirator, they shall complete a medical evaluation questionnaire (OSHA Appendix C) or medical exam, reviewed by a physician or other licensed health care professional (PLHCP), to determine their fitness to wear a respirator.
- Medical evaluations shall be repeated if the employee reports signs/symptoms related to respirator use, if the PLHCP or program administrator determines a need, if workplace conditions change, or if a respirator change requires additional evaluation.

11.4 Fit Testing

- Employees required to wear a tight-fitting respirator shall pass a qualitative or quantitative fit test with the specific make/model/size of respirator they will use, before first use and at least annually thereafter.
- Employees shall be clean-shaven where the respirator seals against the face, as facial hair in the sealing area prevents an adequate seal.

11.5 Voluntary Use

- Employees who wish to voluntarily wear a filtering-facepiece respirator (e.g., dust mask) where not required may do so, provided the Safety Coordinator determines such use will not itself create a hazard, and the employee is provided Appendix D information on voluntary respirator use.

11.6 Use, Maintenance, and Storage

- Employees shall inspect their respirator before each use for cracks, damaged straps, and a functioning exhalation valve.
- Respirators shall be cleaned and disinfected regularly (more often if shared or used in dirty conditions), and stored in a clean location protected from dust, sunlight, and damage.
- A respirator that does not pass a user seal check shall not be worn until refit or replaced.

Training

- Employees required to wear a respirator shall be trained on why it is needed, its capabilities and limitations, how to properly don, doff, adjust, and seal-check it, how to inspect and maintain it, and how to recognize signs it needs replacement, before first use and at least annually thereafter.

Recordkeeping

- Medical evaluation results (confidential), fit test records, and training records are maintained by the Safety Coordinator.

Part 12 — Hearing Conservation Program

Policy

Employees whose 8-hour time-weighted average (TWA) noise exposure equals or exceeds 85 decibels (the OSHA action level) shall be enrolled in this Hearing Conservation Program, consistent with 29 CFR 1910.95.

12.1 Noise Monitoring

- The Department shall conduct noise dosimetry monitoring for job classifications with potential exposure at or above the action level, including mowing, chain saw operation, chipper operation, and other high-noise equipment use.
- Monitoring shall be repeated periodically and whenever a change in equipment, process, or controls could increase employee noise exposure.
- Employees have the right to observe monitoring procedures.

12.2 Enrollment and Notification

- Employees whose monitored 8-hour TWA is at or above 85 dB shall be enrolled in this program.
- All monitored employees, regardless of result, shall be notified in writing of their individual monitoring results.

12.3 Audiometric Testing

- Enrolled employees shall receive a baseline audiogram within 6 months of enrollment (within 1 year if a mobile testing van is used, with hearing protectors required in the interim), and an annual audiogram thereafter.
- Annual audiograms are compared to baseline to identify a Standard Threshold Shift (STS) — an average shift of 10 dB or more at 2,000, 3,000, and 4,000 Hz in either ear.
- If an STS is identified, the employee shall be notified in writing within 21 days, refitted/retrained on hearing protectors, and referred for further evaluation if indicated.

12.4 Hearing Protection

- Hearing protectors (plugs or muffs) shall be made available at no cost to all employees with noise exposure at or above the action level, and shall be mandatory for enrolled employees and for any employee with a recorded Standard Threshold Shift.
- A variety of protector types shall be available so employees can select a comfortable, effective option; employees shall be trained on proper fit/insertion.

Training

- Enrolled employees receive annual training covering the effects of noise on hearing, the purpose and use of hearing protectors, and the purpose of audiometric testing.

Recordkeeping

- Noise exposure measurements are retained for 2 years; audiometric test records are retained for the duration of employment.

Part 13 — Respirable Crystalline Silica Exposure Control Program

Policy

Cutting, grinding, or drilling concrete, asphalt, or masonry generates respirable crystalline silica dust, which can cause silicosis and other serious lung disease with prolonged exposure. This program is maintained consistent with OSHA's Respirable Crystalline Silica Standard for Construction, 29 CFR 1926.1153.

13.1 Written Exposure Control Plan

- The Safety Coordinator maintains this written plan, which identifies tasks that generate silica dust, the engineering controls and work practices used to limit exposure, and the housekeeping measures used to limit dust dispersal.
- A Competent Person is designated to implement this plan and has authority to correct silica-related hazards, including stopping work if necessary.

13.2 Specified Exposure Control Methods (Table 1 Tasks)

For the tasks below, following the engineering controls and respiratory protection in the table satisfies the standard's exposure control requirements without additional air monitoring:

Task	Engineering Control	Respiratory Protection (≥4 hrs/shift)
Stationary masonry/concrete saw	Integrated water delivery system	None required if controls used as directed
Handheld power saw (cutting concrete/asphalt)	Integrated water delivery, or dust collection with 99% efficient filter	APF 10 if cutting outdoors > 4 hrs/shift
Walk-behind saw	Integrated water delivery system	None required if controls used as directed
Handheld/stand-mounted grinder for mortar removal (tuckpointing)	Dust collection system with 99% efficient filter and appropriate flow rate	APF 10 (all durations)
Handheld grinder for other tasks (surface grinding, etc.)	Water delivery, or vacuum dust collection	APF 10 if > 4 hrs/shift outdoors
Drilling (rotary/core)	Integrated water delivery or dust collection with 99% efficient filter	None required if controls used as directed
Milling machines / drum-type cutters	Water spray, or dust collection system per manufacturer	None required if controls used as directed

Tasks not listed in Table 1, or performed without the specified controls, require an exposure assessment by the Competent Person to determine the appropriate respiratory protection and other controls.

13.3 Housekeeping

- Dry sweeping or dry brushing of silica-containing dust is prohibited where it could contribute to employee exposure, unless wet sweeping, HEPA vacuuming, or another method that minimizes dust is not feasible.
- Compressed air shall not be used to clean silica dust from surfaces or clothing unless used with a ventilation system that captures the dust cloud, or no other method is feasible.

13.4 Medical Surveillance

- Employees required to wear a respirator for silica exposure 30 or more days per year shall be offered medical surveillance, including a baseline exam within 30 days of assignment and periodic exams at least every 3 years, per 29 CFR 1926.1153.

Training

- Employees who perform silica-generating tasks shall be trained on the health hazards of respirable crystalline silica, specific tasks that could result in exposure, engineering controls and work practices used to limit exposure, and the contents of this written plan, before performing such work.

Recordkeeping

- This written plan, air monitoring data (if performed), and medical surveillance records are maintained by the Safety Coordinator; medical records are kept confidential.

Part 14 — Emergency Action Plan

Policy

This Emergency Action Plan (EAP) describes procedures for responding to fires, severe weather, medical emergencies, chemical spills, and roadway incidents at Department facilities and work sites, consistent with 29 CFR 1910.38.

14.1 Reporting Emergencies

- Call 911 immediately for any fire, serious injury, chemical spill beyond a minor release, or life-threatening situation.
- Notify your supervisor or the Department Head as soon as it is safe to do so, and provide your location (facility, route/mile marker, or nearest cross street).
- A list of emergency contact numbers (911, Department Head, utility companies, poison control) shall be posted at each facility and carried in Department vehicles.

14.2 Evacuation Procedures

- Upon hearing the evacuation alarm/signal, or a verbal instruction to evacuate, employees shall stop work, secure equipment if it is safe and quick to do so, and proceed to the designated assembly point.
- Each facility shall have at least two posted evacuation routes and a designated outdoor assembly point.
- Supervisors shall account for all employees at the assembly point and report any missing person to emergency responders immediately.
- No employee shall re-enter a building or area until authorized by a supervisor or emergency responder.

14.3 Fire Emergencies

- If a fire is discovered, activate the alarm (if equipped), call 911, and evacuate.
- Employees may use a portable fire extinguisher on a small, incipient-stage fire only if trained to do so and if they have a clear escape route; otherwise, evacuate immediately.
- Fire extinguishers are inspected monthly and serviced annually; report any discharged, damaged, or missing extinguisher immediately.

14.4 Medical Emergencies

- Call 911 for any serious injury or medical emergency.
- Employees trained in first aid/CPR/AED are identified at each facility; an AED, where provided, is located at [insert location].
- Do not move a seriously injured person unless necessary to protect them from further harm (e.g., traffic, fire).

14.5 Chemical Spills

- For a minor spill within an employee's training and the capability of available spill kits, contain and clean up the spill per the product SDS, wearing appropriate PPE.
- For a spill beyond the employee's training, a large-quantity spill, or one presenting fire, explosion, or serious health risk, evacuate the area, restrict access, and call 911.

14.6 Severe Weather

- Monitor weather alerts during outdoor operations, particularly winter storm response and summer thunderstorm season.
- Suspend outdoor work and seek shelter for lightning, tornado warnings, or other conditions presenting immediate danger.
- Each facility's designated severe weather shelter area shall be posted and known to all employees.

14.7 Roadway Incident Response

- If a Department vehicle or crew is involved in or comes upon a roadway incident, set up warning devices (cones, flares, warning lights) upstream of the incident before approaching, and call 911 if not already done.
- Do not stand in a travel lane or between vehicles; approach from the shoulder side whenever possible.

14.8 Training and Drills

- All employees receive EAP training during new-employee orientation and refresher training at least annually.
- Evacuation drills shall be conducted periodically to reinforce evacuation routes and assembly point procedures.

Recordkeeping

- EAP training records and drill records are maintained by the Safety Coordinator; this plan is reviewed and updated at least annually or after any activation.

Hutchison
Engineering, Inc.
Since 1945

August 25, 2026

Mr. Michael Tappendorf, P.E., County Engineer
Shelby County Highway Department
1590 State Highway 16
Shelbyville, IL 62565

Subject: Shelby County
Holland Township – Section: 26-08120-00-BR
TR 230 over Brush Creek – SN: 087-3412
Ash Grove Township – Section: 26-01128-00-BR
TR 223 over Sexson Branch – SN: 087-3380
Shelbyville Township – Section: 26-20123-00-BR
FAS 1650 over Lithia Springs Creek – SN: 087-3312
Rural Township – Section: 26-19121-00-BR
TR 109 over Mud Creek – SN: 087-3100
PRELIMINARY ENGINEERING SERVICES AGREEMENT

Dear Michael:

Enclosed herewith are five (5) copies of the Preliminary Engineering Services Agreement for the above noted projects for execution by the County Board. Please forward four (4) copies of the executed agreement to the IDOT Regional Engineer for approval. The remaining copy is for your records.

If you have any questions or comments, please contact this office at any time.

Very truly yours,

HUTCHISON ENGINEERING, INC.

[redacted]
Thomas J. Winkelman, P.E.
Project Manager

Jacksonville
1801 W Lafayette Ave
Jacksonville, IL 62651
(217) 245-7164

Shorewood
605 Rollingwood Dr
Shorewood, IL 60404
(815) 733-6295

Peoria
8305 N Allen Rd,
Suite 4
Peoria, IL 61615
(309) 691-1366

Quad Cities
1701 River Dr,
Suite 110
Moline, IL 61265
(309) 517-3899

Carbondale
1335 North Cedar Court
Carbondale, IL 62901
(618) 457-2188

Hannibal
8965 Highway 36,
Suite 5
Hannibal, MO 63401
(573) 240-9577

Beloit
690 Third St,
Suite 230
Beloit, WI 53511
(608) 368-8025

Illinois Department of Transportation
Office of Highways Project Implementation / Region 4 / District 7
400 West Wabash / Effingham, Illinois 62401-2699

September 16, 2026

TOWNSHIP BRIDGE PROGRAM
Shelby County
Ash Grove Township
Section: 26-01128-00-BR
Existing SN: 087-3380

Ms. Jessica Fox
Shelby County Clerk
301 E Main
Shelbyville, IL 62565

Dear Ms. Fox:

The Preliminary Engineering Services Agreement entered into by Shelby County and Hutchison Engineering, Inc., P.O. Box 820, Jacksonville, IL 62651, for engineering services of the above-referenced section is approved.

The county's file copy of the agreement is being returned to your County Engineer.

