

December 5, 2018

SHELBY COUNTY BOARD MEETING AGENDA
December 12, 2018 – 9:00 A. M. in Courtroom B

1. Call to Order-Prayer - Pledge of Allegiance
2. Roll Call
3. Approval of Minutes
4. Brenda Elder, VISTA Volunteer – Report on the Shelby County Bicentennial and the Museum on Main Street
5. Jared Rowcliffe, Zoning Administrator – Approve Resolution to rezone property (1 acre) in Section 32 of Windsor Township from Ag to General Business for a gunsmithing and firearm dealing business, owner is Michael and Janet Carr, petitioner is Tom Carr
6. Jared Rowcliffe, PCOM – Approve CIPT to let out for bids for new maintenance vehicle using maintenance building fund reserves
7. Don Koonce, Sheriff –Resolution approving Mutual Aid Agreement for Police Services between Shelby County, Christian County, Macon County and the Village of Moweaqua
8. David Cruitt, Chairman – Resolution to appoint Treasurer Erica Firnhaber as IMRF authorized agent for Shelby County
9. County Treasurer Erica Firnhaber –Request Approval of Resolution(s) to Transfer Shelby County Trustee Delinquent Properties(2014 Certificates) Purchased at Auction
10. County Clerk Jessica Fox – Request for Approval of the Calendars of the Regularly Scheduled Board Meetings, Committee Meetings and County Holidays for 2019; County Collector Bond
11. County Highway Engineer Alan Spesard – Highway Engineer’s Report: Petitions (2) from Windsor Highway Commissioner to replace drainage structures; Petition from Ash Grove/Big Spring Highway Commissioner to replace Bridge located on township line; Petition from Shelbyville Highway Commissioner to replace Bridge; Agreement for Engineering Services to replace Bridge in Flat Branch Township; Agreement for Engineering Services to replace County Highway Bridge (Westervelt); Agreement with IDOT for funding the Engineering Services to replace County Highway Bridge (Westervelt); Resolution for funding for Engineering Services required to replace County Highway Bridge (Westervelt); Resolution to use Motor Fuel Tax Funds for the Maintenance of County Roads in 2019; Resolution to appropriate Federal Funds to Pay 50% of County Engineer’s Salary in 2019
12. Committee Reports
13. Chairman Updates
14. Chairman Appointments - see attached list
15. Correspondence
16. Public Body Comment
17. Adjournment

Please silence cell phones during the Board meeting.

Coffee and Cookies - 8:30 (Cookies provided by Barb Bennett and Kay Kearney)

Prayer this month given by Board member Bob Jordan

SHELBY COUNTY BOARD MEETING

December 12, 2018 – 9:00 A.M.

The Shelby County Board met on Wednesday, December 12, 2018, at 9:00 A.M. at the Courthouse in Shelbyville, Illinois.

Chairman David Cruitt called the meeting to order. Board member Robert Jordan gave the prayer and all present recited the Pledge of Allegiance.

County Clerk Jessica Fox called the roll. Behl was absent.

Minutes for the November 14, 2018 board meeting were presented for approval. Gergeni made motion to approve the minutes. Kearney seconded said motion, which passed by voice vote (20 yes, 0 no). The December 3, 2018 Organizational meeting minutes were presented for approval. Cannon made motion to approve the organizational meeting minutes. Mulholland seconded said motion, which passed by voice vote (20 yes, 0 no).

Brenda Elder, Vista Volunteer for Shelby County and Director of the Bicentennial committee, addressed the Board to update them on the State of Illinois Bicentennial celebration. Illinois became a state 200 years ago today, December 3, 1818! Elder reported the Smithsonian Museum on Main street arrived yesterday at the Lake Shelbyville visitors center. The museum will be open to the public from December 15, 2018 – January 26, 2019 and will be staffed by volunteers. Elder thanked the County and City of Shelbyville for their donations and also those businesses who also donated. She encouraged everyone to come out and visit the museum while it is in town. The Board thanked Elder for all of her hard work the past year in dealing with the Bicentennial celebration.

Zoning administrator Jared Rowcliffe requested approval for a resolution to rezone from AG to General Business 1 acre in section 32 of Windsor Township for Michael and Janet Carr for a gunsmithing and firearm business. Both the Planning Commission and board of Appeals have met and approved this change.

Wetherell made motion to approve the zoning change. Gergeni seconded said motion, which passed by voice vote (20 yes, 0 no). (Resolution attached to these minutes).

Next, Rowcliffe as PCOM informed the Board that CIPT has maintenance building funds available and they would like to use those to take bids for a maintenance vehicle for the mechanic as he was currently using his own vehicle. The funds must be used, and IDOT has approved the use of these funds towards the purchase of a vehicle.

Wetherell made motion to approve CIPT seeking bids for a new maintenance vehicle. Drnjevic seconded said motion, which passed by voice vote (20 yes, 0 no).

Sheriff Koonce addressed the board requesting approval for a mutual aid agreement between Macon County, Christian County and the Village of Moweaqua. This request was initially drafted by the previous Macon County Sheriff Howard Buffett. Koonce stated the State's Attorney had reviewed the resolution and agreement and that everything looked acceptable.

Drnjevic made motion to approve the mutual aid agreement. Wetherell seconded said motion, which passed by voice vote (20 yes, 0 no). (Resolution and agreement attached to these minutes).

Chairman Cruitt informed the Board that a resolution appointing Treasurer Erica Firnhaber as IMRF authorized agent for Shelby County needed to be approved.

Amling made motion to approve the appointment. Arthur seconded said motion, which passed by voice vote (20 yes, 0 no). (Resolution attached to these minutes).

County Treasurer Erica Firnhaber addressed the board requesting approval of a resolution(s) transferring the 2014 Shelby County Trustee Delinquent parcels to those people who had purchased the parcels at a sealed bid auction. Ten parcels were sold to owners. These people will receive clear titles and these properties will go back on the tax rolls.

Arthur made motion to approve the resolution(s) to transfer the 2014 trustee parcels to the new owners. Mulholland seconded said motion, which passed by voice vote (20 yes, 0 no). (Resolution master list attached to these minutes).

County Clerk Fox presented for approval the calendars of regularly scheduled board meetings, committee meetings and County holidays for 2019. *Fox noted errors after approval of calendar of meetings and mailed a corrected copy to all board members* (Correction added 1-9-2019)

Wetherell made motion to approve the calendars of regularly scheduled board meetings, committee meetings and County holidays for 2019. Williams seconded said motion, which passed by voice vote (20 yes, 0 no). (Calendars of 2019 meetings and holidays attached to these minutes).

Clerk Fox told the Board she had received the bond for the Shelby County Collector (Firnhaber) and per statute this bond is required to be made part of the Board minutes.

Amling made motion to accept the County Collector bond as filed. Wetherell seconded said motion, which passed by voice vote (20 yes, 0 no).

At this time, Chairman Cruitt called for the County Highway Engineer's report.

Alan Spesard, County Highway Engineer, requested approval for 4 petitions, 3 resolutions, and 3 agreements and provided some department updates. (All supportive documentation attached to these minutes).

Spesard presented a petition from the Windsor Township Road Commissioner to replace a box culvert 3 miles northwest of Windsor. The costs to replace will be \$5,000 and will be split equally between the township and the County.

Arthur made motion to approve the petition for culvert replacement. Wetherell seconded said motion, which passed by voice vote (20 yes, 0 no).

Another petition request from the Windsor Road Commissioner was presented for approval. This is to replace a rusted out culvert located 2.5 miles west of Windsor. Estimated costs are \$4,000 and will be split equally between the township and the county.

Williams made motion to approve the petition. Kearney seconded said motion, which passed by voice vote (20 yes, 0 no).

The next petition was a request from the Ash Grove and Big Spring Road Commissioners to replace a posted bridge on the township line. This bridge is located 5 miles east of Strasburg. The estimated cost is \$320,000. Construction will be 80% federally funded and the engineering design agreement will be 80% State funded. Spesard hopes to present the engineering agreement next month.

Shelby County Board
December 12, 2018

Mulholland made motion to approve the petition. Arthur seconded said motion, which passed by voice vote (20 yes, 0 no).

The final petition presented was a request from the Shelbyville Township Road Commissioner to replace a bridge located 3 miles southeast of Shelbyville. Estimated replacement costs are \$280,000. Shelbyville Township will pay for the engineering design. The construction will be funded with 80% federal funds, 16% state and the remaining 4% will be split between the township and the county.

Durbin made motion to approve the petition. Cannon seconded said motion, which passed by voice vote (20 yes, 0 no).

Spesard next presented an Agreement for engineering design on the county highway bridge located 1 mile south of Westervelt. The estimated cost of this bridge replacement is 1.28 million dollars, 80% of this cost will be grant funded. The Quality Based Selection committee reviewed 9 engineering firms and selected Hampton, Lazini and Renwick to do the design work at a cost of \$80,000.

Cannon made motion to approve the agreement. Jordan seconded said motion, which passed by voice vote (20 yes, 0 no). (Agreement attached to these minutes).

Spesard next presented a joint funding agreement between the County and IDOT for funding 80% of the engineering portion of the "Westervelt" bridge. The remaining 20% will be funded by the County.

Bennett made motion to approve the funding agreement. Cannon seconded said motion, which passed by voice vote (20 yes, 0 no). (Agreement attached to these minutes).

In conjunction with the funding agreement, a funding resolution, which IDOT now requires, confirming the County will fund their 20% of the "Westervelt" bridge was presented for approval. Patterson made motion to approve the resolution, Kearney seconded said motion, which passed by voice vote (20 yes, 0 no). (Resolution attached to these minutes).

The final agreement to be approved is for engineering services on a closed bridge in Flat Branch Township. This agreement is between the county and Civil Design, Inc. This design will be 80% state funded. Hayden made motion to approve the agreement. Coffman seconded said motion, which passed by voice vote (20 yes, 0 no).

Spesard next presented a resolution requesting approval from IDOT to use \$600,000 Motor Fuel Tax funds for maintaining county highways in 2019. Cannon made motion to approve the Resolution for County Maintenance. Simpson seconded said motion, which passed by voice vote (20 yes, 0 no). (Resolution attached to these minutes).

The final resolution presented requests 50% reimbursement of the County Engineer's salary and expenses from Federal Funds for 2019. Wetherell made motion to approve the resolution. Gergeni seconded said motion, which passed by voice vote (20 yes, 0 no).

Providing some updates, the 2019 rock and culvert letting will be held on January 4. Spesard plans on presenting the Annual Highway Report at the January 9, 2019 County Board meeting. Ending his report, Spesard has helped 24 highway commissioners administer and complete their MFT budgets. Construction on the bridge in Richland Township has stopped for the year and will resume in the spring and will be completed at that time.

Chairman Cruitt called for committee reports. (Committee reports are attached to these minutes).

EMA Chair Mulholland took this time to recognize EMA Director Jared Rowcliffe for his efforts following the December 1st tornado that hit Taylorville, in Christian County. Rowcliffe gave a brief update of the week he spent in Taylorville assisting with emergency operations and clean up efforts. Members of the Shelby County Rescue Squad and the highway department also assisted. Rowcliffe and the other departments were given a round of applause.

Rescue Squad Committee member Williams updated the Board that the Rescue Squad recently elected Jordan Camic as Chief and John Hippard as Secretary/Treasurer.

Public Buildings Chair Wetherell reported the flat roof repair on the Courthouse has been completed. The cupolas are currently being shingled.

Chairman Cruitt requested the following appointments:

Gary Gergeni, Rescue Squad. Motion by Amling, second by Drnjevic. All voted aye by voice.

Carolyn Lorton, Trustee, Cowden Fire Protection District. Motion by Bennett, second by Wetherell. All voted aye by voice.

Rob McCall, Shelby County Housing Authority. Motion by Mulholland, second by Drnjevic. All voted aye by voice.

Don Hennings Jr., Planning Commission. Motion by Durbin, second by Bennett. All voted aye by voice.

Fred Naber, Planning Commission. Motion by Williams, second by Drnjevic. All voted aye by voice.

Brenda Reynolds, Planning Commission. Motion by Kearney, second by Bennett. All voted aye by voice.

Under correspondence, Cruitt informed the Board that UCCI had reimbursed Shelby County \$1500.00 for dues and meeting attendance during the past year.

Chairman Cruitt took this time to thank both Barb Bennett and Kay Kearney for the cookies they served before the meeting and to wish all of the County Board members a Merry Christmas.

There was no public body comment and no further business to come before the Shelby County Board.

Metzger made motion to assess mileage and per diem for the December meetings, to pay the bills/payroll as approved by the committees and adjourn until the next regular meeting to be held on January 9, 2019. Wetherell seconded said motion, which passed by voice vote (20 yes, 0 no) and the meeting was adjourned at 10:01 A.M.

Jessica Fox
Shelby County Clerk and Recorder

STATE OF ILLINOIS

ROLL CALL VOTES IN COUNTY BOARD

SHELBY COUNTY

Dec. 12, 2018

REGULAR MEETING

		ROLL CALL			QUESTIONS							
			12/12/2018	1/2018	ON MOTIONS TO		ON MOTIONS TO		ON MOTIONS TO		ON MOTIONS TO	
COUNTY BOARD MEMBERS		MILEAGE	A.M.	P.M.	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY
217	AMLING, ROBERT	35	✓									
50	ARTHUR, JAMES	38	✓									
110	BARR, KENNETH	50	✓									
116	BEHL, ROBERT H.	42	A									
117	BENNETT, BARBARA	40	✓									
45	CANNON, BRUCE	26	✓									
510	COFFMAN, BRYON	48	✓									
99	CRUITT, DAVID		✓									
500	DRNJEVIC, DENNIS	22	✓									
214	DURBIN, JESSE	12	✓									
105	GERGENI, GARY	26	✓									
177	HAYDEN, RICHARD	44	✓									
193	JORDAN, ROBERT N.	31	✓									
64	KEARNEY, KAY		✓									
206	LENZ, LARRY	26	✓									
511	METZGER, TERRY		✓									
7	MULHOLLAND, FRANK		✓									
	PATTERSON, GARY		✓									
274	SIMPSON, ROBERT	32	✓									
	SWITS, DAVID	17	✓									
44	WETHERELL, DALE	46	✓									
10	WILLIAMS, LYNN		✓									

Resolution Number: 2018-56

Applicants: Tom Carr

Whereas, petitioner Michael T. Carr, wishing to rezone his property, that is currently zoned Agriculture (Ag) to General Business (GB), for operation of a gunsmithing and firearm dealing business. The property is located at S32 T12N R5E~SE NW~40 AC~PRE-911 SITE ADDRESS: RR 1 BOX 62 or 2551 E 1550 North Rd. Windsor, IL 61957. The one acre of the south eastern corner of said property will be rezoned to General Business. Property owners are Michael and Janet Carr.

Whereas, hearings with respect to this rezoning request concerning the said real estate have been held before the Shelby County Planning Commission and the Shelby County Board of Appeals;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the County Board of Shelby County assembled this 12th day of December, 2018, that the rezoning request for the said real estate is approved.

BE IT FURTHER RESOLVED that the Zoning Administrator is hereby directed to issue Notice of District Change to the owner of the said real estate.

Duly adopted and approved this 12th day of Dec., 2018.

[Redacted Signature]

David Cruitt, Chairman
Shelby County Board

Ayes 20

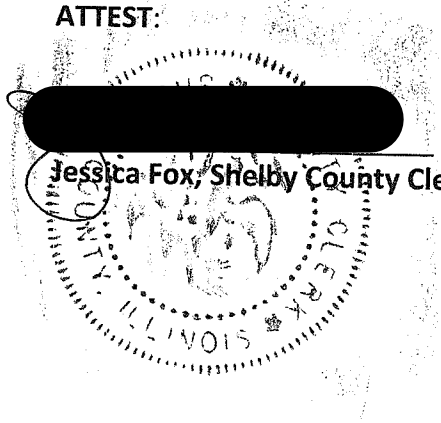
Nays -

Abstain -

ATTEST:

[Redacted Signature]

Jessica Fox, Shelby County Clerk



SHELBY COUNTY ILLINOIS

RESOLUTION

18- 57

Mutual Aid Agreement for Police Services between Shelby County, Christian County, Macon County and the Village of Moweaqua

WHEREAS, an emergency situation may occur where the sheriff's office is in need of a mutual aid agreement with the County of Christian, Illinois, the County of Macon, Illinois and the Village of Moweaqua; and

WHEREAS, Shelby County borders both the county of Christian, the county of Macon and includes the Village of Moweaqua; and

WHEREAS, response time and proper emergency services responding to public safety calls, is a top priority for all first responders; and

WHEREAS, these parties hereto desire to augment the law enforcement available in their area when necessary; and

WHEREAS, in the event of a public safety emergency where time is of the essence to ensure public safety, where mutual aid could be used from surrounding law enforcement jurisdictions to safe guard public safety and to ensure adequate law enforcement resources are available when needed; and

WHEREAS, this agreement shall not be interpreted as an obligation on any of the parties mentioned in this agreement to respond to a request for mutual aid assistance. At any time assistance is requested, the party so requested may, for any reason, deem it advisable not to respond and may so inform the requesting unit of government; and

WHEREAS, each party requesting or providing aid pursuant to this agreement hereby expressly agrees to hold harmless, indemnify and defend the Party rendering aid and its personnel from any and all claims, demands, liability, losses, suits in law or in equity which are made by a third party; and

WHEREAS, any party to this agreement may withdraw at any time, upon thirty days' written notice to all of the other parties. This agreement however shall continue to exist among the remaining parties; and

NOW, THEREFORE, BE IT RESOLVED, by the Shelby County Board that it hereby approves the Shelby County Sheriff's Office request for supplemental police protection in the event of an emergency, disaster or widespread public safety concern which has

developed or threatens to develop in Christian County, Macon County, the Village of Moweaqua, as well as in Shelby County; and

BE IT FURTHER RESOLVED by the Shelby County Board that this resolution shall become effective upon the adoption thereof.

PRESENTED, PASSED, and APPROVED this 12th day of December, 2018.

AYES 20 NAYS



David Cruitt, Shelby County Board Chairman

ATTEST:



Jessica Fox, Shelby County Clerk



MUTUAL AID AGREEMENT FOR POLICE SERVICES

BETWEEN

THE COUNTY OF CHRISTIAN, ILLINOIS,

THE COUNTY OF MACON, ILLINOIS,

THE COUNTY OF SHELBY, ILLINOIS, and

THE CITY OF MOWEAQUA, ILLINOIS

Whereas, the County of Christian, Illinois, the County of Macon, Illinois, and the County of Shelby, Illinois, and the City of Moweaqua, Illinois, (collectively, Parties) are units of local government as defined by article VII, section 1 of the Illinois Constitution of 1970; and

Whereas, it is to the mutual advantage and benefit of the Parties that each agree to render supplemental police protection in the event of an emergency, disaster or widespread conflagration that has developed or threatens to develop the control of a single Party; and

Whereas, authority is granted to provide police assistance outside the normal territorial jurisdiction of the Parties by article VII, section 7 of the Illinois Constitution of 1970 as well as section 3 of the Intergovernmental Cooperation Act (5 ILCS 220/3) and as otherwise provided by law.

The undersigned Parties enter into this agreement, providing as follows:

1. In the event of or the threat of an emergency, disaster or widespread conflagration which cannot be met with the facilities of one of the Parties to this Agreement, the other Parties agree, upon proper request, to furnish police assistance to the Party requesting the assistance upon either an actual or standby basis. The extent of assistance to be furnished under this agreement shall be determined solely by the municipal Party furnishing the assistance, and it is understood that the assistance furnished may be recalled at the sole discretion of the furnishing Party.
2. Details as to methods of requesting the assistance, the persons authorized to send and receive the requests, and the nature of the assistance provided will be established from time to time by correspondence or agreement between the parties.
3. While providing mutual aid assistance, any Sheriff's deputy or police officer rendering the assistance shall have the same powers and authority conferred by law on the members of the Sheriff's Office or police department of the Party to which the assistance is rendered.
4. The commanding officer of a Party agency requested to render mutual aid assistance shall report to and receive instructions from the commanding officer of the Party agency to which assistance is being rendered; however, any other Sheriff's deputy or police officer rendering assistance to another Party under this agreement, shall be directly supervised, controlled and deployed by his or her commanding officer of the rendering Party agency. Any Sheriff's deputy or police officer who renders mutual aid assistance shall be responsible for his or her individual actions and conduct under his or her employing agency's regulations, guidelines

and procedures, and state and federal laws, regardless of the jurisdiction in which he or she is performing the law enforcement duties.

5. When providing mutual aid assistance, the Sheriff's deputy(ies) or police officer(s) that render the assistance shall not be considered for any purpose to be employees of the unit of local government to which the assistance is being rendered. All employment rights and wage compensation, for work performed in or for any Party to this agreement shall be the responsibility of the deputy's or police officer's regular employing agency.
6. Vehicles, firearms and all equipment furnished in or for mutual aid assistance shall be operated by personnel of the unit of local government furnishing the equipment. It is understood that under no circumstances will privately owned vehicles or equipment be utilized in mutual aid assistance, unless commandeered or authorized by the commanding officer of the unit of local government in which the emergency, disaster or widespread conflagration or threat shall exist.
7. Each Party hereto agrees to waive all claims against all other Parties hereto for any loss, damage, personal injury or death occurring in consequence of the performance of this Agreement; provided, however, that such claim is not a result of gross negligence or willful misconduct by a Party hereto or its personnel. Each Party requesting or providing aid pursuant to this Agreement hereby expressly agrees to hold harmless, indemnify and defend the Party rendering aid and its personnel from any and all claims, demands, liability, losses, suits in law or in equity which are made by a third party. This indemnity shall include attorney fees and costs that may arise from providing aid pursuant to this Agreement. Provided, however, that all employee benefits, wage and disability payments, pensions, worker's compensation claims, damage to or destruction of equipment and clothing, and medical expenses of the Party rendering aid shall be the sole and exclusive responsibility of the respective Party for its employees, provided, however, that such claims made by a third party are not the result of gross negligence or willful misconduct on the part of the Party rendering aid.
8. The provisions of this agreement shall not be construed to impose an obligation on any Party to this Agreement to respond to a request for mutual aid assistance. At any time assistance is requested, the Party so requested may, for any reason, deem it advisable not to respond and may so inform the requesting unit of local government.
9. This Agreement shall not be construed as or deemed to be an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action under this agreement for any cause whatsoever.
10. Any Party to this Agreement may withdraw at any time, upon thirty days' written notice to all of the other Parties. This Agreement however shall continue to exist among the remaining Parties.

11. Additional units of local government may become parties to this Agreement upon acceptance and execution of this Agreement, and upon approval by the governing bodies of the units of local government already a party to this Agreement.
12. This Agreement shall become effective for each Party when that Party by ordinance or resolution of its governing body adopts and approves this Agreement, and authorizes the proper official to execute the ordinance or resolution, at which time certified copies of the ordinance or resolution approving the agreement shall be forwarded to the clerks of the other Parties.


In witness whereof, this Mutual Aid Agreement for Police Services has been duly executed by the following Parties:

FOR THE COUNTY OF CHRISTIAN, ILLINOIS

Date: 11/20/2018




[INSERT NAME HERE], Chair
Christian County Board



[INSERT NAME HERE], Sheriff
Christian County, Illinois


ATTEST:



[INSERT NAME HERE]
Christian County Clerk

FOR THE COUNTY OF MACON, ILLINOIS

Date: November 8, 2018

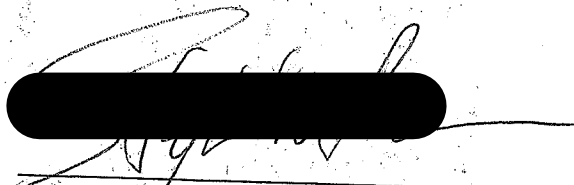


Jay A. Dunn, Chair
Chair, Macon County Board



Howard G. Buffett, Sheriff
Macon County, Illinois


ATTEST:




Stephen M. Bean
Macon County Clerk

Date: 1-16-19

FOR THE COUNTY OF SHELBY, ILLINOIS



[INSERT NAME HERE], Chair
Shelby County Board



[INSERT NAME HERE], Sheriff
Shelby County, Illinois

ATTEST:



[INSERT NAME HERE]
Shelby County Clerk

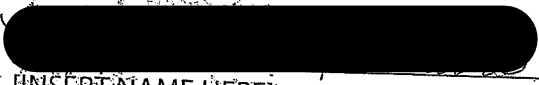
Date: 1-14-19

FOR THE CITY OF MOWEAQUA, ILLINOIS



[INSERT NAME HERE], Mayor

ATTEST:



[INSERT NAME HERE]
Moweaqua City Clerk

RESOLUTION NO. 2018- 58

WHEREAS, Erica Firnhaber was elected Shelby County Treasurer at the November 6, 2018 General Election; and

WHEREAS, the Shelby County Treasurer is the authorized agent to conduct Shelby County's business with the Illinois Municipal Retirement Fund (IMRF).

THEREFORE, BE IT RESOLVED THAT: Erica Firnhaber is hereby appointed to act as the Authorized Agent for the Shelby County's IMRF matters.

Duly adopted and approved this 12th day of December, 2018.

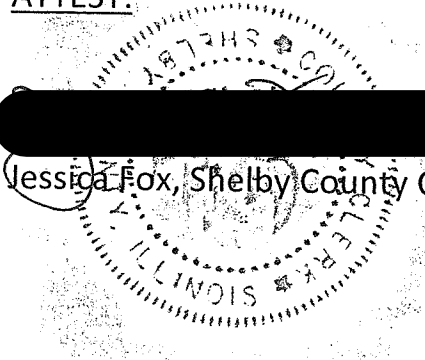


David Cruitt, Shelby County Board Chairman

ATTEST:



Jessica Fox, Shelby County Clerk





NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME Shelby County		EMPLOYER IMRF I.D. NUMBER 03064	
AUTHORIZED AGENT'S SALUTATION <input type="checkbox"/> Dr. <input type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms.	LAST NAME Firnhaber	FIRST NAME Erica	MIDDLE INITIAL JR., SR., II, ETC.
TYPE OF GOVERNING BODY County			
DATE APPOINTMENT MADE (MM/DD/YYYY) 12/12/2018	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY) 12/3/2018	POSITION TITLE County Treasurer	
Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 removed the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):			
To file Petition for Nominations of an Executive Trustee of IMRF		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
To cast a Ballot for Election of an Executive Trustee of IMRF		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE 		DATE (MM/DD/YYYY) 12/13/2018	
CERTIFICATION			
I, Jessica Foy , do hereby certify that I am Clerk		CLERK OR SECRETARY	
of the Shelby County		NAME OF EMPLOYER	
and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated:			
SEAL 		SIGNATURE OF CLERK OR SECRETARY 	
BUSINESS ADDRESS			
All correspondence and communications with the Authorized Agent are to be addressed as follows:			
NAME (IF DIFFERENT FROM ABOVE) <input checked="" type="checkbox"/> Ms. <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. Erica Firnhaber			
BUSINESS ADDRESS 301 E. Main St. PO Box 326			
CITY STATE AND ZIP + 4 Shelbyville, IL 62565			
DAYTIME TELEPHONE NO. (with Area Code) 217-774-3841		ALTERNATE TELEPHONE NUMBER (with Area Code)	
FAX NO. (with Area Code) 217-774-5291		EMAIL ADDRESS sheotre@shelbycounty-il.com	

IMRF

2211 York Road Suite 500 Oak Brook, IL 60523-2337

Employer Only Phone: 1-800-728-7971 Member Services Representatives 1-800-ASK-IMRF (1-800-275-4673) Fax (630) 706-4289

RESOLUTION
2018-59



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:

SHELBYVILLE TOWNSHIP

PERMANENT PARCEL NUMBER: 2013-18-07-204-005

As described in certificate(s) : 201400131 sold December 2015

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, City of Shelbyville, has bid \$796.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$300.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$46.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$796.00.