Very truly yours,

Teresa C. Price, P.E.
Region Four Engineer

By: [redacted]
Brett Walker, P.E.
District Engineer of Local Roads and Streets

DPM

Attachment

cc: Michael Tappendorf, Shelby County Engineer
Hutchison Engineering, Inc. – tjwinkelman@hutchisoneng.com

Illinois Department of Transportation

Local Public Agency Engineering Services Agreement

Using Federal Funds? ☐ Yes ☒ No

Using State Funds (Non-MFT/TBP)? ☐ Yes ☒ No

Agreement For: MFT/TBP - PE

Agreement Type: Original

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Shelby County	Shelby	SEE BELOW	

Project Number	Contact Name	Phone Number	Email
	Michael Tappendorf	(217) 774-2721	shelbycohwy@shelbycounty-il.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
See EXHIBIT 5 for Project Locations			

Location Termini

Add Location

Remove Location

Project Description

Location # 1 (Holland Township) - Section: 26-08120-00-BR
Construction of a structure rehabilitation to correct scour issues at the piers and abutments on TR 230 over Brush Creek on the existing horizontal alignment. Existing structure to be salvaged and roadway to remain open to traffic during construction.
The existing structure and roadway are the jurisdiction and maintenance responsibility of Holland Township.
The existing / proposed Structure Number is: 087-3412 (same)

Location # 2 (Ash Grove Township) - Section: 26-01128-00-BR
Construction of a structure rehabilitation to correct piling deterioration and scour issues at the piers and abutments on TR 223 over Sexson Branch on the existing horizontal alignment. Existing structure to be salvaged and roadway to remain open to traffic during construction.
The existing structure and roadway are the jurisdiction and maintenance responsibility of Ash Grove Township.
The existing / proposed Structure Number is: 087-3380 (same)

Location # 3 (Shelbyville Township) - Section: 26-20123-00-BR
Construction of a structure rehabilitation to correct the concrete encasement around the structure piers on FAS 1650 over Lithia Springs Creek on the existing horizontal alignment. Existing structure to be salvaged and roadway to remain open to traffic during construction.
The existing structure and roadway are the jurisdiction and maintenance responsibility of Shelbyville Township.
The existing / proposed Structure Number is: 087-3312 (same)

Location # 4 (Rural Township) - Section: 26-19121-00-BR
Construction of a structure rehabilitation to correct timber piling deterioration at the abutments on TR 109 over Mud Creek on the existing horizontal alignment. Existing structure to be salvaged and roadway to remain open to traffic during construction.
The existing structure and roadway are the jurisdiction and maintenance responsibility of Rural Township.
The existing / proposed Structure Number is: 087-3100 (same)

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	Contact Name	Phone Number	Email
Hutchison Engineering, Inc	Thomas Winkelman	(217) 245-7164	tjwinkelman@hutchisoneng.com

Address	City	State	Zip Code
1801 W. Lafayette Avenue, P.O. Box 820	Jacksonville	IL	62651

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

AGREEMENT EXHIBITS

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

- ☒ EXHIBIT 1: Scope of Services
- ☒ EXHIBIT 2: Project Schedule
- ☒ EXHIBIT 3: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT 4: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- ☐ EXHIBIT __ : Direct Costs Summary Sheet
- ☒ EXHIBIT 5: Project Location Descriptions
- ☐ _____
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT 1 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 1 (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 1 (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 3).
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

   ☒ Cost plus Fixed Fee: Fixed

   Total Compensation = DL + DC + OH + FF

   Where:
   DL is the total Direct Labor,
   DC is the total Direct Cost,
   OH is the firm's overhead rate applied to their DL and
   FF is the Fixed Fee.

   Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

   The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national original 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. By execution of this AGREEMENT the LPA and ENGINEER certify compliance with the Drug Free Workplace (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 and LPA agree to meet the PROJECT SCHEDULE outlined in EXHIBIT 2. 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
Hutchison Engineering, Inc	037-0960852	

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Location #1 - Holland Township - 26-08120-00-BR		$13,329.00
Location #2 - Ash Grove Township - 26-01128-00-BR		$17,526.00
Location #3 - Shelbyville Township - 26-20123-00-BR		$10,337.00
Location #4 - Rural Township - 26-19121-00-BR		$10,337.00
	Subconsultant Total	$51,529.00
	Prime Consultant Total	
	Total for all work	$51,529.00

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The County (Local Public Agency Type) of Shelby County (Local Public Agency)

By (Signature & Date) [redacted] 9/10/2026

Local Public Agency: Shelby County

Local Public Agency Type: County Clerk

By (Signature & Date) [redacted] 9/10/26

Title: County Board Chairman

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name: Hutchison Engineering, Inc

By (Signature & Date): Thomas Winkelman Digitally signed by Thomas Winkelman Date: 2026.08.25 11:51:08 -05'00'

Title: Assistant Secretary

By (Signature & Date): James R Burke Digitally signed by James R Burke Date: 2026.08.25 13:33:32 -05'00'

Title: Executive Vice President

APPROVED:

Regional Engineer, Department of Transportation (Signature & Date) [redacted] 09/16/26

For information about IDOTs collection and use of confidential information review the department's Identity Protection Policy.

HUTCHISON ENGINEERING, INC CORPORATE SEAL ILLINOIS

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Shelby County	Hutchison Engineering, Inc	Shelby	SEE BELOW

EXHIBIT 1
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

1) Make or cause to be made such roadway, structure, hydraulic, and topographic surveys as necessary, and gather high water data and flood histories, for the preparation of detailed structure rehabilitation plans.

2) Prepare the necessary environmental survey request (ESR) documents in accordance with the procedures adopted by the Department's Bureau of Local Roads & Streets. Complete the necessary ESR submittal to the Department for project environmental clearance.

3) Prepare a Bridge Condition Report documenting the condition of the existing structure, as necessary. Submit the report to the client and the Department for project approval.

4) Coordinate project details and preliminary plans with all impacted utilities early and often throughout the design process.

5) Prepare an Army Corps of Engineers Permit application, and Department of Natural Resources-Office of Water Resources Permit application (if necessary), including structure waterway sketches.

6) Make complete general and detailed plans, specifications, special provisions, proposals, and estimates of cost and time, and furnish the local agency with copies of the plans, specifications, special provisions, proposals and estimates.

7) Quality Control / Quality Assurance (QC / QA) of final plans, specifications, and estimates.

8) Completion of required Structural Load Rating Summary (SLRS) reports for the Department, as necessary.

9) Checking of shop drawings as may be required.

10) Provide administrative oversight for the project through the preliminary engineering and design engineering phases.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Shelby County	Hutchison Engineering, Inc	Shelby	SEE BELOW

EXHIBIT 2
PROJECT SCHEDULE

This project is targeting a fall 2026 / spring 2027 local letting.

Illinois Department of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Shelby County / Holland Township	Shelby	26-08120-00-BR
Prime Consultant (Firm) Name	**Prepared By**	**Date**
Hutchison Engineering, Inc.	Thomas Winkelman	8/22/2026
Consultant / Subconsultant Name	**Job Number**	
Hutchison Engineering, Inc.		

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

Remarks

Bridge Rehabilitation - TR 230 over Brush Creek. SN: 087-3412

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS	OVERHEAD RATE	160.22%
START DATE	10/1/2026		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2027		% OF RAISE	3.00%
END DATE	9/30/2027			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	1/1/2027	3	25.00%
1	1/2/2027	10/1/2027	9	77.25%

The total escalation = 2.25%

BLR 05514 (Rev. 02/06/25)
ESCALATION

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Shelby County	Hutchison Engineering, Inc	Shelby	SEE BELOW

Exhibit 3
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit 3. If the value meets or will exceed the small dollar threshold in 50 ILCS 510, QBS requirements must be followed.Under the threshold, QBS requirements do not apply. The small dollar threshold is adjusted annually and can be found in IDOT Circular Letters.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).	☒	☐

Local Public Agency	County	Section Number
Shelby County / Holland Township	Shelby	26-08120-00-BR

Consultant / Subconsultant Name	Job Number
Hutchison Engineering, Inc.	

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	2.25%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Engineering Technician 1	$25.85	$26.43
Engineering Technician 2	$33.75	$34.51
Engineering Technician 3	$38.88	$39.75
Engineering Technician 4	$48.57	$49.66
Engineering Technician 5	$56.40	$57.67
Engineering Technician 6	$64.00	$65.44
Engineer 1	$36.87	$37.70
Engineer 2	$44.06	$45.05
Engineer 3	$52.50	$53.68
Engineer 4	$64.30	$65.75
Engineer 5	$73.78	$75.44
Architect Associate	$33.25	$34.00
Architect 2	$44.75	$45.76
Architect 3	$62.25	$63.65
Project Manager	$86.75	$88.70
Principal of Firm	$90.00	$90.00

Local Public Agency	County	Section Number
Shelby County / Holland Township	Shelby	26-08120-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total	Contribution to Prime Consultant
Total	**0.00**	**0.00**

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency
Shelby County / Holland Township

County
Shelby

Section Number
25-08120-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)		$110.00	$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost		$35.00	$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	250	$0.76	$190.00
Vehicle Owned or Leased	$32.50/half day (4 hours or less) or $65/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)	2	$35.00	$70.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)	10	$15.00	$150.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
GPS Survey Equipment	Actual Cost	1	$200.00	$200.00
Robotic Total Station Survey Equipment	Actual Cost		$100.00	$0.00
Per Diem Meals - Full Day	Up to state rate maximum		$68.00	$0.00
Per Diem Meals - Travel Day	Up to state rate maximum		$51.00	$0.00
			TOTAL DIRECT COSTS:	**$610.00**

Local Public Agency
Shelby County / Holland Township

County
Shelby

Section Number
26-08120-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 160.22%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Field Survey - Stream		18	643	1,030	212		1,885	14.14%
Environmental Survey Request		6	453	725	149		1,327	9.96%
Utilities & Permitting		2	151	242	50		443	3.32%
Rip Rap Sizing / Layout		48	1,996	3,198	659		5,853	43.91%
Specifications / Final PS&E		16	697	1,116	230		2,043	15.33%
QC / QA		2	131	211	43		385	2.89%
Administration		4	267	428	88		783	5.87%
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Subconsultant DL							$0.00	
Direct Costs Total ===>	$0.00						$610.00	4.58%
TOTALS		96	4,338	6,950	1,431	-	13,329	100.00%
			11,288					

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Local Public Agency
Shelby County / Holland Township

County
Shelby

Section Number
26-08120-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Field Survey - Stream			Environmental Survey Request			Utilities & Permitting			Rip Rap Sizing / Layout			Specifications / Final PS&E		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43	9.0	9.38%	2.48	8	44.44%	11.75												
Engineering Technician 2	34.51	0.0																	
Engineering Technician 3	39.75	8.0	8.33%	3.31	8	44.44%	17.67												
Engineering Technician 4	49.66	0.0																	
Engineering Technician 5	57.67	0.0																	
Engineering Technician 6	65.44	0.0																	
Engineer 1	37.70	41.0	42.71%	16.10	1	5.56%	2.09							32	66.67%	25.13	8	50.00%	18.85
Engineer 2	45.05	12.0	12.50%	5.63										8	16.67%	7.51	4	25.00%	11.26
Engineer 3	53.68	12.0	12.50%	6.71										8	16.67%	8.95	4	25.00%	13.42
Engineer 4	65.75	2.0	2.08%	1.37															
Engineer 5	75.44	11.0	11.46%	8.64	1	5.56%	4.19	6	100.00%	75.44	2	100.00%	75.44						
Architect Associate	34.00	0.0																	
Architect 2	45.76	0.0																	
Architect 3	63.65	0.0																	
Project Manager	88.70	0.0																	
Principal of Firm	90.00	1.0	1.04%	0.94															
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TOTALS		96.0	100%	$45.18	18.0	100.00%	$35.70	6.0	100%	$75.44	2.0	100%	$75.44	48.0	100%	$41.59	16.0	100%	$43.53

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Local Public Agency
Shelby County / Holland Township

County
Shelby

Section Number
26-08120-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	QC / QA			Administration															
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43				1	25.00%	6.61												
Engineering Technician 2	34.51																		
Engineering Technician 3	39.75																		
Engineering Technician 4	49.66																		
Engineering Technician 5	57.67																		
Engineering Technician 6	65.44																		
Engineer 1	37.70																		
Engineer 2	45.05																		
Engineer 3	53.68																		
Engineer 4	65.75	2	100.00%	65.75															
Engineer 5	75.44				2	50.00%	37.72												
Architect Associate	34.00																		
Architect 2	45.76																		
Architect 3	63.65																		
Project Manager	88.70																		
Principal of Firm	90.00				1	25.00%	22.50												
TOTALS		2.0	100%	$65.75	4.0	100%	$66.83	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

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Illinois Department of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Shelby County / Ash Grove Township	Shelby	26-01128-00-BR
Prime Consultant (Firm) Name	**Prepared By**	**Date**
Hutchison Engineering, Inc.	Thomas Winkelman	8/22/2026
Consultant / Subconsultant Name	**Job Number**	
Hutchison Engineering, Inc.		