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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$300.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice}~~roll call~~ vote this 12th day of December, 2018

ATTEST:

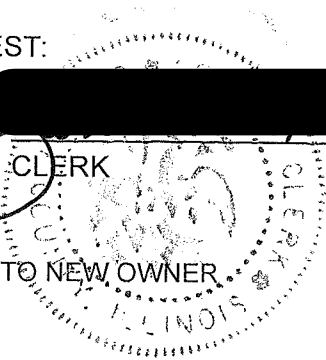
[Redacted signature]

CLERK

[Redacted signature]

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER





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:

OCONEE TOWNSHIP

PERMANENT PARCEL NUMBER: 1116-29-07-201-007

As described in certificates(s) : 201400070 sold December 2015

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, Travis Beard, 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 \$1,458.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,458.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice} roll-call vote this 12th day of December, 2018

ATTEST

[Redacted signature]

CLERK

[Redacted signature]

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER



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:

TOWER HILL TOWNSHIP

PERMANENT PARCEL NUMBER: 2311-22-16-401-002

As described in certificate(s) : 201300168 sold December 2014

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, Joe Voyles, Brenda Voyles, has bid \$1,776.00 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 \$1,270.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,776.00.

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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,270.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice} roll-call vote this 12th day of December, 2018

ATTEST: [Redacted Signature] CLERK
SALE TO NEW OWNER

[Redacted Signature] COUNTY BOARD CHAIRMAN

RESOLUTION
2018-62



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:

LAKESWOOD TOWNSHIP

PERMANENT PARCEL NUMBER: 0918-08-17-301-001

As described in certificate(s) : 201300057 sold December 2014

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

WHEREAS, Piggy Bank Investment Properties, LLC, has bid \$1,023.00 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 \$517.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,023.00.

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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$517.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice} ~~roll-call~~ vote this 12th day of December, 2018

ATTEST:

CLERK

COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RESOLUTION
2018-63



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

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

OKAW TOWNSHIP

PERMANENT PARCEL NUMBER: 1208-03-05-114-008

As described in certificates(s) : 201400075 sold December 2015

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.

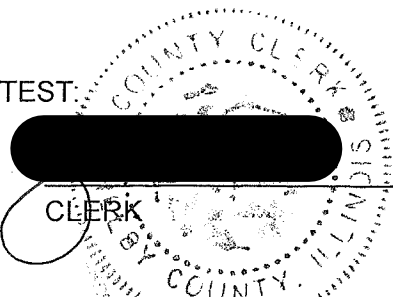
WHEREAS, Nick Schwarze, has bid \$901.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$395.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$901.00.

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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$395.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice} roll-call vote this 12th day of December, 2018

ATTEST:




COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RESOLUTION

2018-64



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

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

OKAW TOWNSHIP

PERMANENT PARCEL NUMBER: 1208-27-00-100-008

As described in certificates(s) : 201200099 sold December 2013

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.

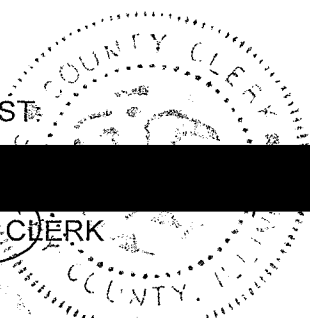
WHEREAS, Duane Hitchens, Connie Hitchens, has bid \$2,000.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$1,458.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,458.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice} roll-call vote this 12th day of December, 2018

ATTEST



Clerk



COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

11-18-006



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:

PRAIRIE TOWNSHIP

PERMANENT PARCEL NUMBER: 1520-34-14-312-007

As described in certificate(s) : 201400083 sold December 2015

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

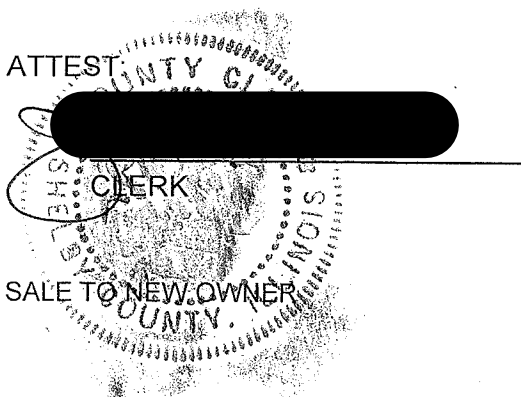
WHEREAS, Piggy Bank Investment Properties, LLC, has bid \$823.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$317.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$823.00.

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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$317.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice} ~~roll-call~~ vote this 12th day of December, 2018

ATTEST




COUNTY BOARD CHAIRMAN

2018-66



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:

TOWER HILL TOWNSHIP

PERMANENT PARCEL NUMBER: 2311-22-07-206-007

As described in certificate(s) : 201400154 sold December 2015

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

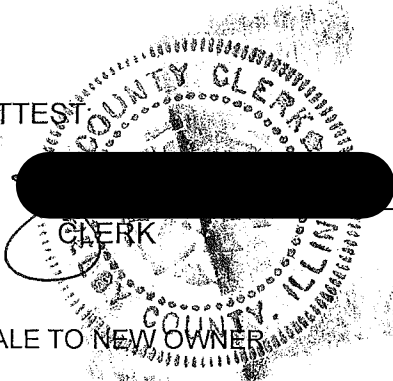
WHEREAS, Piggy Bank Investment Properties, LLC, has bid \$1,523.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$1,017.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$1,523.00.

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

BE IT RESOLVED BY THE COUNTY BOARD OF SHELBY COUNTY, ILLINOIS, that the Chairman of the Board of Shelby County, Illinois, be hereby authorized to execute a deed of conveyance of the County's interest or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$1,017.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by ^{voice} ~~roll call~~ vote this 12th day of December, 2018

ATTEST




COUNTY BOARD CHAIRMAN

SALE TO NEW OWNER

RESOLUTION
2018-67



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:

TOWER HILL TOWNSHIP

PERMANENT PARCEL NUMBER: 2311-22-07-209-011, 012, 013

As described in certificate(s) : 201200202, 201200201, 201200200 sold December 2013

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.

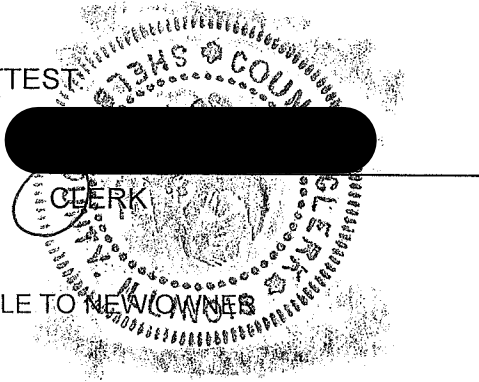
WHEREAS, James Dial, has bid \$891.00 for the County's interest, such bid having been presented to the County Board at the same time it having been determined by the County Board and the Agent for the County, that the County shall receive from such bid \$385.00 as a return for its certificate(s) of purchase. The County Clerk shall receive \$0.00 for cancellation of Certificate(s) and to reimburse the revolving account the charges advanced from this account, the auctioneer shall receive \$0.00 for his services and the Recorder of Deeds shall receive \$56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$891.00.


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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$385.00 to be paid to the Treasurer of Shelby County Illinois, to be disbursed according to law. This resolution to be effective for sixty (60) days from this date and any transaction between the above parties not occurring within this period shall be null and void.

ADOPTED by roll call vote this 12th day of December, 2018

ATTEST




COUNTY BOARD CHAIRMAN



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:

TOWER HILL TOWNSHIP

PERMANENT PARCEL NUMBER: 2311-22-15-401-003

As described in certificate(s) : 201400162 sold December 2015

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, Walter I. Black, Loni D. Black, has bid \$3,002.99 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 \$2,210.24 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 \$56.00 for recording. The remainder is the amount due the Agent under his contract for services. The total paid by purchaser is \$3,002.99.

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 or authorize the cancellation of the appropriate Certificate(s) of Purchase, as the case may be, on the above described real estate for the sum of \$2,210.24 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 by ^{voice} ~~roll call~~ vote this 12th day of December, 2018

ATTEST

[Redacted signature line]

[Redacted signature line]

COUNTY BOARD CHAIRMAN

COUNTY CLERK


SALE TO NEW OWNER

*** * * 2019 HOLIDAY CALENDAR * * ***

SHELBY COUNTY OFFICES

		<u>Observed</u>
January 1	New Years Day	Tuesday, January 1
January 21	Martin Luther King, Jr. Day	Monday, January 21
February 12	Lincoln's Birthday	Tuesday, February 12
February 18	Presidents Day	Monday, February 18
April 19	Good Friday	Friday, April 19
May 27	Memorial Day	Monday, May 27
July 4	Independence Day	Thursday, July 4
September 2	Labor Day	Monday, September 2
October 14	Columbus Day	Monday, October 14
November 11	Veterans Day	Monday, November 11
November 28	Thanksgiving Day	Thursday, November 28
November 29	Day following Thanksgiving	Friday, November 29
December 24	Christmas Eve	Tuesday December 24
December 25	Christmas Day	Wednesday December 25

Approved by the Shelby County Board at their regular meeting, December 12, 2018.



Jessica Fox, Shelby County Clerk

*** * * 2019 HOLIDAY CALENDAR * * ***

SHELBY COUNTY OFFICES

		<u>Observed</u>
January 1	New Years Day	Tuesday, January 1
January 21	Martin Luther King, Jr. Day	Monday, January 21
February 12	Lincoln's Birthday	Tuesday, February 12
February 18	Presidents Day	Monday, February 18
April 19	Good Friday	Friday, April 19
May 27	Memorial Day	Monday, May 27
July 4	Independence Day	Thursday, July 4
September 2	Labor Day	Monday, September 2
October 14	Columbus Day	Monday, October 14
November 11	Veterans Day	Monday, November 11
November 28	Thanksgiving Day	Thursday, November 28
November 29	Day following Thanksgiving	Friday, November 29
December 24	Christmas Eve	Tuesday December 24
December 25	Christmas Day	Wednesday December 25

Approved by the Shelby County Board at their regular meeting, December 12, 2018.



Jessica Fox, Shelby County Clerk

SHELBY COUNTY
NOTICE OF 2019 MEETING DATES
COUNTY BOARD COMMITTEES

COUNTY BOARD – Stated meetings of the County Board of Shelby County will be held in Courtroom B, Shelby County Courthouse in Shelbyville, Illinois commencing at 9:00 A.M. on the following dates:

January 9	February 13	March 13	April 10
May 8	June 12	July 10	August 14
September 11	October 9	November 13	December 11

PURCHASING COMMITTEE - Regularly Scheduled committee meetings will be held in Jury Room B, Shelby County Courthouse in Shelbyville, Illinois commencing at 9:00 A.M. on the following dates:

January 8	February 11	March 12	April 9
May 7	June 11	July 9	August 13
September 10	October 8	November 12	December 10

FEES AND SALARIES - Regularly Scheduled committee meetings will be held at the Courthouse in Shelbyville, Illinois commencing at 9:00 A. M. on the following dates:

January 8	February 11	March 12	April 9
May 7	June 11	July 9	August 13
September 10	October 8	November 12	December 10

HEALTH – Regularly Scheduled committee meetings will be held at the Courthouse in Shelbyville, Illinois commencing at 10:00 A. M. on the following dates:

January 8	February 11	March 12	April 9
May 7	June 11	July 9	August 13
September 10	October 8	November 12	December 10

AIRPORT – Regularly Scheduled meetings will be held at the Airport commencing at 7:00 P. M. on the following dates:

January <u>no meeting</u>	February 4	March 4	April 1
May 6	June 3	July 1	August 5
September 9	October 7	November 4	December 2

LAW ENFORCEMENT – Regularly Scheduled meetings will be held at the Detention Center, 151 North Morgan Street, Shelbyville, Illinois commencing at 9:00 A. M. on the following dates:

January 3	February 7	March 7	April 4
May 2	June 6	July 3	August 1
September 5	October 3	November 7	December 5

ROAD AND BRIDGE – Regularly Scheduled meetings will be held at the County Highway Office Building, 1590 State Hwy 16, Shelbyville, Illinois commencing at 9:00 A. M. on the following dates:

January 4,7	February 8,11	March 8,11	April 5,8
May 3,6	June 7,10	July 5,8	August 9,12
September 6,9	October 4,7	November 7,8	December 6,9

ANIMAL CONTROL – Regularly Scheduled meetings will be held in the Animal Control Office, 615 Heinlein Dr, Shelbyville, Illinois commencing at 9:00 A.M. on the following dates:

January 30	February 27	March 27	April 24
May 29	June 26	July 31	August 28
September 25	October 30	November 27	December 18

LABOR MANAGEMENT – Regularly scheduled quarterly meetings will be held at the Courthouse in Shelbyville, Illinois commencing at 2:00 P.M. on the following dates:

January 9	April 3	July 10	October 2
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Jessica Fox
County Clerk and Recorder

DENOTES CHANGE DUE TO HOLIDAY

CORRECTION OF DATES 12/12/2018

The Cincinnati Insurance Company

6200 S GILMORE RD
FAIRFIELD OH 45014-5141

Public Official Bond No. 6773440

FILED
NOV 29 2018

Jessica Fox
SHELBY COUNTY CLERK

KNOW ALL MEN BY THESE PRESENTS:

That Erica Firnhaber
of SHELBYVILLE State of IL (hereinafter called the Principal) and
The Cincinnati Insurance Company (hereinafter called the Surety), a corporation organized under the laws of the State of
Ohio with its principal office in the City of FAIRFIELD and the State of OH are held

and firmly bound unto County of Shelby
(hereinafter called the Obligee) in the sum of _____
Fifty Thousand and No/100 Dollars; (\$50,000.00) for the payment whereof
to the Obligee the Principal binds himself/herself, his/her heirs, executors, administrators, and assigns, and the Surety
binds itself, its successors, and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 19th day of November, A.D. 2018.