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

Remarks

Bridge Rehabilitation - TR 223 over Sexson Branch. SN: 087-3380

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS
START DATE	10/1/2026	
RAISE DATE	1/1/2027	
END DATE	9/30/2027	

OVERHEAD RATE	160.22%
COMPLEXITY FACTOR	0
% OF RAISE	3.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	1/1/2027	3	25.00%
1	1/2/2027	10/1/2027	9	77.25%

The total escalation = 2.25%

BLR 05514 (Rev. 02/06/25)
ESCALATION

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Local Public Agency	County	Section Number
Shelby County / Ash Grove Township	Shelby	26-01128-00-BR

Consultant / Subconsultant Name	Job Number
Hutchison Engineering, Inc.	

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	2.25%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Engineering Technician 1	$25.85	$26.43
Engineering Technician 2	$33.75	$34.51
Engineering Technician 3	$38.88	$39.75
Engineering Technician 4	$48.57	$49.66
Engineering Technician 5	$56.40	$57.67
Engineering Technician 6	$64.00	$65.44
Engineer 1	$36.87	$37.70
Engineer 2	$44.06	$45.05
Engineer 3	$52.50	$53.68
Engineer 4	$64.30	$65.75
Engineer 5	$73.78	$75.44
Architect Associate	$33.25	$34.00
Architect 2	$44.75	$45.76
Architect 3	$62.25	$63.65
Project Manager	$86.75	$88.70
Principal of Firm	$90.00	$90.00

Local Public Agency	County	Section Number
Shelby County / Ash Grove Township	Shelby	26-01128-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total	Contribution to Prime Consultant
Total	**0.00**	**0.00**

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency	County	Section Number
Shelby County / Ash Grove Township	Shelby	26-01128-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)		$110.00	$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost		$35.00	$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	250	$0.76	$190.00
Vehicle Owned or Leased	$32.50/half day (4 hours or less) or $65/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)	2	$35.00	$70.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)	10	$15.00	$150.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
GPS Survey Equipment	Actual Cost	1	$200.00	$200.00
Robotic Total Station Survey Equipment	Actual Cost		$100.00	$0.00
Per Diem Meals - Full Day	Up to state rate maximum		$68.00	$0.00
Per Diem Meals - Travel Day	Up to state rate maximum		$51.00	$0.00
			TOTAL DIRECT COSTS:	**$610.00**

Local Public Agency
Shelby County / Ash Grove Township

County
Shelby

Section Number
26-01128-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 160.22%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Field Survey - Stream		18	643	1,030	212		1,885	10.76%
Environmental Survey Request		6	453	725	149		1,327	7.57%
Utilities & Permitting		2	151	242	50		443	2.53%
Rip Rap Sizing / Layout		48	1,996	3,198	659		5,853	33.40%
Piling Repairs / Painting		32	1,300	2,082	429		3,811	21.74%
Specifications / Final PS&E		16	697	1,116	230		2,043	11.66%
QC / QA		4	263	421	87		771	4.40%
Administration		4	267	428	88		783	4.47%
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Subconsultant DL							$0.00	
Direct Costs Total ===>	$0.00						$610.00	3.48%
TOTALS		130	5,770	9,242	1,904	-	17,526	100.00%
			15,012					

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Local Public Agency
Shelby County / Ash Grove Township

County
Shelby

Section Number
26-01128-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Field Survey - Stream			Environmental Survey Request			Utilities & Permitting			Rip Rap Sizing / Layout			Piling Repairs / Painting		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43	9.0	6.92%	1.83	8	44.44%	11.75												
Engineering Technician 2	34.51	0.0																	
Engineering Technician 3	39.75	8.0	6.15%	2.45	8	44.44%	17.67												
Engineering Technician 4	49.66	0.0																	
Engineering Technician 5	57.67	0.0																	
Engineering Technician 6	65.44	0.0																	
Engineer 1	37.70	65.0	50.00%	18.85	1	5.56%	2.09							32	66.67%	25.13	24	75.00%	28.27
Engineer 2	45.05	16.0	12.31%	5.54										8	16.67%	7.51	4	12.50%	5.63
Engineer 3	53.68	16.0	12.31%	6.61										8	16.67%	8.95	4	12.50%	6.71
Engineer 4	65.75	4.0	3.08%	2.02															
Engineer 5	75.44	11.0	8.46%	6.38	1	5.56%	4.19	6	100.00%	75.44	2	100.00%	75.44						
Architect Associate	34.00	0.0																	
Architect 2	45.76	0.0																	
Architect 3	63.65	0.0																	
Project Manager	88.70	0.0																	
Principal of Firm	90.00	1.0	0.77%	0.69															
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		0.0																	
		0.0																	
		0.0																	
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		0.0																	
TOTALS		130.0	100%	$44.38	18.0	100.00%	$35.70	6.0	100%	$75.44	2.0	100%	$75.44	48.0	100%	$41.59	32.0	100%	$40.62

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Local Public Agency
Shelby County / Ash Grove Township

County
Shelby

Section Number
26-01128-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Specifications / Final PS&E			QC / QA			Administration												
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43							1	25.00%	6.61									
Engineering Technician 2	34.51																		
Engineering Technician 3	39.75																		
Engineering Technician 4	49.66																		
Engineering Technician 5	57.67																		
Engineering Technician 6	65.44																		
Engineer 1	37.70	8	50.00%	18.85															
Engineer 2	45.05	4	25.00%	11.26															
Engineer 3	53.68	4	25.00%	13.42															
Engineer 4	65.75				4	100.00%	65.75												
Engineer 5	75.44							2	50.00%	37.72									
Architect Associate	34.00																		
Architect 2	45.76																		
Architect 3	63.65																		
Project Manager	88.70																		
Principal of Firm	90.00							1	25.00%	22.50									
TOTALS		16.0	100%	$43.53	4.0	100%	$65.75	4.0	100%	$66.83	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

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Illinois Department of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Shelby County / Shelbyville Township	Shelby	26-20123-00-BR
Prime Consultant (Firm) Name	**Prepared By**	**Date**
Hutchison Engineering, Inc.	Thomas Winkelman	8/22/2026
Consultant / Subconsultant Name	**Job Number**	
Hutchison Engineering, Inc.		

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

Remarks

Bridge Rehabilitation - FAS 1650 over Lithia Springs Creek. SN: 087-3312

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS	OVERHEAD RATE	160.22%
START DATE	10/1/2026		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2027		% OF RAISE	3.00%
END DATE	9/30/2027			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	1/1/2027	3	25.00%
1	1/2/2027	10/1/2027	9	77.25%

The total escalation = 2.25%

348

Local Public Agency	County	Section Number
Shelby County / Shelbyville Township	Shelby	26-20123-00-BR

Consultant / Subconsultant Name	Job Number
Hutchison Engineering, Inc.	

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	2.25%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Engineering Technician 1	$25.85	$26.43
Engineering Technician 2	$33.75	$34.51
Engineering Technician 3	$38.88	$39.75
Engineering Technician 4	$48.57	$49.66
Engineering Technician 5	$56.40	$57.67
Engineering Technician 6	$64.00	$65.44
Engineer 1	$36.87	$37.70
Engineer 2	$44.06	$45.05
Engineer 3	$52.50	$53.68
Engineer 4	$64.30	$65.75
Engineer 5	$73.78	$75.44
Architect Associate	$33.25	$34.00
Architect 2	$44.75	$45.76
Architect 3	$62.25	$63.65
Project Manager	$86.75	$88.70
Principal of Firm	$90.00	$90.00

Local Public Agency	County	Section Number
Shelby County / Shelbyville Township	Shelby	26-20123-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total	Contribution to Prime Consultant
Total	0.00	0.00

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency	County	Section Number
Shelby County / Shelbyville Township	Shelby	26-20123-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)		$110.00	$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost		$35.00	$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	200	$0.76	$152.00
Vehicle Owned or Leased	$32.50/half day (4 hours or less) or $65/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)	2	$35.00	$70.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)	10	$15.00	$150.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
GPS Survey Equipment	Actual Cost		$200.00	$0.00
Robotic Total Station Survey Equipment	Actual Cost		$100.00	$0.00
Per Diem Meals - Full Day	Up to state rate maximum		$68.00	$0.00
Per Diem Meals - Travel Day	Up to state rate maximum		$51.00	$0.00
			TOTAL DIRECT COSTS:	$372.00

Local Public Agency
Shelby County / Shelbyville Township

County
Shelby

Section Number
26-20123-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 160.22%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Field Survey - Measurements		10	378	605	125		1,108	10.72%
Environmental Survey Request		6	453	725	149		1,327	12.84%
Utilities & Permitting		2	151	242	50		443	4.29%
Structure Rehab Design		40	1,695	2,715	559		4,969	48.07%
Specifications / Final PS&E		8	348	558	115		1,021	9.88%
QC / QA		2	107	172	35		314	3.04%
Administration		4	267	428	88		783	7.57%
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Subconsultant DL							$0.00	
Direct Costs Total ===>	$0.00						$372.00	3.60%
TOTALS		72	3,399	5,445	1,121	-	10,337	100.00%

8,844

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Local Public Agency
Shelby County / Shelbyville Township

County
Shelby

Section Number
26-20123-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Field Survey - Measurements			Environmental Survey Request			Utilities & Permitting			Structure Rehab Design			Specifications / Final PS&E		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43	5.0	6.94%	1.84	4	40.00%	10.57												
Engineering Technician 2	34.51	0.0																	
Engineering Technician 3	39.75	4.0	5.56%	2.21	4	40.00%	15.90												
Engineering Technician 4	49.66	0.0																	
Engineering Technician 5	57.67	0.0																	
Engineering Technician 6	65.44	0.0																	
Engineer 1	37.70	29.0	40.28%	15.18	1	10.00%	3.77							24	60.00%	22.62	4	50.00%	18.85
Engineer 2	45.05	10.0	13.89%	6.26										8	20.00%	9.01	2	25.00%	11.26
Engineer 3	53.68	12.0	16.67%	8.95										8	20.00%	10.74	2	25.00%	13.42
Engineer 4	65.75	0.0																	
Engineer 5	75.44	11.0	15.28%	11.53	1	10.00%	7.54	6	100.00%	75.44	2	100.00%	75.44						
Architect Associate	34.00	0.0																	
Architect 2	45.76	0.0																	
Architect 3	63.65	0.0																	
Project Manager	88.70	0.0																	
Principal of Firm	90.00	1.0	1.39%	1.25															
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		0.0																	
		0.0																	
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		0.0																	
TOTALS		72.0	100%	$47.21	10.0	100.00%	$37.79	6.0	100%	$75.44	2.0	100%	$75.44	40.0	100%	$42.37	8.0	100%	$43.53

Local Public Agency
Shelby County / Shelbyville Township

County
Shelby

Section Number
26-20123-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

PAYROLL CLASSIFICATION	AVG HOURLY RATES	QC / QA			Administration															
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43				1	25.00%	6.61												
Engineering Technician 2	34.51																		
Engineering Technician 3	39.75																		
Engineering Technician 4	49.66																		
Engineering Technician 5	57.67																		
Engineering Technician 6	65.44																		
Engineer 1	37.70																		
Engineer 2	45.05																		
Engineer 3	53.68	2	100.00%	53.68															
Engineer 4	65.75																		
Engineer 5	75.44				2	50.00%	37.72												
Architect Associate	34.00																		
Architect 2	45.76																		
Architect 3	63.65																		
Project Manager	88.70																		
Principal of Firm	90.00				1	25.00%	22.50												
TOTALS		2.0	100%	$53.68	4.0	100%	$66.83	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

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Illinois Department of Transportation

EXHIBIT D

COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

FIXED RAISE

Local Public Agency	County	Section Number
Shelby County / Rural Township	Shelby	26-19121-00-BR
Prime Consultant (Firm) Name	**Prepared By**	**Date**
Hutchison Engineering, Inc.	Thomas Winkelman	8/22/2026
Consultant / Subconsultant Name	**Job Number**	
Hutchison Engineering, Inc.		