Whereas the above named Principal has been duly appointed or elected to the office of County Collector.

Now, therefore, the condition of the foregoing obligation is such that if the Principal shall, during the period beginning on the
1st day of December, A.D. 2018, and ending on the 1st day of
December, A.D. 2022, faithfully perform such duties as may be imposed on him/her by law and
shall honestly account for all money that may come into his/her hands in his/her official capacity during such period, then
his/her obligation shall be void; otherwise, it shall remain in full force.

This Bond is executed by the Surety upon the following express conditions, which shall be conditions precedent
to the right of recovery hereunder:

First: That the Surety may, if it shall so elect, cancel this Bond by giving thirty (30) days notice in writing to _____
County of Shelby and this
Bond shall be deemed canceled at the expiration of said thirty (30) days; the Surety remaining liable, however, subject to
all terms, conditions, and provisions of this Bond, for any act or acts covered by this Bond which may have been committed
by the Principal up to the date of such cancellation; and the Surety shall, upon surrender of this Bond and its release
from all liability hereunder, refund the premium paid, less a pro rata part therefor for the time this Bond shall have been in
force.

Second: That the Surety shall not be liable hereunder for the loss of any public moneys or funds occurring
through or resulting from failure of, or default in payment by, any banks or depositories in which any public moneys or
funds have been deposited, or may be deposited by or placed to the credit, or under control of the Principal, whether or
not such banks or depositories were or may be selected or designated by the Principal or by other persons; or by reason
of the allowance to, or acceptance by the Principal of any interest on said public moneys or funds, any law decision, ordi-
nance, or statute to the contrary notwithstanding.

Third: That the Surety shall not be liable for any loss or losses, resulting from the failure of the Principal to collect
any taxes, licenses, levies, assessments, etc., with the collection of which he/she may be chargeable by reason of his/her
election or appointment as aforesaid.

Witness:

(as to the Principal)

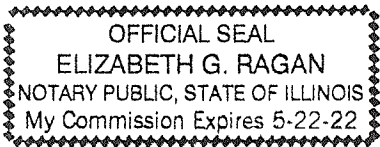
Erica Firnhaber

Principal

The Cincinnati Insurance Company
By _____
Attorney-in-Fact. Darren Reynolds

STATE OF Illinois **SS**
COUNTY OF Shelby

Erica Firnhaber being
duly sworn, says that he/she will support the constitution of the United States and of the State of Illinois
and that he/she will faithfully, honestly, and impartially perform and discharge the duties of the office position to which
he/she has been appointed while he/she shall hold said office.



Sworn to by said Erica Firnhaber
Before me, and by him/her subscribed in my presence this 29th
day of November, A.D. 2018
[Redacted Signature] Notary Public

THE CINCINNATI INSURANCE COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

6773440

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY, a corporation organized under the laws of the State of Ohio, and having its principal office in the City of Fairfield, Ohio, does hereby constitute and appoint

Darren Reynolds

of Shelbyville, IL its true and lawful Attorney(s)-in-Fact to sign, execute, seal and deliver on its behalf as Surety, and as its act and deed, any and all bonds, policies, undertakings, or other like instruments, as follows:

Any such obligations in the United States, Five Million and No/100 Dollars (\$5,000,000.00).

This appointment is made under and by authority of the following resolution passed by the Board of Directors of said Company at a meeting held in the principal office of the Company, a quorum being present and voting, on the 6th day of December, 1958, which resolution is still in effect:

RESOLVED, that the President or any Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 7th day of December, 1973.

RESOLVED, that the signature of the President or a Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Secretary and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS WHEREOF, THE CINCINNATI INSURANCE COMPANY has caused these presents to be sealed with its corporate seal, duly attested by its Vice President this 1st day of April, 2007.



STATE OF OHIO) ss:
COUNTY OF BUTLER)

THE CINCINNATI INSURANCE COMPANY

[Redacted signature]

Vice President

On this 1st day of April, 2007, before me came the above-named Vice President of THE CINCINNATI INSURANCE COMPANY, to me personally known to be the officer described herein, and acknowledged that the seal affixed to the preceding instrument is the corporate seal of said Company and the corporate seal and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporation.



[Redacted signature]

MARK J. HULLER, Attorney at Law
NOTARY PUBLIC - STATE OF OHIO
My commission has no expiration date. Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Secretary of THE CINCINNATI INSURANCE COMPANY, hereby certify that the above is a true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in full force and effect.

GIVEN under my hand and seal of said Company at Fairfield, Ohio.
this 19th day of November 2018



[Redacted signature]

Secretary

TO: THE SHELBY COUNTY BOARD

WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING EXAMINED THE ATTACHED

RESOLUTION _____

PETITION X

AGREEMENT _____

DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE

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

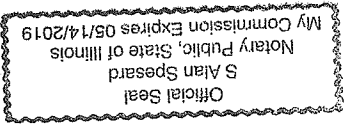
Windsor

Shelby
COUNTY, ILLINOIS

Filed this _____ day of _____

County Clerk.

238 Byers Printing Company, Springfield, Illinois.



Subscribed and sworn to before me, this _____ day of _____ 2018
Highway Commissioner.

Dollars mentioned in the estimate to which this affidavit is attached is necessary, and that the same will not be more expensive than is needed for the purpose required.
Windsor
Highway Commissioner of said Road District of

STATE OF ILLINOIS,
County of Shelby }
Road District of Windsor } ss. Gage Campbell

1990 N

windsor 1550n 2650e.jpg (1600x1200x24b jpeg)



3' - x 5' x 26 feet Long
use 60" EMS x 36 feet



W 150V
50/50
1550N

TO: THE SHELBY COUNTY BOARD

WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING
EXAMINED THE ATTACHED

RESOLUTION	_____
PETITION	<u> X </u>
AGREEMENT	_____

DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE

STATE OF ILLINOIS,
County of Shelby
Road District of Windsor } ss.

To the County Board of Shelby County, Illinois:

The undersigned, Highway Commissioner of the Road District of Shelbyville in said County, would respectfully represent that a box culvert needs to be replaced over the unnamed tributary where the same is crossed by the highway TR 141 at a point near NW 1/4 SE 1/4 Section 33; R5E; T12N; 3rd PM

in said Road District, for which said work the Road District of Windsor is responsible; and the cost of which work will be four thousand Dollars, which sum will be more than .02 per cent 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 the "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 of the amount required.

Dated at Shelbyville, this 5th day of December 2018.

[Redacted Signature]

Highway Commissioner.

STATE OF ILLINOIS,
County of Shelby
Road District of Windsor } ss.

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

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

Table with 2 columns: Description, Amount. Row 1: Pipe Culvert - 2500. Row 2: Labor, Equip, Mat'l -1500. Row 3: \$4000.

and I do estimate that the probable cost of the same will be four thousand Dollars.

Witness my hand, this 5th day of December 2018

[Redacted Signature]

Highway Commissioner.

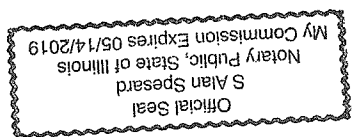
PETITION FOR COUNTY AID TO BUILD
OR REPAIR BRIDGE, CULVERT OR
DRAINAGE STRUCTURE
ROAD DISTRICT OF

COUNTY, ILLINOIS

Filed this _____ day of _____

County Clerk.

258 Byers Printing Company, Springfield, Illinois.



Subscribed and sworn to before me, this _____ day of _____, 2018.
Highway Commissioner: _____

_____ Windsor
Highway Commissioner of said Road District of _____
being duly sworn, on oath says that

four thousand _____ Dollars mentioned in the estimate to which this affidavit is attached is necessary, and that the same will not be more expensive than is needed for the purpose required.
STATE OF ILLINOIS,
County of Shelby } ss.
Road District of Windsor }

1550N

windsor 1990n 2650e.jpg (1600x1200x24b jpeg)



60" x 50 feet

Ash Grove / Spring
Bridge 087-3038

TO: THE SHELBY COUNTY BOARD

WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING
EXAMINED THE ATTACHED

RESOLUTION _____

PETITION X

AGREEMENT _____

DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE

STATE OF ILLINOIS,

County of Shelby } ss.

Road District of Ash Grove/Big Spring

To the County Board of Shelby County, Illinois:

The undersigned, Highway Commissioner of the Road District of Ash Grove/Big Spring in said County, would respectfully represent that Bridge 087-3038 needs to be replaced over the unnamed tributary where the same is crossed by the highway TR 217 at a point near NE 1/4 NW 1/4 Section 3; R6E; T11N 3rd PM

in said Road District, for which said work the Road District of Ash Grove/Big Spring is responsible; and the cost of which work will be three hundred twenty thousand Dollars, which sum will be more than .02 per cent 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 the "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 of the amount required.

Dated at Shelbyville, this 7th day of December 2018

[Signature] Big Spring Highway Commissioner [Signature] Ash Grove Highway Commissioner.

STATE OF ILLINOIS,

County of Shelby } ss.

Road District of Ash Grove/Big Spring

I, the undersigned Highway Commissioner of the Road District of Ash Grove/Big Spring County, aforesaid, hereby state that I have made a careful estimate of the probable cost of the

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

Bridge Replacement -	240,000
Engineering -	80,000
	\$320,000

and I do estimate that the probable cost of the same will be three hundred twenty thousand Dollars.

Witness my hand, this 7th day of December 2018.

[Signature] Big Spring Highway Commissioner [Signature] Ash Grove Highway Commissioner.

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

Ash Grove/Big Spring

Shelby

COUNTY, ILLINOIS

Filed this _____ day of _____

County Clerk

263 Byers Printing Company, Springfield, Illinois

Official Seal
S Alan Spesard
Notary Public, State of Illinois
My Commission Expires 05/14/2019

STATE OF ILLINOIS,
County of Shelby } ss.
Road District of Ash Grove/Big Spring
Briand Anderson/Steve Lemar
Highway Commissioner of said Road District of
Ash Grove/Big Spring _____ being duly sworn, on oath says that
three hundred twenty thousand Dollars mentioned in the estimate to which this
affidavit is attached is necessary, and that the same will not be more expensive than is needed for the purpose
required
Big Spring Highway Commissioner _____
Subscribed and sworn to before me, this _____ day of December _____ 2018

Shelby Co.
Bridge Petition
087-3337
~~ON HOLD~~





TO: THE SHELBY COUNTY BOARD

WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING
EXAMINED THE ATTACHED

RESOLUTION 1
PETITION X
AGREEMENT

DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE

STATE OF ILLINOIS, }
County of Shelby } ss.
Road District of Shelbyville }

To the County Board of Shelby County, Illinois:

The undersigned, Highway Commissioner of the Road District of Shelbyville in said County, would respectfully represent that Bridge 087-3337 needs to be replaced over the Jordan Creek where the same is crossed by the highway TR 235 at a point near NW 1/4 NE 1/4 Section 33; R4E; T11N; 3rd PM

in said Road District, for which said work the Road District of Shelbyville is responsible; and the cost of which work will be two hundred eighty thousand Dollars, which sum will be more than .02 per cent 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 the "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 of the amount required.

Dated at Shelbyville, this 5th day of December 2018.

[Redacted Signature]

Highway Commissioner.

STATE OF ILLINOIS, }
County of Shelby } ss.
Road District of Shelbyville }

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

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

Engineering Design - 42,000 (By Township)
Bridge Construction - 240,000
Construction Engineering - 40,000
\$280,000

and I do estimate that the probable cost of the same will be two hundred eighty thousand Dollars.

Witness my hand, this 5th day of December 2018.

[Redacted Signature]

Highway Commissioner.

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

Shelbyville

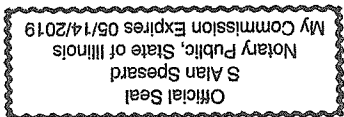
Shelby

COUNTY, ILLINOIS

Filed this _____ day of _____

County Clerk

268 Myers Printing Company, Springfield, Illinois



Subscribed and sworn to before me, this _____ day of _____ 2018

Highway Commissioner

Robln Robertson
Highway Commissioner of said Road District of
Shelbyville
being duly sworn, on oath says that
two hundred eighty thousand
Dollars mentioned in the estimate to which this
affidavit is attached is necessary, and that the same will not be more expensive than is needed for the purpose
required.