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

Remarks

Bridge Rehabilitation - TR 109 over Mud Creek, SN: 087-3100

PAYROLL ESCALATION TABLE

CONTRACT TERM	12	MONTHS
START DATE	10/1/2026	
RAISE DATE	1/1/2027	
END DATE	9/30/2027	

OVERHEAD RATE	160.22%
COMPLEXITY FACTOR	0
% OF RAISE	3.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	10/1/2026	1/1/2027	3	25.00%
1	1/2/2027	10/1/2027	9	77.25%

The total escalation = 2.25%

BLR 05514 (Rev. 02/06/25)
ESCALATION

Local Public Agency	County	Section Number
Shelby County / Rural Township	Shelby	26-19121-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

PAYROLL RATES

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

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	2.25%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Engineering Technician 1	$25.85	$26.43
Engineering Technician 2	$33.75	$34.51
Engineering Technician 3	$38.88	$39.75
Engineering Technician 4	$48.57	$49.66
Engineering Technician 5	$56.40	$57.67
Engineering Technician 6	$64.00	$65.44
Engineer 1	$36.87	$37.70
Engineer 2	$44.06	$45.05
Engineer 3	$52.50	$53.68
Engineer 4	$64.30	$65.75
Engineer 5	$73.78	$75.44
Architect Associate	$33.25	$34.00
Architect 2	$44.75	$45.76
Architect 3	$62.25	$63.65
Project Manager	$86.75	$88.70
Principal of Firm	$90.00	$90.00

Local Public Agency	County	Section Number
Shelby County / Rural Township	Shelby	26-19121-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NAME	Direct Labor Total	Contribution to Prime Consultant
Total	0.00	0.00

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency	County	Section Number
Shelby County / Rural Township	Shelby	26-19121-00-BR
Consultant / Subconsultant Name		**Job Number**
Hutchison Engineering, Inc.		

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)		$110.00	$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost		$35.00	$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	200	$0.76	$152.00
Vehicle Owned or Leased	$32.50/half day (4 hours or less) or $65/full day			$0.00
Vehicle Rental	Actual Cost (Up to $55/day)			$0.00
Tolls	Actual Cost			$0.00
Parking	Actual Cost			$0.00
Overtime	Premium portion (Submit supporting documentation)	2	$35.00	$70.00
Shift Differential	Actual Cost (Based on firm's policy)			$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			$0.00
Project Specific Insurance	Actual Cost			$0.00
Monuments (Permanent)	Actual Cost			$0.00
Photo Processing	Actual Cost			$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			$0.00
CADD	Actual Cost (Max $15/hour)	10	$15.00	$150.00
Web Site	Actual Cost (Submit supporting documentation)			$0.00
Advertisements	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			$0.00
Recording Fees	Actual Cost			$0.00
Transcriptions (specific to project)	Actual Cost			$0.00
Courthouse Fees	Actual Cost			$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
Testing of Soil Samples	Actual Cost			$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			$0.00
GPS Survey Equipment	Actual Cost		$200.00	$0.00
Robotic Total Station Survey Equipment	Actual Cost		$100.00	$0.00
Per Diem Meals - Full Day	Up to state rate maximum		$68.00	$0.00
Per Diem Meals - Travel Day	Up to state rate maximum		$51.00	$0.00
			TOTAL DIRECT COSTS:	$372.00

Local Public Agency
Shelby County / Rural Township

County
Shelby

Section Number
26-19121-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 160.22%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Field Survey - Measurements		10	378	605	125		1,108	10.72%
Environmental Survey Request		6	453	725	149		1,327	12.84%
Utilities & Permitting		2	151	242	50		443	4.29%
Structure Rehab Design		40	1,695	2,715	559		4,969	48.07%
Specifications / Final PS&E		8	348	558	115		1,021	9.88%
QC / QA		2	107	172	35		314	3.04%
Administration		4	267	428	88		783	7.57%
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Subconsultant DL							$0.00	
Direct Costs Total ===>	$0.00						$372.00	3.60%
TOTALS		72	3,399	5,445	1,121	-	10,337	100.00%

8,844

Local Public Agency
Shelby County / Rural Township

County
Shelby

Section Number
26-19121-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Field Survey - Measurements			Environmental Survey Request			Utilities & Permitting			Structure Rehab Design			Specifications / Final PS&E		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43	5.0	6.94%	1.84	4	40.00%	10.57												
Engineering Technician 2	34.51	0.0																	
Engineering Technician 3	39.75	4.0	5.56%	2.21	4	40.00%	15.90												
Engineering Technician 4	49.66	0.0																	
Engineering Technician 5	57.67	0.0																	
Engineering Technician 6	65.44	0.0																	
Engineer 1	37.70	29.0	40.28%	15.18	1	10.00%	3.77							24	60.00%	22.62	4	50.00%	18.85
Engineer 2	45.05	10.0	13.89%	6.26										8	20.00%	9.01	2	25.00%	11.26
Engineer 3	53.68	12.0	16.67%	8.95										8	20.00%	10.74	2	25.00%	13.42
Engineer 4	65.75	0.0																	
Engineer 5	75.44	11.0	15.28%	11.53	1	10.00%	7.54	6	100.00%	75.44	2	100.00%	75.44						
Architect Associate	34.00	0.0																	
Architect 2	45.76	0.0																	
Architect 3	63.65	0.0																	
Project Manager	88.70	0.0																	
Principal of Firm	90.00	1.0	1.39%	1.25															
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		0.0																	
		0.0																	
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		0.0																	
		0.0																	
TOTALS		72.0	100%	$47.21	10.0	100.00%	$37.79	6.0	100%	$75.44	2.0	100%	$75.44	40.0	100%	$42.37	8.0	100%	$43.53

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Local Public Agency
Shelby County / Rural Township

County
Shelby

Section Number
26-19121-00-BR

Consultant / Subconsultant Name
Hutchison Engineering, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	QC / QA			Administration															
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineering Technician 1	26.43				1	25.00%	6.61												
Engineering Technician 2	34.51																		
Engineering Technician 3	39.75																		
Engineering Technician 4	49.66																		
Engineering Technician 5	57.67																		
Engineering Technician 6	65.44																		
Engineer 1	37.70																		
Engineer 2	45.05																		
Engineer 3	53.68	2	100.00%	53.68															
Engineer 4	65.75																		
Engineer 5	75.44				2	50.00%	37.72												
Architect Associate	34.00																		
Architect 2	45.76																		
Architect 3	63.65																		
Project Manager	88.70																		
Principal of Firm	90.00				1	25.00%	22.50												
TOTALS		2.0	100%	$53.68	4.0	100%	$66.83	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00	0.0	0%	$0.00

361

EXHIBIT 5: PROJECT LOCATION DESCRIPTIONS

Location # 1 (Holland Township) – Section: 26-08120-00-BR

Local Street / Road Name	Key Route	Length	Structure Number
2000E Road	TR 230	0.1	087-3412

Location Termini

Structure over Brush Creek – 5.0 miles east of Cowden

Location # 2 (Ash Grove Township) – Section: 26-01128-00-BR

Local Street / Road Name	Key Route	Length	Structure Number
1000N Road	TR 223	0.1	087-3380

Location Termini

Structure over Sexson Branch – 3.8 miles east of Strasburg

Location # 3 (Shelbyville Township) – Section: 26-20123-00-BR

Local Street / Road Name	Key Route	Length	Structure Number
2200E Road	FAS 1650	0.1	087-3312

Location Termini

Structure over Lithia Springs Creek – 3.0 miles northeast of Shelbyville

Location # 4 (Rural Township) – Section: 26-19121-00-BR

Local Street / Road Name	Key Route	Length	Structure Number
1700N Road	TR 109	0.1	087-3100

Location Termini

Structure over Mud Creek – 5.0 miles north of Tower Hill

Hutchison
Engineering, Inc.
Since 1945



STATEMENT OF QUALIFICATIONS

FOXGLOVE WIND PROJECT
PHASE III CONSTRUCTION INSPECTION SERVICES

AUGUST 10, 2026

Hutchison
Engineering, Inc.
Since 1945

August 10, 2026

Mr. Michael Tappendorf
Shelby County Highway Department
1590 State Highway 16
Shelbyville, IL 62565

RE: Request For Qualifications
Foxglove Wind Project
Phase III Construction Inspection Services

Dear Michael:

Hutchison Engineering Inc. (HEI) is pleased to submit this response to your Request for Qualifications. HEI is a full service civil engineering firm that has served clients throughout Illinois for over seven decades. HEI is known as a firm that has successfully completed some of the region's larger civil engineering projects but also routinely partners with counties and other local public agencies on projects of all sizes. Each project is treated with the same attention to detail and professional project management. We are proposing to complete the requested construction inspection services completely in house with our own forces. The Hutchison Engineering team is committed to working on this important project for the improvement and protection of the transportation assets in northwestern Shelby County.

Depth and Experience of Staff. The HEI staff of engineers and engineering technicians are consistently involved in large IDOT, county, and municipal projects. Our eight offices across Illinois, Missouri, and Wisconsin routinely provide survey, planning, design, and construction inspection services for a wide range of clients and project types. We have completed the construction inspection / oversight responsibilities on behalf of the county / township for a large number of windfarm development projects across central Illinois. We are familiar with the windfarm development corporations, the traffic impact analyses process, the road use agreements, the attorneys used to establish the road use agreements, the typical plan requirements for road and structure improvements to support wind farm loadings, and the major contractors that are typically associated with the construction of the roadway and structure improvements.

Project Management. Mr. Jason Wheeler, P.E., will be the Project Manager and manage this project from our Jacksonville office. He has over 25 years of experience in transportation engineering and construction inspection with HEI. He has served as our construction project manager from the Jacksonville office location for over 15 of his 25 years with HEI. He understands that each project / client is unique and requires special attention based on their needs. He will work closely with the county, the townships, the attorneys, and the contractors

Jacksonville
1801 W Lafayette Ave
Jacksonville, IL 62651
(217) 245-7164

Shorewood
605 Rollingwood Dr
Shorewood, IL 60404
(815) 733-6295

Peoria
8305 N Allen Rd,
Suite 4
Peoria, IL 61615
(309) 691-1366

Quad Cities
1701 River Dr,
Suite 110
Moline, IL 61265
(309) 517-3899

Carbondale
1335 North Cedar Court
Carbondale, IL 62901
(618) 457-2188

Hannibal
8965 Highway 36,
Suite 5
Hannibal, MO 63401
(573) 240-9577

Beloit
690 Third St,
Suite 230
Beloit, WI 53511
(608) 368-8025

to ensure that all project needs are met, to ensure the project stays on schedule, and to provide technical expertise during each phase of the project. Mr. Wheeler is widely respected for his ability to communicate effectively with all stakeholders to facilitate timely decisions and quick resolutions to issues. He enjoys the interaction with clients, project stakeholders, and contractors.

Firm Longevity. Hutchison Engineering has been in business since 1945. This longevity brings confidence and stability to our clients. HEI operates as an S-Corporation in the state of Illinois. We also have certifications to conduct engineering business in Indiana, Iowa, Missouri, and Wisconsin.

Focus on Transportation Engineering. Unlike many firms, HEI's primary focus is on transportation engineering. Our main clients and our continuous focus is on county highway departments, municipalities, and the Illinois Department of Transportation. Because of this long-standing focus, we have a thorough understanding of transportation funding, planning, design, and construction inspection services. This includes a thorough understanding of the IDOT Local Roads and Streets policies and procedures for the construction, reconstruction, and rehabilitation of local agency roads and bridges.

Client Relations. We value our relationships with all of our clients regardless of the type or size of project. We strive to not only complete projects but to build career-long relationships based on trust and respect. Our goal is to be an extension of your staff so the relationship between your staff and our staff is seamless.

Hutchison Engineering, Inc. appreciates the opportunity to submit these qualifications. We look forward to working with you and building our relationship with Shelby Couty. We have the technical expertise and project management experience you are seeking to help make this project a success.

If you have any questions or need additional information, please do not hesitate to contact Mr. Jason Wheeler or Mr. Thomas Winkelman at (217) 245-7164 or jwheeler@hutchisoneng.com and tjwinkelman@hutchisoneng.com.

Very truly yours,
Hutchison Engineering, Inc.