STATE OF ILLINOIS,
County of Shelby
Road District of Shelbyville
ss.

PE Agreement
Westervelt
Bridge


TO: THE SHELBY COUNTY BOARD

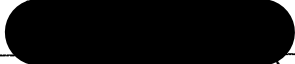
WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING
EXAMINED THE ATTACHED

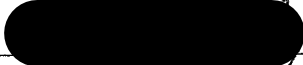
RESOLUTION _____
PETITION _____
AGREEMENT X


DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.


RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE









Local Agency	 Illinois Department of Transportation Preliminary Engineering Services Agreement For Federal Participation	Consultant
County Shelby		C H A M P T O N L E N Z I N I A N D R E N W I C K I N C.
Section 18-00287-00-BR		A D D R E S S 3085 Stevenson Drive, Suite 201
Project No. P-97-007-19		C I T Y Springfield
Job No. 16MU(395)		S T A T E Illinois
Contact Name/Phone/E-mail Address Alan Spesard, P.E. 217-774-2721 ShelbyCoHwy@consolidated.net		Z I P C O D E 62703
		C O N T A C T N A M E/ P H O N E/ E - M A I L A D D R E S S Steven Megginson, Vice President 217-546-3400 swmegginson@hlrenq.com

THIS AGREEMENT is made and entered into this _____ day of _____, 2018 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT. Federal-aid funds allotted to the LA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

Project Description

Name Westervelt Bridge Route CH 41 Length 0.2 Structure No. 087-3016 Ex
Termini 1 mile south of Westervelt

Description Preliminary and Final designs and contract plans for replacement of this structure

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance, in accordance with STATE approved design standards and policies, of engineering services for the LA for the proposed improvement herein described.
2. To attend any and all meetings and visit the site of the proposed improvement at any reasonable time when requested by representatives of the LA or STATE.
3. To complete the services herein described within 540 calendar days from the date of the Notice to Proceed from the LA, excluding from consideration periods of delay caused by circumstances beyond the control of the ENGINEER.
4. The classifications of the employees used in the work should be consistent with the employee classifications and estimated man-hours shown in EXHIBIT A. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are indicated in Exhibit A 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.
5. That the ENGINEER is qualified technically and is entirely 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 herein.
6. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from the ENGINEER's errors, omissions or negligent acts without additional compensation. Acceptance of work by the STATE will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or for clarification of any ambiguities.
7. That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by the ENGINEER and will affix the ENGINEER's professional seal when such seal is required by law. Plans for structures to be built as a part of the improvement will be prepared under the supervision of a registered structural engineer and will affix structural engineer seal when such seal is required by law. 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 STATE.
8. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.

The undersigned certifies neither the ENGINEER nor I have:

- a. 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 me or the above ENGINEER) to solicit or secure this AGREEMENT,
 - b. 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. paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - d. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - e. have 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 indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
 - g. have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
10. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
11. To submit all invoices to the LA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
12. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the project (Exhibit B).
13. Scope of Services to be provided by the ENGINEER:
- Make such detailed surveys as are necessary for the planning and design of the PROJECT.
 - Make stream and flood plain hydraulic surveys and gather both existing bridge upstream and downstream high water data and flood flow histories.
 - Prepare applications for U.S. Army Corps of Engineers Permit, Illinois Department of Natural Resources Office of Water Resources Permit and Illinois Environmental Protection Agency Section 404 Water Quality Certification.
 - ~~Design and/or~~ approve cofferdams and superstructure shop drawings.
 - Prepare Bridge Condition Report and Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types and high water effects on roadway overflows and bridge approaches).
 - Prepare the necessary environmental and planning documents including the Project Development Report, ~~Environmental Class of Action Determination or Environmental Assessment, State Clearinghouse, Substate Clearinghouse~~ and all necessary environmental clearances.
 - Make such soil surveys or subsurface investigations including borings and soil profiles as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations to be made in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE.
 - Analyze and evaluate the soil surveys and structure borings to determine the roadway structural design and bridge foundation.
 - Prepare preliminary roadway and drainage structure plans and meet with representatives of the LA and STATE at the site of the improvement for review of plans prior to the establishment of final vertical and horizontal alignment, location and size of drainage structures, and compliance with applicable design requirements and policies.
 - Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
 - Complete the general and detailed plans, special provisions and estimate of cost. Contract plans shall be prepared in accordance with the guidelines contained in the Bureau of Local Roads and Streets manual. The special provisions and detailed estimate of cost shall be furnished in quadruplicate.
 - Furnish the LA with survey and drafts in quadruplicate all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

THE LA AGREES,

1. To furnish the ENGINEER all presently available survey data and information
2. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee CPFF = 14.5%[DL + R(DL) + OH(DL) + IHDC], or
 CPFF = 14.5%[DL + R(DL) + 1.4(DL) + IHDC], or
 CPFF = 14.5%[(2.3 + R)DL + IHDC]

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor

Specific Rate (Pay per element)

Lump Sum _____

3. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5 -409:

With Retainage

- a) **For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

Without Retainage

- a) **For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, 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 LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any 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 DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by 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 (31U.S.C. 3801 et seq.).

III. IT IS MUTALLY AGREED,

1. That no work shall be commenced by the ENGINEER prior to issuance by the LA of a written Notice to Proceed.
2. That tracings, 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 LA and that basic survey notes, sketches, charts and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request, to the LA or to the STATE, without restriction or limitation as to their use.

ports, plans, estimates and special provisions furnished by the ENGINEER shall be in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE, it being understood that all such furnished documents shall be approved by the LA and the STATE 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.

4. 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 LA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this agreement.
5. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amounts, 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 STATE; 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 STATE for the recovery of any funds paid by the STATE under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
6. The payment by the LA in accordance with numbered paragraph 3 of Section II will be considered payment in full for all services rendered in accordance with this AGREEMENT whether or not they be actually enumerated in this AGREEMENT.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LA, the STATE, and their officers, agents and employees from all suits, claims, actions or damages of any nature whatsoever resulting therefrom. The said indemnities shall not be limited by the listing of any insurance policy.
8. This AGREEMENT may be terminated by the LA 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 LA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LA. The LA will be responsible for reimbursement of all eligible expenses to date of the written notice of termination.
9. This certification is required by the Drug Free Workplace Act (30ILCS 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 State 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 or grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other 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 a contract or grant of \$5,000 or more from the State, as defined in 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 the 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 five (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 of maintaining 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 by,
- 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.
- g. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

PAYROLL RATES

FIRM NAME Hampton, Lenzini & Reni **DATE** 11/15/18
PRIME/SUPPLEMENT Section
PTB NO. 1

ESCALATION FACTOR 4.71%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
PRINCIPAL	\$ 69.00	\$72.25
ENGINEER 6	\$ 53.00	\$55.49
ENGINEER 5	\$ 50.17	\$52.53
ENGINEER 4	\$ 45.32	\$47.45
ENGINEER 3	\$ 40.38	\$42.28
ENGINEER 2	\$ 35.20	\$36.86
ENGINEER 1	\$ 27.50	\$28.79
STRUCTURAL 2	\$ 59.67	\$62.48
STRUCTURAL 1	\$ 43.00	\$45.02
TECHNICIAN 3	\$ 36.25	\$37.96
TECHNICIAN 2	\$ 30.12	\$31.54
TECHNICIAN 1	\$ 23.58	\$24.69
INTERN/TEMP	\$ 18.00	\$18.85
LAND ACQUISITION	\$ 39.67	\$41.54
SURVEY 2	\$ 40.33	\$42.23
SURVEY 1	\$ 30.88	\$32.33
ENVIRONMENTAL 2	\$ 42.00	\$43.98
ENVIRONMENTAL 1	\$ 22.15	\$23.19
ADMINISTRATION 2	\$ 39.73	\$41.60
ADMINISTRATION 1	\$ 19.88	\$20.82
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00

COST PLUS FIXED FEE COST ESTIMATE OF CONSULTANT SERVICES

REV 09/25/2017

FIRM

Hampton, Lenzini & Renwick

DATE

11/15/18

PTB

1

OVERHEAD RATE 159.00%

Section

COMPLEXITY FACTOR 0

PRIME/SUPPLEMENT

DBE DROP BOX	ITEM	MANHOURS (A)	PAYROLL (B)	OVERHEAD & FRINGE BENEFIT (C)	DIRECT COSTS (D)	FIXED FEE (E)	SERVICES BY OTHERS (G)	DBE TOTAL (H)	TOTAL (B-G)	% OF GRAND TOTAL
	Admin/ Mgmt	28	1,546	2,458		572			4,575	6.83%
	Field Survey	116	4,047	6,434	432	1,497			12,410	18.54%
	BCR & PBDHR	110	3,857	6,132		1,427			11,416	17.05%
	Permits & PDR	58	1,809	2,971		691			5,531	8.26%
	Roadway Plans	104	3,492	5,553		1,292			10,338	15.44%
	Structure Plans	143	5,656	8,993		2,093			16,741	25.00%
	Final Plan Submittal	48	2,008	3,192		743			5,943	8.88%
Subconsultant DL										
TOTALS		607	22,473	35,733	432	8,315	0	0	66,953	100.00%
			58,206							

DBE 0.00%

AVERAGE HOURLY PROJECT RATES

FIRM Hampton, Lenzini & Renwick
P/TB 1
PRIME/SUPPLEMENT Section

DATE 11/15/18

SHEET 1 OF 5

PAYROLL CLASSIFICATION	TOTAL PROJECT RATES			Admin/ Mgmt			Field Survey			BCR & PBDHR			Permits & PDR			Roadway Plans			
	AVG HOURLY RATES	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	
PRINCIPAL	72.25	0.0																	
ENGINEER 6	55.49	0.0																	
ENGINEER 5	52.53	0.0																	
ENGINEER 4	47.45	56.0	9.23%	4.38	8	28.57%	13.56	4	3.45%	1.64	12	10.91%	5.18	8	13.79%	6.55	16	15.38%	
ENGINEER 3	42.28	0.0																	
ENGINEER 2	36.86	0.0																	
ENGINEER 1	28.79	108.0	17.79%	5.12															
STRUCTURAL 2	62.48	44.0	7.25%	4.53	16	57.14%	35.70												
STRUCTURAL 1	45.02	84.0	13.84%	6.23															
TECHNICIAN 3	37.96	0.0																	
TECHNICIAN 2	31.54	181.0	29.82%	9.40															
TECHNICIAN 1	24.69	20.0	3.29%	0.81															
INTERN/TEMP	18.85	0.0																	
LAND ACQUISITION	41.54	0.0																	
SURVEY 2	42.23	32.0	5.27%	2.23															
SURVEY 1	32.33	32.0	5.27%	1.70															
ENVIRONMENTAL 2	43.98	20.0	3.29%	1.45															
ENVIRONMENTAL 1	23.19	0.0																	
ADMINISTRATION 2	41.60	4.0	0.66%	0.27	4	14.29%	5.94												
ADMINISTRATION 1	20.82	26.0	4.28%	0.89															
TOTALS		607.0	100%	\$37.02	28.0	100.00%	\$55.20	116.0	100%	\$34.89	110.0	100%	\$35.06	58.0	100%	\$32.22	104.0	100%	\$33.58

AVERAGE HOURLY PROJECT RATES

FIRM Hampton, Lenzini & Renwick
 PTB 1
 PRIME/SUPPLEMENT Section 1

DATE 11/15/18
 SHEET 2 OF 5

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Structure Plans		Final Plan Submittal														
		Hours	% Part.	Hours	% Part.	Hours	% Part.	Hours	% Part.	Hours	% Part.	Hours	% Part.	Hours	% Part.	Hours	% Part.	
PRINCIPAL	72.25																	
ENGINEER 6	55.49																	
ENGINEER 5	52.53																	
ENGINEER 4	47.45			8	16.67%													
ENGINEER 3	42.28																	
ENGINEER 2	36.86																	
ENGINEER 1	28.79																	
STRUCTURAL 2	62.48	16	11.19%	8	16.67%													
STRUCTURAL 1	45.02	60	41.96%	12	25.00%													
TECHNICIAN 3	37.96																	
TECHNICIAN 2	31.54	45	31.47%	16	33.33%													
TECHNICIAN 1	24.69	20	13.99%															
INTERN/TEMP	18.85																	
LAND ACQUISITION	41.54																	
SURVEY 2	42.23																	
SURVEY 1	32.33																	
ENVIRONMENTAL 2	43.98																	
ENVIRONMENTAL 1	23.19																	
ADMINISTRATION 2	41.60																	
ADMINISTRATION 1	20.82	2	1.40%	4	8.33%													
TOTALS		143.0	100%	48.0	100%	\$41.83		\$39.55		0.0	0%	0.0	0%	0.0	0%	0.0	0%	\$0.00

DIRECT COST WORKSHEET:

11/15/2018

Shelby County - Section 18-00174-06-BR, Westervelt Bridge

MILEAGE:

	Estimated Mileage		
	Mileage:	Rate:	Total:
2019 Bridge Insp		\$0.535	\$0.00
2020 Bridge Insp		\$0.535	\$0.00
		\$0.535	\$0.00
		\$0.535	\$0.00
		Subtotal =	\$0.00

TOTAL INHOUSE DIRECT COST = **\$0.00**

LODGING & PERDIEM:

	# People:	Days:	Rate:	Total:	Comment:
Lodging	2	2	\$80.00	\$320.00	
Perdiem	2	2	\$28.00	\$112.00	
			Subtotal =	\$432.00	

TOTAL OUTSIDE DIRECT COST = **\$432.00**



**Shelby County Highway Department
Improvement of C.H. 41 Bridge
Section 12-00287-00-BR
Preliminary and Final Engineering
Scope of Work**

I. INTRODUCTION

The Shelby County Highway Department intends to improve a bridge structure along C.H. 41, near Westervelt in Shelby County. The section includes a 3 span bridge that is in need of structural, geometric and hydraulic improvements. SN 087-3016, is a two-lane, three-span, concrete Tee beam bridge on concrete piers. The bridge carries C.H. 41 over Robinson Creek. This bridge superstructure and substructure have deteriorated in condition to a point requiring load restrictions. The roadway section is on tangent horizontal and rolling vertical alignment.