[redacted]

Thomas J. Winkelman, P.E.
Vice President

Jacksonville
1801 W Lafayette Ave
Jacksonville, IL 62651
(217) 245-7164

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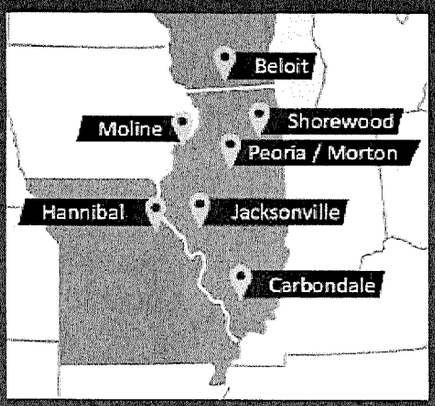
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FIRM INFORMATION



Established: 1945

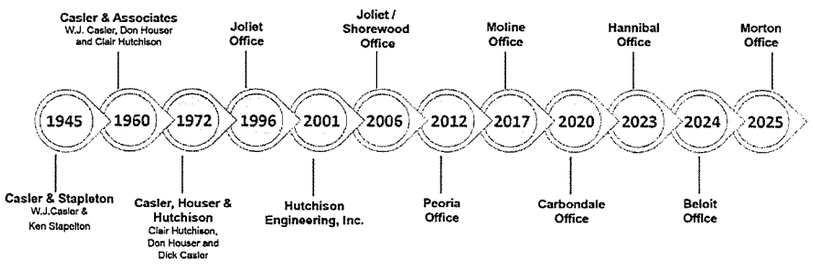
Employees: 135

Office to Perform Work:
1801 Lafayette Avenue
Jacksonville, IL 62651

Primary Contact:
Hutchison Engineering, Inc.
Tom Winkelman, PE -
Project Manager
tjwinkelman@hutchisoneng.com

FIRM PROFILE

Founded in 1945, Hutchison Engineering, Inc. (HEI) is a full service civil engineering/architectural firm that serves clients throughout Illinois, Iowa, Missouri, and Wisconsin. Below is a timeline of the evolution of our eight offices.



CONSTRUCTION SERVICES
- On-site construction inspection
- Construction/materials Documentation
- Materials testing

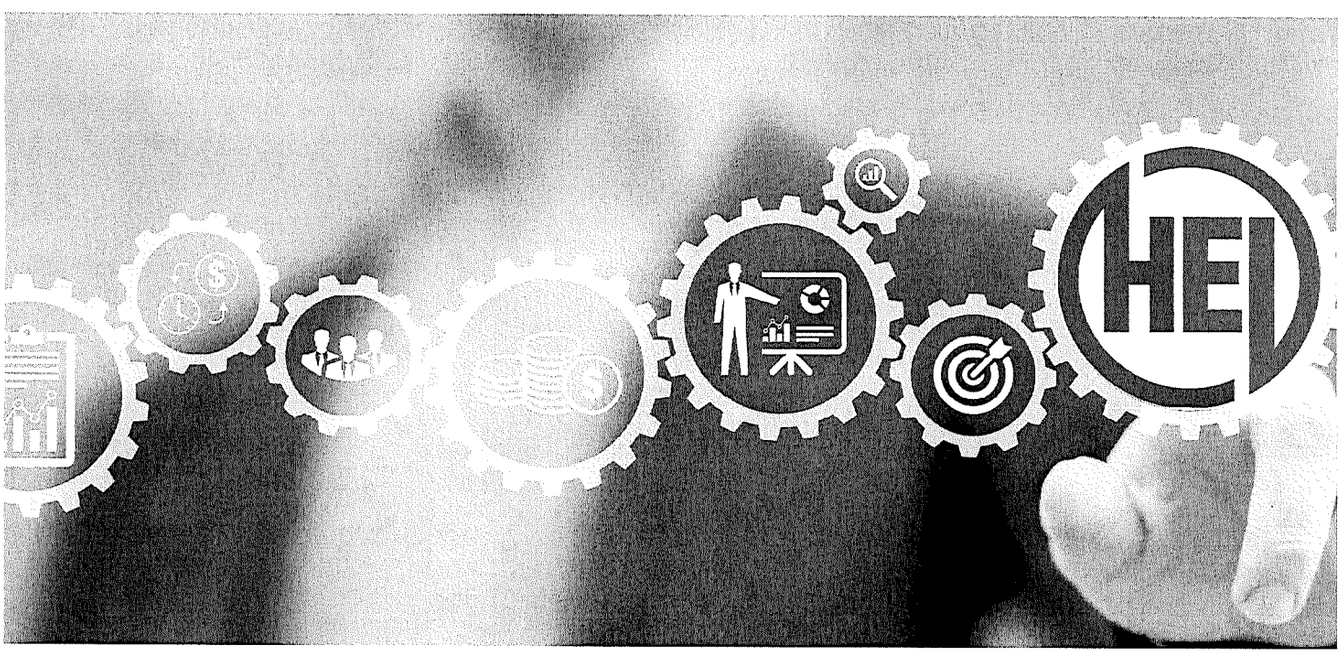
DESIGN SERVICES
- Rural Roadway
- Urban Streets
- Landscape Architecture
- Freeway/Expressway
- Interchange
- Intersection/Roundabout
- Traffic Signals
- Bridges
- Culverts
- Retaining Walls
- Bike Trails/Paths
- Sites
- Storm Water Systems
- Water Distribution Systems
- Sanitary Sewer Collection Systems
- Utility Coordination
- Environmental Coordination
- Railroad Coordination

MUNICIPAL FACILITIES
- Motor Fuel Tax Programs
- Capital Improvement Programs
- Fleet Management

SURVEY SERVICES
- Topographic Surveys
- Hydraulic Surveys
- Boundary & ALTA Surveys
- Plats & Legal Descriptions

ARCHITECTURAL SERVICES
- Architectural design/ documentation
- Interior architecture/ documentation
- Space needs analysis
- Facility and site master planning
- Site selection, site utilization studies, zoning processes
- Feasibility studies, including cost benefit analysis
- Design-Build bridging documents
- Design-Bid-Build documents
- Sustainable design/LEED documentation
- Contract monitoring on-site construction observation, full-time on-site representation
- Historic Preservation Tax credit application submittal, planning, documentation, reports, and design
- Building Code analysis

CATEGORY	STATUS
SPECIAL STUDIES - FEASIBILITY	X
LOCATION DESIGN STUDIES - NEW CONSTRUCTION/MAJOR RECONSTRUCTION	X
SPECIAL SERVICES - SURVEYING	X
LOCATION DESIGN STUDIES - RECONSTRUCTION/MAJOR REHABILITATION	X
LOCATION DESIGN STUDIES - REHABILITATION	X
SPECIAL PLANS - TRAFFIC SIGNALS	X
SPECIAL STUDIES - TRAFFIC STUDIES	X
SPECIAL SERVICES - CONSTRUCTION INSPECTION	X
SPECIAL STUDIES- LOCATION DRAINAGE	X
HYDRAULIC REPORTS - WATERWAYS: COMPLEX	X
HYDRAULIC REPORTS - PUMP STATIONS	X
HYDRAULIC REPORTS - WATERWAYS: TYPICAL	X
STRUCTURES - HIGHWAY: SIMPLE	X
STRUCTURES - HIGHWAY: ADVANCED TYPICAL	X
STRUCTURES - HIGHWAY: TYPICAL	X
GEOTECHNICAL SERVICES - STRUCTURE GEOTECHNICAL REPORTS (SGR)	X
AIRPORTS - CONSTRUCTION INSPECTION	X
AIRPORTS - DESIGN	X
HIGHWAYS - ROADS AND STREETS	X
SPECIAL STUDIES - SAFETY	X
SPECIAL SERVICES - SANITARY	X
HIGHWAYS - FREEWAYS	X



General Information

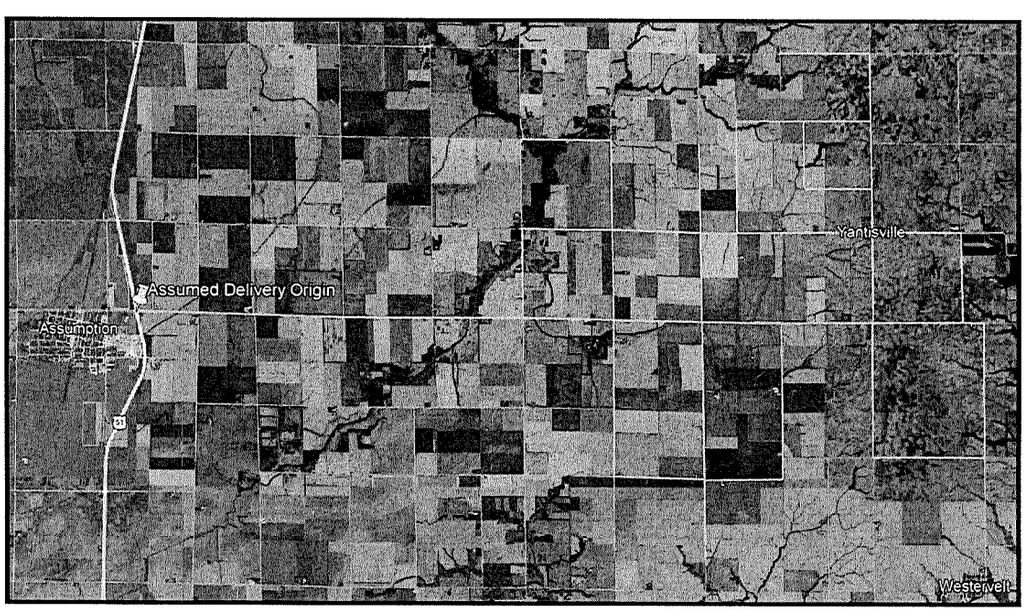
The Shelby County Highway Department has requested statements of qualifications for assistance with Phase III construction engineering services as part of the proposed Foxglove Wind project in northwestern Shelby County. The preliminary layout of the proposed wind project will include Shelby County highways as well as township roads in Flat Branch, Pickaway, Ridge, and Rural Townships. The proposed wind development is reported to include the construction of approximately 50 wind turbines. The anticipated timeline for construction of the wind project is during calendar years 2027 and / or 2028.

Hutchison Engineering has been associated with the Phase III construction engineering services for a large number of wind projects across central and northern Illinois over the past ten years. Following in this document is a listing of the 15 completed wind farm projects for which we were involved with the construction inspection and oversight of the county and township roadways involved with the project. In addition to this list, we are also currently under contract for the construction inspection services of wind farm projects in Ford, Livingston, Logan, McDonough, Menard, Stark, Peoria, and Woodford Counties with several of those wrapping up this year.

Hutchison Engineering has developed an aggressive scope of services to accommodate all of the items and issues that tend to arise with the construction oversight of wind farm projects. This scope of services may also be found within this document. This scope of services has been developed and refined over the past ten years with our extensive experience performing construction inspection and oversight on wind farm projects.

Project Location

The proposed Foxglove Wind project is situated in north / northwestern Shelby County and primarily between the communities of Assumption and Findlay. The preliminary layout of the project will include impacts to County Highway 19 and County Highway 16 as well as township roadways between 1925 North and 2400 North as well as 1000 East to 1525 East as illustrated below.



Pre-Construction Activities

In preparation for the wind farm development, Hutchison Engineering has experience with assisting counties in reviewing many of the asset impacts, permits, road use agreements, and general construction plans & specifications. These items are critical to establishing the expectations of the county and townships with construction of the project and the boundaries for which the contractor / developer will not be allowed to cross. Perhaps the most critical items to review at this stage are the Road Use Agreements, the Transportation Impact Analysis, and the general roadway improvement plans provided by the contractor's engineer.

Review of these items ensures the county and townships have protection for their transportation assets. It is critical to review all of the roadways, intersections, and structures along the proposed improvement routes to ensure all of the assets were incorporated into the plans and that the county and townships agree with the proposed improvement plans to those assets. We can assist the county and townships with review of these documents and review of the existing transportation assets in the field to ensure all of the desired improvements are incorporated into the project.

Construction Activities

Hutchison Engineering has more experience with the construction inspection and oversight of wind farm development projects than any other engineering consulting firm in Illinois. We have a large number of construction inspectors that have been involved with wind farm projects and all of the nuances that go along with these types of projects. Our construction project manager has been involved with the general oversight of every wind farm project for which we have provided services.

The construction inspection services will include a team of inspectors to be on-site daily monitoring the roadway improvement contractors as well as the operations of the wind turbine contractors as it relates to the road use agreements. The inspectors will follow the Illinois DOT standard specifications with regard to testing, monitoring, and oversight of the roadway improvements. The inspectors will also police the activities of the wind turbine construction to ensure the proper haul routes are utilized, that roadways are not being damaged, and that no permits or agreements are in violation.

Post-Construction Activities

At the conclusion of the wind farm construction activities, Hutchison Engineering also has experience with providing final inspections, as-built plan details, and a punch list of items for the contractors to complete before final acceptance of the project by the county. We will work closely with the county and townships to ensure all of their questions and concerns have been addressed and that all of the constructed roadways and structures are acceptable.

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Since 1945

Recent HEI Wind Farm Projects
Construction Engineering Scope of Services

PRECONSTRUCTION ACTIVITES
➢ Review existing culvert, box culverts, structures, roadway conditions & overall assessments provided by the TIA
➢ Attend any necessary meetings with Road Authorities toward developmental discussions of the Road Use Agreements
➢ Review temporary and permanent easements requests through radius & entrance areas
➢ Review Transportation Impact Analysis (TIA), provide conclusions, & review revisions
➢ Review and approve of entrance and utility permits
➢ Review Projected Scope of Repairs and corresponding cost estimates provided by the TIA
➢ Attend pre-construction meeting
➢ Inspection of pre-construction roadway improvements including bridge/culvert construction, roadway widening & development, culvert installation, and intersection improvements.
➢ Plan review of site plans provided by Contractors Engineer
➢ Review of proposed culvert layout at new entrances along Road Authority Roadways, review existing culverts and verify any extensions satisfy required length needed for roadway and radius widenings
➢ Review of erosion control measures placed to limit site disturbance impacts outside of easements and temporary easements

CONSTRUCTION ACTIVITIES
➢ Monitor construction activities to ensure no disturbance of identified environmental assets
➢ Attend construction progress meetings
➢ Provide weekly to daily updates to Road Authorities
➢ Maintain Daily Diary of activities, including daily correspondence with requested contractor changes to site plans or directives specified in the TIA ➢ Verify all amendments to the TIA are included and accurate
➢ Monitor road usage to ensure contractors complying with Road Use Agreement
➢ Monitor road conditions and provide direction to contractor on locations for grading, additional rock, dust control, etc.
➢ Review and approve field layout for underground collection system & communication cable crossings.
➢ Review and approve field layout for location of new entrances
➢ Inspect cross-road boring operations
➢ Review and approve heavy lift crawler crane crossing requests & monitor crossings
➢ Collection/review of overweight/oversized for each Road Authority and authorize permits

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Since 1945

➢ Cross reference anticipated deliveries with IDOT oversize and overweight permits
➢ Review and monitor traffic control and "Plan of Day" activities for correctness/local impacts
➢ Ensure roads & ROW are not being used for storage, staging areas, and parking
➢ Monitor existing drainage patterns to ensure no impacts from construction activities
➢ Monitor, verify tie points on section corner stones and monuments to verify no impacts from construction related activities
➢ Monitor speed of construction vehicles not to exceed 35 mph as directed by RUA
➢ Review and approve road closure requests & monitor time limits not to exceed 3 hours. Issue Notice of Violations as needed
➢ Monitor roadways condition and notify contractor of needed maintenance
➢ Monitor installation of junction & utility boxes to ensure not within 20' of roadway.
➢ Monitor road use to ensure conformance with Road Use Agreement and issue Notices of Violation as necessary
➢ Monitor mud, dirt, & debris on roadway and notify contractor of required cleaning.
➢ Collect documentation to confirm materials used for roadway improvements are from IDOT approved sources. A photo of daily ticket &/or Bills of Lading would be satisfactory confirmation of material sources
➢ Review and approve Road Use Permits for all contractors and subcontractors
➢ Review site during or shortly after adverse weather conditions for roadway impacts and resolve with site contractors within a 24 hour timeframe

POST-CONSTRUCTION ACTIVITIES
➢ Perform NBIS Inspections if required
➢ Perform entrance and roadway culvert inspections for remedy and/or replacements
➢ Collect & Review As-Built plans
➢ Inspect roadway proof rolling operations, follow-up with DCP testing, determine appropriate repairs, coordinate with contractor to perform repairs, and inspect all repair work
➢ Inspect and document restoration of ditches to ensure proper drainage including checking grades and inspecting seeding/fertilizing/mulching operations ➢ Verify all roadway restorations meet IDOT Local Roadway statutes
➢ Inspect culvert repairs and replacements
➢ Inspect preparation of roadways for Local Agency chip sealing
➢ Identification of field tile failures and inspect repairs and replacements
➢ Attend final inspection Develop punch list for contractor
➢ Draft Post Project Construction Repair Work acceptance letter for local agency signature
➢ Attend coordination meetings

Wind Farm
Experience List



Heritage Prairie Wind Farm
Kankakee & Livingston Counties, Illinois

Knox County Wind Farm
Knox County, Illinois

Camp Creek Wind Farm
McDonough County, Illinois

Four Creeks Wind Farm
Peoria County, Illinois

Panther Grove II Wind Farm
Livingston County, Illinois

Bennington Wind Farm
Marshall County, Illinois

Cardinal Point Wind Farm
McDonough & Warren Counties, Illinois

Kelly Creek Wind Farm
Ford County, Illinois

Moraine Sands Wind Farm
Mason County, Illinois

Panther Grove I Wind Farm
Woodford County, Illinois

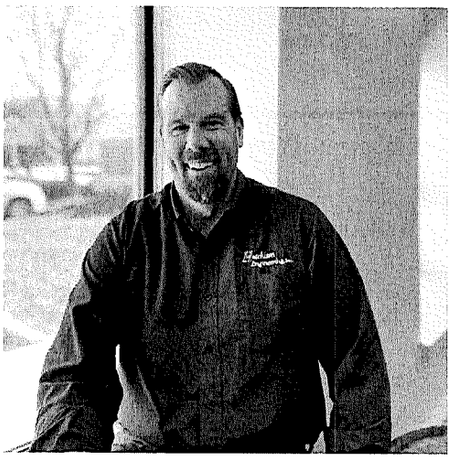
Lincoln Land Wind Farm
Morgan County, Illinois

K4 Wind Farm
Kankakee County, Illinois

Ford County Wind Farm
Ford County, Illinois

Top Hat Wind Farm
Logan County, Illinois

Sugar Creek Wind Farm
Logan County, Illinois



Jason Wheeler, PE

Construction Project Manager

Mr. Wheeler has experience managing and working on complex transportation projects for municipalities, counties, and IDOT throughout Illinois. He is one of the most well respected Construction Project Managers in the state of Illinois. He has proven experience and is well respected for his ability to completely manage a construction project by communicating well with clients, inspection staff, contractors, utility companies, and property owners. He is extremely organized which allows him to successfully manage all aspects of a construction project. He has the background to thoroughly analyze plans and specifications, foresee issues before they arise, and work with contractors to develop cost effective solutions.

Years of Experience:
Hutchison Engineering, Inc. - 25 year(s)

Registrations:
PE: IL (2006), 062-059255
PE: MO (2019), 2019007776

Education:
BSCE- University of Missouri - Rolla (2000)

Training:
Documentation of Contract Quantities #25-23094
Construction and Materials Management System (S-14)
Soils Field Testing & Inspection
PCC Level I Technician
PCC Level II Technician
Nuclear Density Tester
Aggregate Technician Course [3 Day]
HMA Level I Technician
HMA Level II Technician
Fundamentals of Storm Water Pollution/ Erosion/ Sediment Control Inspection of Erosion & Sediment Control Best Management Practices
Regulated Substances/ Construction Projects/ Special Provisions
Standard Earth Density

Office Location:
Jacksonville, IL

Relevant Project Experience

Hamilton Road Extension, Bloomington, IL
Client: City of Bloomington
Construction Manager for this $20.8M federally funded roadway reconstruction and new roadway alignment from west of Bunn St. to east of Morrissey Drive (US 150). The project consisted of reconstructing existing Hamilton Road from east of Morrissey Drive to the BNSF railroad, constructing new roadway on new alignment from the BNSF railroad to west of Bunn St., reconstruction of Bunn St. north and south of Hamilton Road, and reconstructing Rhodes Lane from Hamilton Road to Morrissey Drive (US 150). The project included removal of all existing infrastructure, earth excavation, field tiles, full depth HMA pavement with aggregate subbase, curb and gutter, storm sewer, water and sanitary sewer system replacement, PCC sidewalk and driveways, and traffic signals. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Veterans Parkway Shared Use Path, Rantoul, IL
Client: Village of Rantoul
Construction Manager for this $460K 3,400' long state funded (ITEP) shared use path project. The project consisted of constructing a shared use path along Veterans Parkway from Maplewood Drive to the Perimeter Road and then off road from Veterans Parkway to the elementary school along Short St. The project included earthwork, PCC shared use path with aggregate subbase, pedestrian push buttons, timber retaining wall, and other collateral work. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Maplewood Drive Shared Use Path, Rantoul, IL
Client: Village of Rantoul
Construction Manager for this $460K state funded (ITEP) shared use path project. The project included the construction of 2635' of new shared use path along Maplewood Drive . The work included PCC shared use path on aggregate subbase, curb and gutter, PCC driveways, signing, and bollards. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Maplewood Drive Resurfacing, Rantoul, IL
Client: Village of Rantoul
Construction Manager for this $1.5M federally funded (STU) urban street resurfacing project. This 1.5 mile project included PCC pavement patching, milling, HMA resurfacing, sidewalk/ADA ramp reconstruction, incidental HMA driveway resurfacing to correct drainage issues, and pavement markings. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Hutchison Engineering, Inc.

Jason Wheeler, PE

Construction Project Manager

Nofsinger Road Realignment, Washington, IL
Client: City of Washington
Construction Manager for Phase III services for this federally funded $7M, 1.0 mile roadway realignment project. The project consists of the construction of a new roadway from US 24 to Dallas Road, construction of a new signalized intersection at US 24, and realignment of the existing Nofsinger Road north of US 24. The project includes earthwork, culverts, storm sewer, traffic signals, PCC pavement, HMA pavement, shared-use path, sidewalks, and curb & gutter. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Hilldale Avenue Reconstruction, Washington, IL
Client: City of Washington
Construction Manager for Phase I, II, and III services for this Rebuild Bond funded $5.6M, 1.0 mile long urban roadway reconstruction project. The project consisted of the complete reconstruction of residential street including HMA pavement, curb & gutter, storm sewer, sidewalks, driveways, cast-in-place box culvert, water system, and sanitary sewer system. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Glen Avenue Reconstruction, Peoria, IL
Client: City of Peoria
Construction Manager for Phase III services for this federally funded $5.5M, .5 mile urban roadway reconstruction project from Sheridan Road to Knoxville Avenue. The project consists of the complete reconstruction of residential street including PCC pavement, curb & gutter, storm sewer, sidewalks, shared-use path, and PCC driveways. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Wisconsin Avenue Reconstruction, Peoria, IL
Client: City of Peoria
Construction Manager for Phase III services for this DCEO funded $4.6M, 0.5 mile urban street reconstruction project from McClure Avenue to Nebraska Avenue. The project includes granular embankment, sod, PCC pavement with aggregate subbase, HMA resurfacing, curb and gutter, storm sewer, PCC sidewalks, and PCC driveways. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Congress Ave./Sheldon Ave. Resurfacing, Rantoul, IL
Client: Village of Rantoul
Construction Manager for this $1.2M state funded (MFT) urban street patching and resurfacing project. The 1.0 mile project included PCC pavement patching, milling, HMA resurfacing, sidewalk/ADA ramp reconstruction, incidental HMA driveway resurfacing to correct drainage issues, and pavement markings. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Downtown Water and Sanitary Sewer System Replacement, Rantoul, IL
Client: Village of Rantoul
Construction Manager for this DCEO RDMS grant funded $1.5M water and sanitary sewer system replacement project. The project consisted of the replacement of water and sanitary sewer systems in 7 blocks of the downtown area in advance of a roadway reconstruction project. The water system work included 3,000' of water main, 25 valves, 3,200' of water service connections, water main casings, and 6 fire hydrants. The sanitary sewer system work included 1,250' of sanitary sewer main, 12 manholes, 1,650' of service connections, and abandon and fill 700' of existing sanitary sewer. Mr. Wheeler was responsible for client coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

Old Galena Rd. Reconstruction
Client: Peoria County
Construction Manager for Phase III services for this $5 million federally funded (STBG) urban reconstruction project. The project consisted of complete removal and replacement of the roadway. The proposed improvements included pavement removal, PCC pavement, HMAQ pavement, curb and gutter, storm sewer, traffic signals, earthwork, and other collateral work. The project required significant public relations with Caterpillar, Inc. and the media to maintain communications regarding traffic pattern changes. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

CH 13 Reconstruction
Client: Woodford County
Project Manager for Phase III services for this $615,000 federally funded roadway reconstruction project. The project consisted of the reconstruction of the CH 13/US 24 intersection and adjacent railroad crossing and 1,000' of CH 13 pavement. The project included pavement removal, HMA pavement widening, HMA resurfacing, PCC pavement, PCC shoulders, pipe culverts, earth excavation, and other collateral work. Mr. Wheeler was responsible for IDOT coordination, project staff scheduling, resolving complex project issues, QC/QA review of critical submittals, and providing technical expertise to HEI staff.