The purpose of the project is to improve the noted deficiencies in the bridge structure, and roadway alignments. As part of this project, the scope of work will include determination of economical proposed bridge and roadway improvements. The goal will be to develop a bridge design that allows efficient construction, minimizes environmental impacts and makes the most efficient use of available funding.

II. SCOPE OF SERVICES

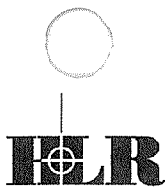
The project limits include SN 087-3016 and the existing roadway approach alignment – approximately 500 feet in each direction. The existing bridge will be evaluated for structure replacement and proposed span configurations, vertical profile improvements, as well as approach guardrail and shoulder improvements. All improvements will be constructed on the existing horizontal and improved vertical alignment.

HLR will provide Phase I and Phase II design services for this project. The design of the project may require additional right-of-way and/or easements. The design will make every effort to minimize environmental and ROW impacts to streams and adjacent properties. Right-of-way documents and soil borings will be prepared through the Shelby County Department.

Survey & Data Collection

HLR will review the project-related data and court house records provided by Shelby County. A topographic and land survey of the project limits will be completed, including the existing and proposed roadway alignments, the existing bridge and culvert, and the hydraulic survey of the Angel Branch and adjacent land and section lines provided by the Shelby County Highway Department.

HLR, Inc. will plot the survey develop a DTM, format the plan & profile and cross section sheets using Geopak and Microstation.



Hydraulic & Drainage Design

A Scour Evaluation will be completed for the proposed structure, including recommended riprap countermeasures. HLR will also develop a preliminary plan for the localized drainage along the roadway approaches. HLR will develop and prepare the Preliminary Bridge Design and Hydraulic Report in the IDOT BLR format. Results will be summarized in the IDOT Waterway Information Table, coordinating this effort with Shelby County.

Preliminary Bridge Design and Hydraulic Report

HLR will conduct a field review of the site, and then create an existing conditions hydraulic model in HEC RAS. A digital terrain model will be developed of the floodplain for hydraulic cross-sections using a combination of LIDAR survey data, ground based topographic survey and channel surveys. This model and peak discharges will be used to create existing (baseline) conditions and to model the hydraulics of alternate proposed configurations for the bridge site.

A full hydraulic report and scour analysis will be completed to determine the bridge opening requirements for each structure and the entire floodplain crossing. The Scour Critical report will be included. The preliminary structure T, S & L plan will be developed for the recommended bridge and roadway improvements.

Preliminary Bridge Design

A Bridge Condition Report will be developed for the structure. The sufficiency rating for SN 087-3016 is below 50. Replacement is the most feasible alternate as the substructure is in poor condition and the precast beams are deteriorated. Scour countermeasures at the piers will need to be addressed at this location. A BCR will be developed for the bridge, outlining the current conditions and recommendations for improvement.

The BCR will develop a preliminary superstructure design for the bridge, including the type, span and construction depth of the superstructure members. The bridge superstructure will be evaluated for a steel beam or PPC deck beam design. HLR will prepare the Type, Size and Location (TS&L) plan sheets for the recommended bridge design.

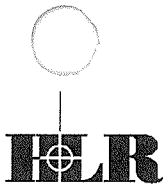
Geotechnical Analysis

Structural borings will be directed by the Shelby County and the Geotechnical subcontractor. HLR will review the borings to complete the substructure design.

Environmental Resources Coordination

HLR will prepare and submit the Environmental Survey Request to IDOT. IDOT BD&E will complete cultural, biological and wetland resource reviews.

- Illinois Department of Natural Resources for State-listed threatened and endangered species; U.S. Fish and Wildlife Service for federally-listed threatened and endangered species
- IDNR/INHS will perform a formal wetland delineation of the proposed project area.
- Special Waste Assessment of the project will be required. HLR will complete this review. If this assessment does not clear the site, a PESA may be required. This is not anticipated and is not included in the scope of this work.
- Illinois Historic Preservation Agency for cultural resources and Historical bridge review. The bridge may require coordination with the Illinois Historic Preservation Agency since it is over 50 years old.



Incidental Take Permit

If Threatened and Endangered Species are found within the project limits, an Incidental Take Permit through IDNR will be required. A conservation plan will be developed for Public Review and recommendations included in the Incidental Take Permit. Recommendations from this permit will be included in the final contract plans and specifications.

Wetland Mitigation

If wetlands are delineated within the proposed section, a wetland impact evaluation will be required. This will define mitigation ratios and the type of mitigation proposed. We anticipate the method to be "Accumulation" if the area is less than 0.1 acres.

HLR will develop a design that will minimize impacts to the adjacent ROW and therefore possible mitigation requirements. The final determination of impacts and mitigation requirements will be coordinated through IDOT BDE and IDNR. Preparation of a detailed wetland mitigation site design or purchase of credits is not anticipated. The related permitting or fees for these methods are not included in this contract.

Preliminary Environmental Site Assessment

A PESA may be required if designated by the Special Waste Assessment. HLR will complete the evaluation and develop a report for submittal to IDOT BD&E. If contaminated areas are identified, a Preliminary Site Investigation may also be required to designate cleanup requirements in the final design.

Project Development Report

HLR will prepare a project development report (PDR) presenting the project's engineering and environmental analyses, design considerations and recommendations. The PDR will be prepared in the current IDOT BLR format and will include an estimate of cost for the recommended improvements, along with exhibits and documentation required to obtain design approval by IDOT.

Structure Plans

HLR will prepare final structure plans and specifications for the improvement as per the T,S & L and the preliminary bridge design and hydraulic report. The design will be completed in accordance with the requirements of IDOT Bureau of Bridges & Structures, AASHTO LRFD and applicable seismic requirements. The contract plans will be signed and certified by a Licensed Structural Engineer in Illinois. Shop drawing reviews and contractor RFI's will be addressed.

Roadway Design

HLR will prepare the final design and develop plans for the horizontal alignment, profile and cross sections of the proposed roadway, bridge cones and side roads. The design will be shown on plan and profile sheet exhibits in the PDR and contract plans.

Traffic Management Plan

The contract plans will be prepared so that the existing roadway is closed to traffic during construction. A detour plan can be provided if necessary. Temporary access will be maintained to the existing roadway and entrances.



Regulatory Agency Coordination

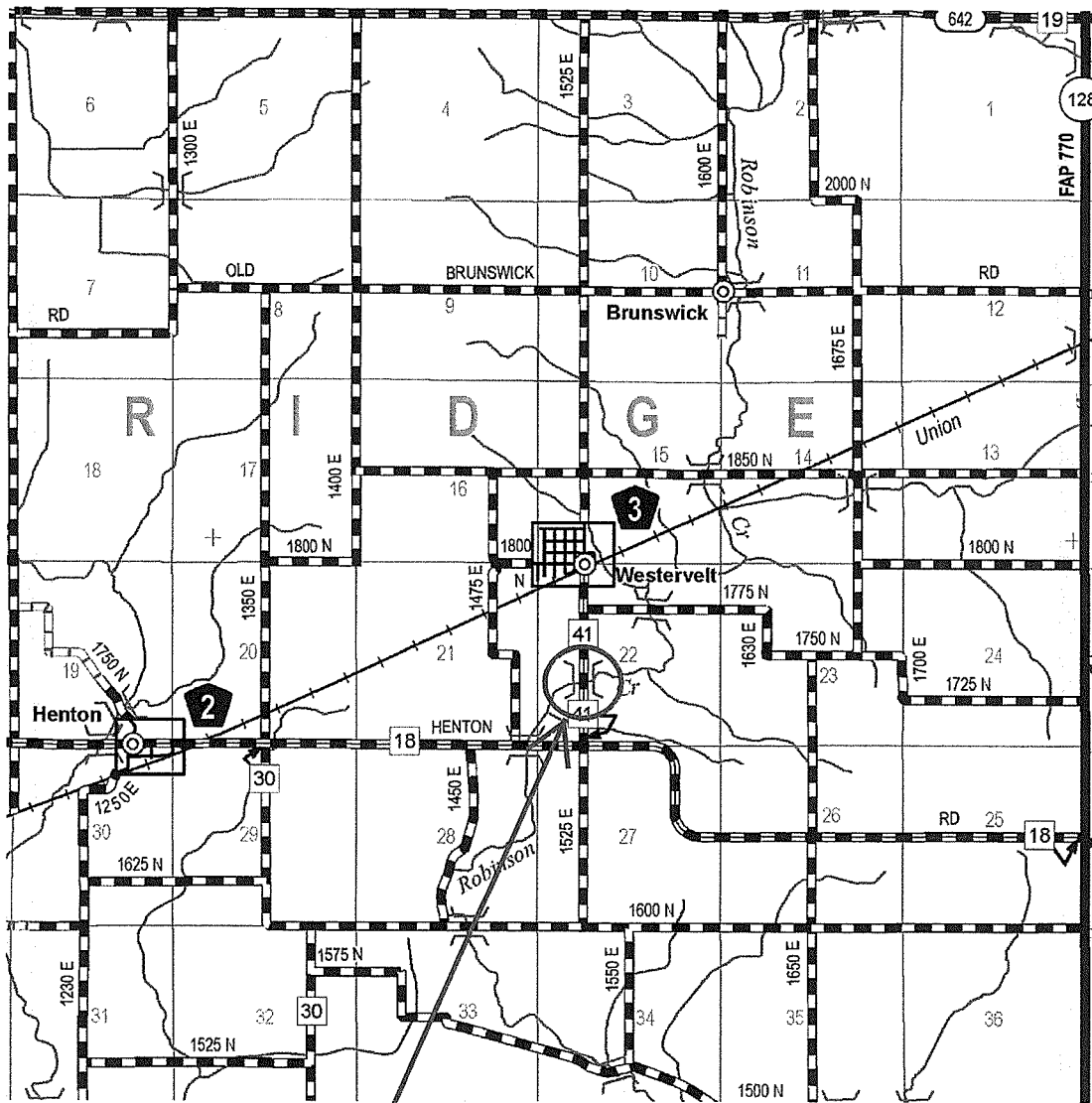
HLR will coordinate project activities with the Shelby County Highway Department, IDOT and Subconsultants. HLR will conduct a review meeting to discuss the preliminary project design before submittal of the Project Development Report. The prefinal design plans will be reviewed with Shelby County before submittal to IDOT. HLR also anticipates an IDOT/FHWA coordination meeting at IDOT D7. An onsite meeting may be required with the Corps of Engineers to review any wetland impacts or mitigation.

Quality Assurance / Quality Control

HLR will conduct independent QAQC reviews to ensure that the final design and contract plans meet the approval of Shelby County and the policy guidelines of IDOT.

Project Schedule

NOTICE TO PROCEED	April, 2019
Topo & Hydraulic Surveys	May, 2019
Complete BCR & Prel Brg Design & Hydr Rpt	July, 2019
Submit and Coordinate Environmental Survey	May – December, 2019
Complete PDR	January, 2020
Complete Preliminary Plans	March, 2020
ROW acquisition complete	September, 2020
Submit Final Plans, Specs & Estimates	November, 2020
CONSTRUCTION LETTING	March, 2021



Proposed Improvement
 Sec. 18-00287-00-BR

Location Map

EXHIBIT A

HAMPTON, LENZINI AND RENWICK, INC.

SPECIAL PROVISION FOR EMPLOYMENT PRACTICES

In addition to all other labor requirements set forth in this proposal and in the "Standard Specifications for Road and Bridge Construction" adopted by the Illinois Department of Transportation, during the performance of this contract, Hampton, Lenzini and Renwick, Inc., its assignees and successors in interest (hereinafter referred to as the "Engineer") agrees as follows:

I. SELECTION OF LABOR

The Engineer shall comply with all Illinois statutes pertaining to the selection of labor.

II. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract, the Engineer agrees as follows:

- A. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, age, marital status, sexual preference, physical or mental handicap or unfavorable discharge from military service, and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- B. That, if it hires additional employees in order to perform this contract or any portion hereof, it will determine the availability of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin, ancestry, age, marital status, sexual preference, physical or mental handicap or unfavorable discharge from military service.
- D. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Engineer's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Engineer in its efforts to comply with such Act and Rules and Regulations, the Engineer will promptly so notify the Illinois Department of Human Rights and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- E. That it will submit reports as required by the Department of Human Rights, Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

EXHIBIT A

- F. That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

- G. That it will include verbatim or by reference the provisions of this clause in every subcontract so that such provisions will be binding upon every such subconsultant. In the same manner as with other provisions of this contract, the Engineer will be liable for compliance with applicable provisions of this clause by all its subconsultants; and further it will promptly notify the contracting agency and the Illinois Department of Human Rights in the event any subconsultant fails or refuses to comply therewith. In addition, the Engineer will not utilize any subconsultant declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

STATE OF ILLINOIS
DRUG FREE WORKPLACE CERTIFICATION

This certification is required by the Drug Free Workplace Act (Ill. Rev. Stat., ch. 127, par. 152.311). The Drug Free Workplace Act, effective January 1, 1992, requires that no grantee or contractor shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the State unless that grantee or contractor has certified to the State that the 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 or grant payments, termination of the contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but not more than five years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other 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 a contract or grant of \$5,000 or more from the State.