RESOLUTION NO. 2026-37

SHELBY COUNTY TO ACQUIRE ALL TAX CERTIFICATES

WHEREAS Public Act 104-0553 (House Bill 4537) amends 35 ILCS 200/21-190 to provide that:

(b) in counties with fewer than 3,000,000 inhabitants, a county board may, in its discretion, submit to the collector a list of any properties for which an application for judgment has been made pursuant to Section 21-150 of this Code. The county's submission of this list shall be considered its offer to purchase the property or properties included on this list at the tax sale, pursuant to the county's authority in subsection (a) of Section 21-90...

WHEREAS Public Act 104-0553 provides two paths for handling tax certificates, a Judicial Tax Deed Auction under Section 2-42 for certificates held by private tax buyers, and a Tax Deed Auction under Section 21-90 for certificates held by the County as Trustee for Taxing Districts, and the Section 22-42 path imposes significant obligations and tasks on the Sheriff, Treasurer, and State's Attorney that, under the Section 21-90 path, can be handled more efficiently by the County Tax Agent, without any additional costs or burden to the County or the Taxing Districts;

WHEREAS, based on historical data, the benefit provided by the influx of funds from private tax buyers is insignificant, in light of the fact that approximately 95% of private tax buyers certificates redeem and in light of 1) the stream of redemptions that starts flowing immediately after the tax sale; 2) the burden on the County Treasurer in processing Sale in Error declarations; the burden on the County Treasurer, Judges, and State's attorney in contesting attempts to obtain inappropriate Sale in Error declarations; and 3) the outflow of refunds, often with interest, of Sale in Error refunds:

NOW, THEREFORE, BE IT RESOLVED that, pursuant to its authority under 35 ILCS 200/21-190(b) and 35 ILCS 200/21-90 (a), the County will acquire all the tax certificates for all properties on the delinquent property/Collector's tax sale judgement list and hereby appoint the Shelby County Board Chairman to send all such lists as necessary to the County Treasurer.

PASSED and approved this 10th day of September 2026.

[redacted]

Shelby County Board Chairman

ATTEST:

[redacted]

Jessica Fox, County Clerk

ORDINANCE NO. 26-03-"O"

AN ORDINANCE ESTABLISHING A TEMPORARY MORATORIUM ON THE ISSUANCE OF PERMITS FOR DATA CENTERS IN SHELBY COUNTY, ILLINOIS

WHEREAS, the Shelby County Zoning Board of Appeals and the Shelby County Board are working in good faith and with diligence to make the necessary regulation changes through the process of text amendments to the Zoning Ordinance of Shelby County concerning DATA CENTERS in order to address concerns or issues including, but not limited to, setbacks, noise levels, lighting, application fees, wildlife and decommissioning, and;

WHEREAS, understanding the concerns regarding the impact of operation and construction of DATA CENTERS to the citizens of Shelby County require additional time and effort to reach conclusion, and;

WHEREAS, Shelby County government officials need additional time to complete the text amendment drafting process so that all interested and concerned parties can be informed of all proposed regulations changes during the text amendment process and so that Shelby County government officials have adequate time to give due consideration to all proposed text amendment regulation changes to the, Zoning Ordinance, and;

WHEREAS, in order to prevent irreversible damage to the resources of Shelby County, Illinois, prior to the consideration and implementation of any regulation changes to the Zoning Ordinance, the Shelby County Board has determined it is necessary and in the best interests of Shelby County and its citizens to impose a short term temporary moratorium on the acceptance and issuance of Special Use Permits for DATA CENTERS with at least 10,000 square feet in order to provide sufficient time for the Shelby County Zoning Board of Appeals and the Shelby County Board to consider all necessary regulation changes regarding DATA CENTERS, and;
NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF SHELBY COUNTY, ILLINOIS, as follows:

A. Beginning on the effective date of this Ordinance, no application for a Special Use Permit for the construction of a DATA CENTER on any parcel in Shelby County, Illinois, shall be accepted or processed to its completion by Shelby County, Illinois.

B. The temporary moratorium shall remain in full force and effect for a limited period of 12 MONTHS from the effective date of this Ordinance, unless sooner terminated by an ordinance duly adopted by the Shelby County Board.

Presented, Approved, and Adopted: September 10, 2026

[redacted]
Jessica Fox, County Clerk & Recorder

[redacted]
Tad A. Mayhall, County Board Chairman

09-26-001

RESOLUTION

0826002N

2026-38

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:

DRY POINT TOWNSHIP

PERMANENT PARCEL NUMBER: 0524-03-13-302-005

As described in certificates(s) : 202200015 sold November 2023

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, THOMAS STANIL, has bid $2,000.00 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 $1,442.25 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 $2,000.00.

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 $1,442.25 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 10th day of September, 2026

ATTEST:

[redacted]

CLERK

[redacted]

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

09-26-001

Shelby County Clerk - Jessica Fox

From: Shelby County District 10 - Jeff Gregg
Sent: Monday, August 31, 2026 7:40 AM
To: Shelby County District 11 - Carol Cole; Shelby County District 8 - John Strohl; Shelby County District 10 - Tim Morse; Shelby County District 2 - Judy Wood; Shelby EMA - Scott McKee; Animal Control Admin - Angela Miller; Austin Pritchard; Shelby Rescue - Jordan Camic; Shelby County Clerk - Jessica Fox; sc545@scso87.org
Subject: September Public Safety meeting

August 31, 2026

There will be a meeting of the Public Safety Committee on Thursday September 3, 2026 at 6pm. The meeting will be held at the Shelby County Courthouse (courtroom A) office located at 301 East Main in Shelbyville IL

NOTICE OF PUBLIC SAFETY COMMITTEE MEETING

Cole, Grant, Conlin, Morse, Wood, Strohl, Gregg

Agenda

Call to order
Roll call
Approval of minutes
Public body comment
Sheriff department updates
Animal Control updates
EMA updates
Rescue Squad updates
Dive team updates
Security camera updates
Old business
New business
Adjournment

FILED
AUG 31 2026
Jessica Fox
SHELBY COUNTY CLERK

378

Minutes of 8/11/26 Finance Meeting

Meeting called to order by Chair Teresa Boehm at 4:30

Those attending Jeff Gregg, Teresa Boehm, Tim Morse, Christine Matlock, Carol Cole, Clay Hard. Judy Wood arrived at 4:47

Approval of Minutes for the July meeting. Motion by Carol 2nd by Jeff. All in favor

Public Body Comment: None

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 Carol. All in Favor

Motion to Adjourn at 5:33. Motion by Christine 2nd by Jeff. All in favor.

Teresa Boehm

Finance Committee Chair

FILED
SEP 09 2026
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: June 30, 2026
Time: 6:00 PM

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1. Call to Order

The meeting was called to order by Chairman Mayhall at 6:02 PM

2. Roll Call

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

3. Approval of Minutes

Motion: To approve the minutes as presented.
Motion by: Matlock
Seconded by: Boehm
Vote: Motion carried unanimously.

FILED
AUG 26 2026
SHELBY COUNTY CLERK

4. Public Comment

No comments

5. FY2026 Budget Review and Discussion

Discussion

- Some discussion was had relating to the YTD spending of the budget. Most departments are spending below the trend to fully spend their budgets at this point. Discussion was had regarding the Circuit Clerk's budget, specifically in the training and juror spending lines. The ambulance fund was also brought up as a static line item. Chairman Mayhall agreed to make some inquiries and get some help from UCCI's attorney, Jason Brokaw.

6. Update on Corrective Action Plans for FY23 audit

Discussion: Update from Ms. Matlock regarding fund balance policies and her work with the incoming treasurer. In her research, there are not counties with policies that would match the suggestion of the auditors. The capital asset policy is being looked into and some counties have policies we can model after. Will County's policy was mentioned and it

covers nearly every asset (roads, bridges, lease agreements, ect.) Drainage appears to not have been budgeted for in FY23, resulting in expenses exceeding the budgeted amount. The auditors will be consulted to determine if budgeting for that line would remedy that finding.

7. Discussion regarding ongoing construction project in the courthouse and payments to the contractor per an inquiry from the sheriff.

Motion by: Matlock
Seconded by: Bohem

Discussion

The sheriff discussed his ongoing and remaining construction projects in the courthouse and ARPA funds that ended up not being fully available as planned. He discussed the windows and exterior work and the contract with Performative Services, and when the ARPA funds reflected a shortfall for his projects, he needed to make decisions on how to proceed. If the county was to terminate the contract, ~$80,000 would be owed for no return of services or productivity. The remaining ARPA funds were reported to be used on audit services, leaving a shortfall for courthouse projects. The full budget was reviewed to see where additional funds could be used, and it was agreed that some additional digging into 029 could uncover some additional resources for the sheriff. He expects some of the expenses could extend into FY27 and allow him to budget for them.

8. Discussion and review of remaining ARPA funds

As mentioned in Item 7, ARPA funds were reported to be for audit expenses.

9. Old Business

No old business was presented.

10. New Business

No new business was presented.

11. Adjournment

Motion to Adjourn by: Pritchard
Seconded by: Matlock
Vote: Motion carried.

Adjourned at: 7:56 PM.

August 21, 2026

NOTICE OF BUDGET/LEGISLATIVE/AUDIT COMMITTEE MEETING

There will be a meeting of the Budget/Legislative/Audit Committee on Tuesday, August 25, 2026 at 6:00 PM. This meeting will be held at the Shelby County Courthouse (Courtroom B) located at 301 East Main in Shelbyville. (Boehm, 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 discussion of the FY26 budget
6. Update on corrective action plans for FY23 audit findings
7. Review and discussion of FY24 audit
8. Review and assign FY27 budget proposals to committee members
9. Discuss and review the new tax sale process under Public Act 104-0553
10. Discussion and vote to send data storage facility moratorium to the full board
11. Old Business
12. New Business
13. Adjournment

FILED
AUG 21 2026
Jessica Fox
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, SHELBY COUNTY, ILLINOIS	)))	NO. 57-MC-55

OFFICIAL BOND

We, GREGORY KUHN as principal, and JOLENE BEYERS and DANIEL BEYERS, 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 1, 2026.

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

NOW, THEREFORE, If the said GREGORY KUHN 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.

[redacted]

GREGORY KUHN, Principal

[redacted]

JOLENE BEYERS, Surety

STATE OF ILLINOIS)
) SS
SHELBY COUNTY)

I, Donna L. Tomlinson, a Notary Public hereby certify that, **JOLENE BEYERS**, who 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 she signed, sealed, and delivered said instrument as her free and voluntary act for the uses and purposes as therein set forth.

Dated this 19 day of August, 2026.

OFFICIAL SEAL
DONNA L TOMLINSON
NOTARY PUBLIC, STATE OF ILLINOIS
MACON COUNTY
MY COMMISSION EXPIRES 08/24/2026

[redacted]

Notary Public

STATE OF ILLINOIS)
) SS
COUNTY OF MACON)

I, Donna L. Tomlinson, a Notary Public hereby certify that, **GREGORY KUHN**, who 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 21 day of August, 2026.

OFFICIAL SEAL
DONNA L TOMLINSON
NOTARY PUBLIC, STATE OF ILLINOIS
COMMISSION NO. 686289
MY COMMISSION EXPIRES AUGUST 24, 2030

[redacted]
Notary Public

[redacted]
DANIEL BEYERS, Surety

STATE OF ILLINOIS)
) SS
SHELBY COUNTY)

I, Donna L. Tomlinson, a Notary Public hereby certify that, **DANIEL BEYERS**, who 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 19 day of August, 2026.

OFFICIAL SEAL
DONNA L TOMLINSON
NOTARY PUBLIC, STATE OF ILLINOIS
MACON COUNTY
MY COMMISSION EXPIRES 08/24/2026

[redacted]
Notary Public

Signed, Sealed and Delivered in the Presence of

[redacted]
Nancy M. Handegan, Attorney for District

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, SHELBY COUNTY, ILLINOIS.	)))	No. 57-MC-55

ORDER OF APPOINTMENT

THIS CAUSE COMING on to be heard for the annual appointment of commissioner and it appearing that GREGORY KUHN, being manager of the Mary Crowe Trust, which owns land in the 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 GREGORY KUHN is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2029, or until his successor has been appointed or otherwise qualified to act.