1. Publishing a statement:

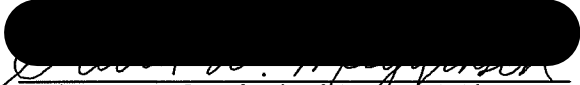
- a. Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
- b. Specifying the actions that will be taken against employees for violations of such prohibition.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

2. Establishing a drug free awareness program to inform employees about:

- a. the dangers of drug abuse in the workplace;
 - b. the grantee's or contractor's policy of maintaining a drug free workplace;
 - c. any available drug counseling, rehabilitation and employee assistance programs; and
 - d. the penalties that may be imposed upon an employee for drug violations.
3. Providing a copy of the statement required by subparagraph 1 to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
4. Notifying the contracting or granting agency within ten (10) days after receiving notice under part (2) of paragraph c of subsection 1 above from an employee or otherwise receiving actual notice of such conviction.
5. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by Section 5 of the Drug Free Workplace Act.
6. 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.
7. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

THE UNDERSIGNED AFFIRMS, UNDER PENALTIES OF PERJURY, THAT HE OR SHE IS AUTHORIZED TO EXECUTE THIS CERTIFICATION ON BEHALF OF THE DESIGNATED ORGANIZATION.

Hampton, Lenzini & Renwick, Inc.
Printed Name of Organization


Signature of Authorized Representative

Steven W. Megginson, Vice President
Printed Name and Title

36-2555986
Requisition/Contract/Grant
ID Number

06-05-2018
Date



Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

March 15, 2018

Subject: PRELIMINARY ENGINEERING
Consultant Unit
Prequalification File

ReJena Lyon
HAMPTON, LENZINI AND RENWICK, INC.
380 Shepard Drive
Elgin, IL 60123

Dear ReJena Lyon,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2016. Your firm's total annual transportation fee capacity will be \$27,200,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 159.00% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Office of Quality Compliance and Review in a pre-award audit.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2017. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,
Jack Elston, P.E.
Acting Bureau Chief
Bureau of Design and Environment

SEFC PREQUALIFICATIONS FOR HAMPTON, LENZINI AND RENWICK, INC.

CATEGORY	STATUS
Special Studies - Signal Coordination & Timing (SCAT)	X
Special Studies - Traffic Signals	X
Special Studies - Traffic Studies	X
Special Services - Electrical Engineering	X
Location Design Studies - Rehabilitation	X
Highways - Roads and Streets	X
Location Design Studies - New Construction/Major Reconstruction	X
Special Studies - Feasibility	X
Location Design Studies - Reconstruction/Major Rehabilitation	X
Special Studies - Safety	X
Special Services - Surveying	X
Highways - Freeways	X
Special Services - Construction Inspection	X
Structures - Highway: Typical	X
Structures - Highway: Simple	X
Structures - Highway: Advanced Typical	X
Environmental Reports - Environmental Assessment	X
Hydraulic Reports - Pump Stations	X
Hydraulic Reports - Waterways: Typical	X
Hydraulic Reports - Waterways: Complex	X
Special Studies - Location Drainage	X

X	PREQUALIFIED
A	NOT PREQUALIFIED, REVIEW THE COMMENTS UNDER CATEGORY VIEW FOR DETAILS IN EPAS.
S	PREQUALIFIED, BUT WILL NOT ACCEPT STATEMENTS OF INTEREST

Westoverlet 18-02870A
Joint Agreement
5 copies

TO: THE SHELBY COUNTY BOARD

WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING
EXAMINED THE ATTACHED


RESOLUTION _____

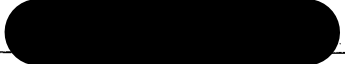
PETITION _____


AGREEMENT X


DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE











Illinois Department of Transportation

Local Public Agency Agreement for Federal Participation

Local Public Agency Shelby County	State Contract	Day Labor	Local Contract X	R Force Account
Section 18-00287-00-BR	Fund Type STP-Br	ITEP, SRTS, or HSIP Number(s)		

Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
		P-97-007-19	16MU(395)		

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA jointly propose to improve the designated location as described below. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the LPA, approved by the STATE and the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

Location

Local Name N 1525 E Rd Route CH-41 Length .01 mile
 Termini 0.6 miles south of Westervelt over Robinson Creek

Current Jurisdiction Shelby County TIP Number _____ Existing Structure No 087-3016

Project Description

Rehabilitation or reconstruction as determined by the Phase I engineering study.

Division of Cost

Type of Work	STP-Br	%	%	LPA	%	Total
Participating Construction	()	()	()	()	()	
Non-Participating Construction	()	()	()	()	()	
Preliminary Engineering	100,000	(80)	()	25,000	(20)	125,000
Construction Engineering	()	()	()	()	()	
Right of Way	()	()	()	()	()	
Railroads	()	()	()	()	()	
Utilities	()	()	()	()	()	
Materials	()	()	()	()	()	
TOTAL	\$ 100,000			\$ 25,000		\$ 125,000

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

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

Local Public Agency Appropriation

By execution of this Agreement, the LPA attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the LPA share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum (**required for State-let contracts only**)

Method of Financing (State Contract Work Only)

METHOD A---Lump Sum (80% of LPA Obligation) _____
 METHOD B--- _____ Monthly Payments of _____ due by the _____ of each successive month.
 METHOD C---LPA's Share _____ divided by estimated total cost multiplied by actual progress payment.

(See page two for details of the above methods and the financing of Day Labor and Local Contracts)

THE LPA AGREES:

- (1) To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, and the **STATE** and the **FHWA**, if required.
- (2) To provide for all utility adjustments, and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Agency Highway and Street Systems.
- (3) To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
- (4) To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, an addendum is required.
- (5) To maintain or cause to be maintained, in a manner satisfactory to the **STATE** and the **FHWA**, the completed improvement, or that portion of the completed improvement within its jurisdiction as established by addendum referred to in item 4 above.
- (6) To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
- (7) To maintain, for a minimum of 3 years after final project close-out by the **STATE**, adequate books, records and supporting documents to verify the amounts, 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; and the **LPA** agrees to cooperate fully with any audit conducted by the Auditor General and the **STATE**; 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 **STATE** for the recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
- (8) To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- (9) To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
- (10) (State Contracts Only) That the method of payment designated on page one will be as follows:
 - Method A - Lump Sum Payment. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the **LPA**'s estimated obligation incurred under this Agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.
 - Method B - Monthly Payments. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE**, a specified amount each month for an estimated period of months, or until 80% of the **LPA**'s estimated obligation under the provisions of the Agreement has been paid, and will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.
 - Method C - Progress Payments. Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA**'s share of the construction cost divided by the estimated total cost, multiplied by the actual payment (appropriately adjusted for nonparticipating costs) made to the contractor until the entire obligation incurred under this Agreement has been paid.

Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C, shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to **LPA** on this or any other contract. The **STATE**, at its sole option, upon notice to the **LPA**, may place the debt into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.
- (11) (Local Contracts or Day Labor) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to construct the complete project.
- (12) (Preliminary Engineering) In the event that right-of-way acquisition for, or actual construction of, the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal funds received under the terms of this Agreement.
- (13) (Right-of-Way Acquisition) In the event that the actual construction of the project on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal Funds received under the terms of this Agreement.

- (14) (Railroad Field Work Only) The estimates and general layout plans for at-grade crossing improvements shall be forwarded to the Rail Safety and Project Engineer, Room 204, Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois, 62764. Approval of the estimates and general layout plans should be obtained prior to the commencement of railroad related work. All railroad related work is also subject to approval by the Illinois Commerce Commission (ICC). Final inspection for railroad related work should be coordinated through appropriate IDOT District Bureau of Local Roads and Streets office.
- Plans and preemption times for signal related work that will be interconnected with traffic signals shall be submitted to the ICC for review and approval prior to the commencement of work. Signal related work involving interconnects with state maintained traffic signals should also be coordinated with the IDOT's District Bureau of Operations.
- The LPA is responsible for the payment of the railroad related expenses in accordance with the LPA/railroad agreement prior to requesting reimbursement from IDOT. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets office.
- Engineer's Payment Estimates shall be in accordance with the Division of Cost on page one.
- (15) And certifies to the best of its knowledge and belief its officials:
- are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - have not within a three-year period preceding the Agreement had one or more public transactions (Federal, State, local) terminated for cause or default.
- (16) To include the certifications, listed in item 15 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
- (17) (State Contracts) That execution of this agreement constitutes the LPA's concurrence in the award of the construction contract to the responsible low bidder as determined by the STATE.
- (18) That for agreements exceeding \$100,000 in federal funds, execution of this Agreement constitutes the LPA's certification that:
- No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement;
 - If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions;
 - The LPA shall require that the language of this certification be included in the award documents for all subawards at all ties (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (19) To regulate parking and traffic in accordance with the approved project report.
- (20) To regulate encroachments on public right-of-way in accordance with current Illinois Compiled Statutes.
- (21) To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with current Illinois Compiled Statutes.
- (22) To complete this phase of the project within three (3) years from the date this agreement is approved by the STATE if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
- (23) To comply with the federal Financial Integrity Review and Evaluation (FIRE) program, which requires States and subrecipients to justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months.
- To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the STATE within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
- (24) The LPA will submit supporting documentation with each request for reimbursement from the STATE. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fee invoice, progress report, and personnel and direct cost summaries and other documentation supporting the requested reimbursement amount (Form BLRS 05621 should be used for consultant invoicing purposes). LPA invoice requests to the STATE will be submitted with sequential invoice numbers by project.

The LPA shall submit to the STATE a complete and detailed final invoice with applicable supporting documentation for all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of this phase of the improvement or from the date of the previous invoice, which ever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed.

- (25) The LPA shall provide the final report to the appropriate STATE district within twelve months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
- (26) (Single Audit Requirements) That if the LPA expends \$750,000 or more a year in federal financial assistance they shall have an audit made in accordance with 2 CFR 200. LPAs expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the STATE (Office of Finance and Administration, Audit Coordination Section, 2300 South Dirksen Parkway, Springfield, Illinois, 62764), within 30 days after the completion of the audit, but no later than one year after the end of the LPA's fiscal year. The CFDA number for all highway planning and construction activities is 20.205.

Federal funds utilized for construction activities on projects let and awarded by the STATE (denoted by an "X" in the State Contract field at the top of page 1) are not included in a LPA's calculation of federal funds expended by the LPA for Single Audit purposes.

- (27) That the LPA is required to register with the System for Award Management or SAM (formerly Central Contractor Registration (CCR)), which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: <https://www.sam.gov/portal/public/SAM/#1>.

The LPA is also required to obtain a Dun & Bradstreet (D&B) D-U-N-S Number. This is a unique nine digit number required to identify subrecipients of federal funding. A D-U-N-S number can be obtained at the following website: <http://fedgov.dnb.com/webform>.

THE STATE AGREES:

- (1) To provide such guidance, assistance and supervision and to monitor and perform audits to the extent necessary to assure validity of the LPA's certification of compliance with Titles II and III requirements.
- (2) (State Contracts) To receive bids for the construction of the proposed improvement when the plans have been approved by the STATE (and FHWA, if required) and to award a contract for construction of the proposed improvement, after receipt of a satisfactory bid.
- (3) (Day Labor) To authorize the LPA to proceed with the construction of the improvement when Agreed Unit Prices are approved, and to reimburse the LPA for that portion of the cost payable from Federal and/or State funds based on the Agreed Unit Prices and Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (4) (Local Contracts) For agreements with Federal and/or State funds in engineering, right-of-way, utility work and/or construction work:
- (a) To reimburse the LPA for the Federal and/or State share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the LPA;
- (b) To provide independent assurance sampling, to furnish off-site material inspection and testing at sources normally visited by STATE inspectors of steel, cement, aggregate, structural steel and other materials customarily tested by the STATE.

IT IS MUTUALLY AGREED:

- (1) Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions.
- (2) That this Agreement and the covenants contained herein shall become null and void in the event that the FHWA does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this Agreement.
- (3) This Agreement shall be binding upon the parties, their successors and assigns.
- (4) For contracts awarded by the LPA, the LPA shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT – assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The LPA shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT – assisted contracts. The LPA's DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the STATE 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 (31U.S.C. 3801 et seq.) in the absence of a USDOT – approved LPA DBE Program or on State awarded contracts, this Agreement shall be administered under the provisions of the STATE's USDOT approved Disadvantaged Business Enterprise Program.

- (5) In cases where the STATE is reimbursing the LPA, obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
- (6) All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.

Number 1- Location Map. Number 2 – LPA Appropriation Resolution

(Insert Addendum numbers and titles as applicable)

The LPA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all Addenda indicated above.

APPROVED

Local Public Agency

David Cruitt

Name of Official (Print or Type Name)

County Board Chairperson

Title (County Board Chairperson/Mayor/Village President/etc.)



(Signature)

Date

APPROVED

State of Illinois
Department of Transportation

Randall S. Blankenhorn, Secretary of Transportation

Date

By:

Erin Aleman, Director of Planning & Programming

Date

Erin Aleman, Director of Planning & Programming

Date

Philip C. Kaufmann, Chief Counsel

Date

Jeff Heck, Chief Fiscal Officer (CFO)

Date

The above signature certifies the agency's TIN number is 37-6002119 conducting business as a Governmental Entity.