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

ENTERED: Sept. 10, 2026

[redacted]
Chairman of the County Board
Shelby County, Illinois.

ATTEST:
[redacted]
Shelby County Clerk

RESOLUTION NO. 2026-39

RESOLUTION APPROVING THE APPOINTMENT OF GREGORY KUHN AS COMMISSIONER OF DRAINAGE DISTRICT NO. 1 OF THE TOWN OF OCONEE AND WAIVING THE LAND-OWNERSHIP REQUIREMENT

WHEREAS, Drainage District No. 1 of the Town of Oconee, Shelby County, Illinois, is a drainage district organized under the Illinois Drainage Code and is the subject of proceedings in the Circuit Court of the Fourth Judicial Circuit, Shelby County, Illinois, Case No. 57-55; and

WHEREAS, the Illinois Drainage Code, 70 ILCS 605/4-1, provides for the appointment of commissioners of drainage districts; and

WHEREAS, Section 4-3 of the Illinois Drainage Code, 70 ILCS 605/4-3, provides that a person appointed as a drainage district commissioner must own land in the district unless, in an appointed district, the appointing authority finds that it is in the best interests of the district that the land-ownership requirement be waived; and

WHEREAS, Gregory Kuhn manages the Mary Crowe Trust, which owns land in the district; and

WHEREAS, Gregory Kuhn is an adult resident of the State of Illinois and is otherwise qualified to serve as a commissioner of Drainage District No. 1 of the Town of Oconee, except that he does not own land within the boundaries of the District; and

WHEREAS, the Shelby County Board has considered the qualifications of Gregory Kuhn and the needs and interests of Drainage District No. 1 of the Town of Oconee; and

WHEREAS, the Shelby County Board finds and determines that the appointment of Gregory Kuhn as a commissioner of Drainage District No. 1 of the Town of Oconee is in the best interests of the District and that the requirement that a commissioner own land within the District should therefore be waived pursuant to 70 ILCS 605/4-3; and

WHEREAS, the Shelby County Board desires to approve the appointment of Gregory Kuhn to serve as commissioner of Drainage District No. 1 of the Town of Oconee for a three-year term, subject to his qualification and filing of the oath and bond required by law;

NOW, THEREFORE, BE IT RESOLVED by the Shelby County Board, Shelby County, Illinois, as follows:

1. The Shelby County Board hereby finds and determines that it is in the best interests of Drainage District No. 1 of the Town of Oconee to waive the requirement that Gregory Kuhn own land within the District.
2. Pursuant to 70 ILCS 605/4-3, the land-ownership requirement is hereby waived as to Gregory Kuhn for purposes of his appointment as commissioner of Drainage District No. 1 of the Town of Oconee.

3. The Shelby County Board hereby approves the appointment of **Gregory Kuhn** as commissioner of Drainage District No. 1 of the Town of Oconee for a **three-year term**, commencing on September 1, 2026, and continuing until September 1, 2029, and until his successor is selected and qualified.
4. Gregory Kuhn shall, before entering upon the duties of his office, comply with the qualification, oath, and bond requirements applicable to drainage district commissioners under the Illinois Drainage Code.
5. The Chairman and County Clerk are authorized and directed to execute and transmit such documents as may be necessary to evidence and record this appointment in **Circuit Court Case No. 57-55, In the Matter of Drainage District No. 1 of the Town of Oconee**, and in the Drainage Record maintained by the Clerk of the Circuit Court.
6. This Resolution shall be effective immediately upon its adoption.

ADOPTED this 1st day of September, 2026.

[redacted]

Chairman, Shelby County Board

ATTEST:

[redacted]

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 AND STATE OF ILLINOIS	))))	No. 68-13

ORDER OF APPOINTMENT

This cause coming on to be heard for the annual appointment of commissioner, and it appearing that NANCY HANDEGAN was heretofore appointed for the term ending the first Tuesday of September, 2026; and it further appearing that NANCY HANDEGAN, 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 her oath and bond in the penal sum of FIVE HUNDRED DOLLARS AND NO/100 ($500.00);

NOW, THEREFORE, IT IS ORDERED that NANCY HANDEGAN is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September 2029, or until her successor has been appointed or otherwise qualified to act.

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

PASSED this 10th day of September, 2026.

[redacted]

Chairman of the County Board,
Shelby County, Illinois.

ATTEST: [redacted]

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 AND STATE OF ILLINOIS	))))	No. 68-13

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.

[redacted]
Nancy Handegan

Signed and sworn to before me this
20th day of August, 2026.

[redacted]
Notary Public

OFFICIAL SEAL
DUSTIN L. PROBST
Notary Public - State of Illinois
Commission No. 825285
My Commission Expires August 31, 2027

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 AND STATE OF ILLINOIS	))))	No. 68-13

OFFICIAL BOND

We, NANCY HANDEGAN, as principal, and MARK BEYERS and JOSHUA CULUMBER, 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 on August 20, 2026.

THE CONDITION OF THIS OBLIGATION IS SUCH THAT, whereas, the said NANCY HANDEGAN 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 NANCY HANDEGAN shall justly and fairly account for and pay over all moneys that may come into her hands, by virtue of her 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.

[redacted]
Nancy Handegan, Principal

Signed, Sealed and Delivered in the Presence of

[redacted]
Dustin L. Probst, Attorney for District

[redacted]
Mark Beyers, Surety

[redacted]
Joshua Culumber, Surety

STATE OF ILLINOIS)
) ss
Shelby County,)

I, Dustin L. Probst, 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 20th day of August, 2026.

[redacted]

Notary Public

OFFICIAL SEAL
DUSTIN L. PROBST
Notary Public - State of Illinois
Commission No. 825285
My Commission Expires August 31, 2027

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, SHELBY and CHRISTIAN COUNTIES, ILLINOIS	))))))	**No. 1967MC15**

ORDER OF APPOINTMENT

This cause coming on to be heard for the annual appointment of commissioner, and it appearing that KENT KUHLE was heretofore appointed for the term ending the first Tuesday of September, 2026; and it further appearing that KENT KUHLE, 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 KENT KUHLE is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2029, or until his successor has been appointed or otherwise qualified to act.

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

PASSED this 10th day of September, 2026.

[redacted]

Chairman of the County Board,
Shelby County, Illinois.

ATTEST: [redacted]

Shelby County Clerk

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, SHELBY and CHRISTIAN COUNTIES, ILLINOIS	)))))	**No. 1967MC15**

OFFICIAL BOND

We, KENT KUHLE, as principal, and JAMES BRANYAN and L. CURTIS CORZINE, 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 KENT KUHLE 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 KENT KUHLE 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.

[redacted]
Kent Kuhle, Principal

Signed, Sealed and Delivered in the Presence of

[redacted]
James Branyan, Surety

[redacted]
Dustin L. Probst, Attorney for District

[redacted]
L. Curtis Corzine, Surety

STATE OF ILLINOIS)
) ss
Shelby County,)

I, Dustin L. Probst, 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 25 day of August, 2026.

[redacted]
Notary Public

OFFICIAL SEAL
DUSTIN L. PROBST
Notary Public - State of Illinois
Commission No. 825285
My Commission Expires August 3

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, SHELBY and CHRISTIAN COUNTIES, ILLINOIS	)))))	**No. 1967MC15**

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.

[redacted]
Kent Kuhle

Signed and sworn to before me this
25th day of August, 2026.

[redacted]
Notary Public

OFFICIAL SEAL
DUSTIN L. PROBST
Notary Public - State of Illinois
Commission No. 825285
My Commission Expires August 31, 2027

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. 1, TOWNSHIPS OF CLARKSBURG & SHELBYVILLE, SHELBY COUNTY, ILLINOIS.	))))))	No. 2012MC01

ORDER OF APPOINTMENT

This cause coming on to be heard for the annual appointment of commissioner, and it appearing that **Julie Elbert** was heretofore appointed for the term ending the first Tuesday of September, 2026; and it further appearing that **Julie Elbert**, 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 **Julie Elbert** is hereby appointed to serve as commissioner for said District for the term ending the first Tuesday of September, 2029, or until her successor has been appointed or otherwise qualified to act.

IT IS FURTHER ORDERED that the oath and bond heretofore tendered by **Julie Elbert** is hereby approved.

PASSED this 10th day of September, 2026.

[redacted]

Chairman of the County Board,
Shelby County, Illinois.

ATTEST: [redacted]

Shelby County Clerk

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. 1, TOWNSHIPS OF CLARKSBURG & SHELBYVILLE, SHELBY COUNTY, ILLINOIS.	))))))	2012MC01

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.

[redacted]

Julie Elbert

OFFICIAL SEAL
DUSTIN L. PROBST
Notary Public - State of Illinois
Commission No. 825285
My Commission Expires August 31, 2027

Signed and sworn to before me this

13th day of August, 2026.

[redacted]

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. 1, TOWNSHIPS OF CLARKSBURG & SHELBYVILLE, SHELBY COUNTY, ILLINOIS.	))))))	No. 2012MC01

OFFICIAL BOND

We, **Julie Elbert**, as principal, and **Peter Dove** and **Mike Wheeler** 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 **Julie Elbert** 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 **Julie Elbert** 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 her skill and ability, then this obligation to be void, otherwise to remain in full force and virtue.

[redacted]

Julie Elbert, Principal

Signed, Sealed and Delivered in the Presence of

[redacted]

Peter Dove, Surety

Dustin L. Probst, Attorney for District

[redacted]

Mike Wheeler, Surety

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

I, Dustin L. Probst, a Notary Public, hereby certify that **Julie Elbert, Peter Dove** and **Mike Wheeler** 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 13th day of August, 2026.

[redacted] (SEAL)
Notary Public

OFFICIAL SEAL
DUSTIN L. PROBST
Notary Public - State of Illinois
Commission No. 825285
My Commission Expires August 31, 2027

COUNTY CLERK RECORDER REPORT
FOR PERIOD OF
AUGUST 2026

	COUNTY FUNDS
RECORDING FUNDS ON HAND balance from last month	$44,092.75
RECORDING	$23,185.00
IL REAL ESTATE TRANSFER TAX	$8,596.50
COUNTY REAL ESTATE TRANSFER TAX	$4,298.25
VITAL CERTIFIED COPIES	$1,416.00
XEROX COPIES	$315.00
MARRIAGE LICENSE	$1,195.00
DOMESTIC VIOLENCE FUND 16 AUGUST marriage licenses @ $5.00 EA	$80.00
TAX REDEMPTION	$1,700.00
MISCELLANEOUS	$50.00
CHARGE/LAREDO PAYMENTS	$4,237.99
TOTAL RECIEPTS	$45,073.74
RECEIPTS PLUS BEGINNING BALANCE	**$89,166.49**
TRANSFERRED TO General, Recording and GIS Funds	$30,201.75
RHSP TO STATE	$5,022.00
IL TRANSFER TAX PAYMENT for previous month	$8,104.50
IDPH	$92.00
DOMESTIC VIOLENCE FUND	$75.00
TOTAL PAYMENTS	$43,495.25
ENDING BALANCE for Funds on Hand AUGUST 31, 2026	$45,671.24
TOTAL	**$89,166.49**

FUNDS ON HAND

BANK CHECKING ACCT AUGUST 31, 2026	$44,592.49
CASH ON HAND AUGUST 31, 2026	$1,078.75
TOTAL ending balance	$45,671.24

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 2026.

DATED: SEPTEMBER 8, 2026

Jessica Fox
COUNTY CLERK & RECORDER
JESSICA FOX

GIS

327	doc @	$1.00	$327.00	Recording Fund
327	doc @	$17.00	$5,559.00	GIS Fund

EARNINGS

327	doc @	$18.00	$5,886.00	Recording Fund

FEES

	BALANCE OF FEES		$15,589.49	General Fund
	IL TRANSFER TAX		$8,596.50	MYTAX ACH
	CO TRANSFER TAX		$4,298.25	General Fund
285	doc @	$18.00	$5,130.00	RHSP ACH pmt
285	doc @	$0.50	$142.50	General Fund
285	doc @	$0.50	$142.50	County Clerk
			$45,671.24	

$6,213.00	Recording Fund Total	ck	3825
$5,559.00	GIS Fund Total	ck	3826
$20,030.24	General Fund Total	ck	3827

FILED
SEP 08 2026
Jessica Fox
SHELBY COUNTY CLERK

AUGUST DEATH CERTS 20 @ $4 = $80.00

Prepared by Angie Bricker Date 9-8-26