DUNS Number 040135279

NOTE: If the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

Westervelt - 18-002E 20BR
Major Bridge PE
Resolution for
Funding

TO: THE SHELBY COUNTY BOARD

5-Copies

WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING
EXAMINED THE ATTACHED

RESOLUTION

X

PETITION

AGREEMENT

DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE

RESOLUTION NO. 2018-69

WHEREAS, the bridge located on CH-41 (AKA Westervelt Bridge, bridge #087-3016), Shelby County, is in need of replacement.

And, This Bridge is eligible for Preliminary Engineering Funds at a cost share with IDOT utilizing 80% STP-BR federal funds.

BE IT RESOLVED, THAT the Shelby County Board agrees to provide 20% local matching dollars from the Shelby County Highway Department's local account(s) as shown in the Local Agency Agreement Division of Cost.



Dave Cruitt, Chairman
Shelby County Board

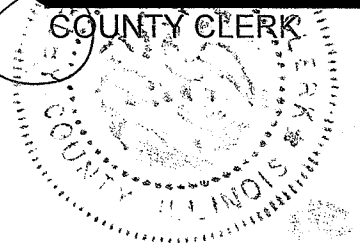
**STATE OF ILLINOIS)
COUNTY OF SHELBY) SS**

I, Jessica Fox, County Clerk in and for said County in the state aforesaid and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true perfect and complete copy of a RESOLUTION adopted by the County Board of Shelby County at its regular meeting held in Shelbyville Illinois on Dec. 12, 2018.

IN TESTIMONY WHEREOF I have hereunto set my hand and affixed the seal of said County at my office in Shelbyville in said County this 12th day of Dec. A.D. 2018.



COUNTY CLERK



Flatman
PE Agreement
18-0617-003A

TO: THE SHELBY COUNTY BOARD


WE, THE MEMBERS OF THE ROAD AND BRIDGE COMMITTEE, HAVING
EXAMINED THE ATTACHED

RESOLUTION _____
PETITION _____
AGREEMENT X

DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE

[Redacted signature lines]

Municipality	L O C A L A G E N C Y	 Illinois Department of Transportation Preliminary Engineering Services Agreement For Motor Fuel Tax Funds	C O N S U L T A N T	Name Civil Design, Inc.
Township Flat Branch				Address 104 N. Second St., Suite A
County Shelby				City Effingham
Section 18-06117-00-BR				State Illinois

THIS AGREEMENT is made and entered into this 12th day of December, 2018 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Motor Fuel Tax Funds, allotted to the LA 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.

Section Description

Name Engineering Services to replace the TR 112 over Flat Branch Tributary bridge

Route TR 112 Length _____ Mi. ±650 FT (Structure No. 087-3101 (ex))

Termini From ±300' south of the bridge to ±350' north of the bridge

Description:

4.8 mi. SE of Moweaqua, T13N R2E SEC 11-12, 3rd PM

Agreement Provisions

The Engineer Agrees,

1. To perform or be responsible for the performance of the following engineering services for the LA, in connection with the proposed improvements herein before described, and checked below:
 - a. Make such detailed surveys as are necessary for the preparation of detailed roadway plans
 - b. Make stream and flood plain hydraulic surveys and gather high water data, and flood histories for the preparation of detailed bridge plans.
 - c. Make or cause to be made such soil surveys or subsurface investigations including borings and soil profiles and analyses thereof as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations are to be made in accordance with the current requirements of the DEPARTMENT.
 - d. Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
 - e. Prepare Army Corps of Engineers Permit, Department of Natural Resources-Office of Water Resources Permit, Bridge waterway sketch, and/or Channel Change sketch, Utility plan and locations, and Railroad Crossing work agreements.
 - f. Prepare Preliminary Bridge design and Hydraulic Report, (including economic analysis of bridge or culvert types) and high water effects on roadway overflows and bridge approaches.
 - g. Make complete general and detailed plans, special provisions, proposals and estimates of cost and furnish the LA with five (5) copies of the plans, special provisions, proposals and estimates. Additional copies of any or all documents, if required, shall be furnished to the LA by the ENGINEER at his actual cost for reproduction.
 - h. Furnish the LA with survey and drafts in quadruplicate of all necessary right-of-way dedications, construction easement and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

Note: Four copies to be submitted to the Regional Engineer

- i. Assist the LA in the tabulation and interpretation of the contractors' proposals
 - j. Prepare the necessary environmental documents in accordance with the procedures adopted by the DEPARTMENT's Bureau of Local Roads & Streets.
 - k. Prepare the Project Development Report when required by the DEPARTMENT.
 - l. Perform initial construction staking, including abutment centerline stakes, and roadway offset stakes.
- (2) That all reports, plans, plats and special provisions to be furnished by the ENGINEER pursuant to the AGREEMENT, will be in accordance with current standard specifications and policies of the DEPARTMENT. It is being understood that all such reports, plats, plans and drafts shall, before being finally accepted, be subject to approval by the LA and the DEPARTMENT.
- (3) To attend conferences at any reasonable time when requested to do so by representatives of the LA or the Department.
- (4) In the event plans or surveys are found to be in error during construction of the SECTION and revisions of the plans or survey corrections are necessary, the ENGINEER agrees that he will perform such work without expense to the LA, even though final payment has been received by him. He shall give immediate attention to these changes so there will be a minimum delay to the Contractor.
- (5) That basic survey notes and sketches, charts, computations and other data prepared or obtained by the Engineer pursuant to this AGREEMENT will be made available, upon request, to the LA or the DEPARTMENT without cost and without restriction or limitations as to their use.
- (6) That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by him and will show his professional seal where such is required by law.

The LA Agrees,

1. ~~To pay the ENGINEER as compensation for all services performed as stipulated in paragraphs 1a, 1b, 1c, 1f, 1g, 1h, 1i, 1j, 1k, 2, 3, 5 and 6 in accordance with one of the following methods indicated by a check mark: **SEE ADDENDUM**~~
- a. A sum of money equal to _____ percent of the awarded contract cost of the proposed improvement as approved by the DEPARTMENT. **SEE ADDENDUM**
 - b. A sum of money equal to the percent of the awarded contract cost for the proposed improvement as approved by the DEPARTMENT based on the following schedule:

Schedule for Percentages Based on Awarded Contract Cost

Awarded Cost	Percentage Fees	
Under \$50,000	_____	(see note)
	_____	%
	_____	%
	_____	%
	_____	%
	_____	%

Note: Not necessarily a percentage. Could use per diem, cost-plus or lump sum.

2. ~~To pay for services stipulated in paragraph 1c of the ENGINEER AGREES at actual cost of performing such work plus _____ percent to cover profit, overhead and readiness to serve—“actual cost” being defined as material cost plus payrolls, insurance, social security and retirement deductions. Traveling and other out-of-pocket expenses will be reimbursed to the ENGINEER at his actual cost. Subject to the approval of the LA, the ENGINEER may sublet all or part of the services provided under the paragraph 1b, 1c, 1d, 1e, 1f, 1h, 1j & 1k. If the ENGINEER sublets all or part of this work, the LA will pay the cost to the ENGINEER plus a five (5) percent service charge. **SEE ADDENDUM**~~

“Cost to Engineer” to be verified by furnishing the LA and the DEPARTMENT copies of invoices from the party doing the work. The classifications of the employees used in the work should be consistent with the employee classifications for the services performed. If the personnel of the firm, including the Principal Engineer, perform routine services that should normally be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the work performed.

3. That payments due the ENGINEER for services rendered in accordance with this AGREEMENT will be made as soon as practicable after the services have been performed in accordance with the following schedule:

- a. ~~Upon completion of detailed plans, special provisions, proposals and estimate of cost being the work required by paragraphs 1a through 1g under THE ENGINEER AGREES to the satisfaction of the LA and their approval by the DEPARTMENT, 90 percent of the total fee due under this AGREEMENT based on the approved estimate of cost.~~
- b. ~~Upon award of the contract for the improvement by the LA and its approval by the DEPARTMENT, 100 percent of the total fee due under the AGREEMENT based on the awarded contract cost, less any amounts paid under "a" above.~~

By Mutual agreement, partial payments, ~~not to exceed 90 percent of the amount earned,~~ may be made from time to time as the work progresses.

4. That, should the improvement be abandoned at any time after the ENGINEER has performed any part of the services provided for in paragraphs 1a, through 1h and prior to the completion of such services, the LA shall reimburse the ENGINEER for his actual costs plus 142 percent incurred up to the time he is notified in writing of such abandonment - "actual cost" being defined as in paragraph 2 of THE LA AGREES.
5. That, should the LA require changes in any of the detailed plans, specifications or estimates except for those required pursuant to paragraph 4 of THE ENGINEER AGREES, after they have been approved by the DEPARTMENT, the LA will pay the ENGINEER for such changes on the basis of actual cost plus 142 percent to cover profit, overhead and readiness to serve - "actual cost" being defined as in paragraph 2 of THE LA AGREES. It is understood that "changes" as used in this paragraph shall in no way relieve the ENGINEER of his responsibility to prepare a complete and adequate set of plans and specifications.

It is Mutually Agreed,

1. That any difference between the ENGINEER and the LA concerning their interpretation of the provisions of this Agreement shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
2. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at his last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all surveys, permits, agreements, preliminary bridge design & hydraulic report, drawings, specifications, partial and completed estimates and data, if any from traffic studies and soil survey and subsurface investigations with the understanding that all such material becomes the property of the LA. The ENGINEER shall be paid for any services completed and any services partially completed in accordance with Section 4 of THE LA AGREES.
3. That if the contract for construction has not been awarded one year after the acceptance of the plans by the LA and their approval by the DEPARTMENT, the LA will pay the ENGINEER the balance of the engineering fee due to make 100 percent of the total fees due under this AGREEMENT, based on the estimate of cost as prepared by the ENGINEER and approved by the LA and the DEPARTMENT.
4. That the ENGINEER warrants that he/she has not employed or retained any company or person, other than a bona fide employee working solely for the ENGINEER, to solicit or secure this contract, and that he/she has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the ENGINEER, any fee, commission, percentage, brokerage fee, gifts or any other consideration, contingent upon or resulting from the award or making of this contract. For Breach or violation of this warranty the LA shall have the right to annul this contract without liability.

ADDENDUM
Preliminary Engineering Services Agreement
for Motor Fuel Tax Funds

TR 112 over Flat Branch Tributary
Section 18-06117-00-BR
Shelby County Highway Dept.
Flat Branch Township

- Revise Item 1 of THE LA AGREES to:

To pay the ENGINEER as compensation for all services performed as stipulated above and on the attached cost estimate summary sheet with one of the following methods indicated by a check mark:

- Revise Item 1a of THE LA AGREES to:

- a. A sum of money NOT TO EXCEED \$32,466.00, including out-of-pocket expenses, as detailed on the attached cost estimate summary.

TR 112 over Flat Branch Tributary Bridge Replacement
Exist SN 087-3101, Section 18-06117-00-BR
Shelby County Highway Department

LABOR COSTS

Classification Hourly Rates	Proj Mgr \$165.00	Proj Eng II \$115.00	Proj Eng I \$92.00	Land Surv \$100.00	2-man survey \$160.00	Clerical \$75.00	Fee
Task Description	Hours						Fee
FIELD SURVEY							
Perform Hydraulic Survey					36		\$ 5,760.00
Survey Data Processing				6			\$ 600.00
HYDRAULIC ANALYSIS							
Determine Drainage Area/Flows		1					\$ 115.00
Natural Model		10					\$ 1,150.00
Existing Model		4					\$ 460.00
Proposed Model		6					\$ 690.00
Scour Analysis		3					\$ 345.00
Special Ditches		4					\$ 460.00
Ditch Hydraulics		2					\$ 230.00
Entrance Culverts		2					\$ 230.00
REPORTS							
Preliminary Bridge Design & Hydraulic Report (PBDHR)		8	4				\$ 1,288.00
Scour Critical Evaluation Coding Report		1					\$ 115.00
Asbestos Determination Certification		1					\$ 115.00
Bridge Condition Report (BCR) - Abbreviated		4	4				\$ 828.00
Project Development Report		16	8				\$ 2,576.00
PERMITS							
ESR (Cultural, Biological, Wetlands)		8	4				\$ 1,288.00
404 Permit (Joint Application)		4	2				\$ 644.00
ROADWAY PLANS							
Roadway Design		4					\$ 460.00
Coversheet		2	4				\$ 598.00
General Notes, SOQ, Schedules		6	4				\$ 1,058.00
Typical Sections, Field Entrance Details		4	4				\$ 828.00
Erosion Control and Drainage Details		4	4				\$ 828.00
Plan and Profile, Alignments and Ties		8	8				\$ 1,656.00
Cross Sections		2	4				\$ 598.00
Quantities		6					\$ 690.00
BRIDGE PLANS							
Analysis and Design		4					\$ 460.00
General Plan and Elevation, Notes, Total Bill of Material		4	8				\$ 1,196.00
Deck Beam Details		4	2				\$ 644.00
Railing Details, Rail Post Layout		1	2				\$ 299.00
Abutments		8	8				\$ 1,656.00
Pile Details			1				\$ 92.00
Soil Borings			1				\$ 92.00
Quantities		8					\$ 920.00
FINAL PLANS, SPECIFICATIONS AND ESTIMATES							
Special Provisions		4					\$ 460.00
Estimate of Cost		3					\$ 345.00
Estimate of Time		3					\$ 345.00
Plan Revision Comments			1	1			\$ 207.00
Final Roadway QC/QA		2					\$ 330.00
Final Bridge QC/QA		2					\$ 330.00
MISCELLANEOUS							
Field Visit/Inspection		8					\$ 920.00
Shop Drawing Review		2					\$ 230.00
PROJECT MANAGEMENT & MEETINGS							
Project Management		2					\$ 330.00
Bid Meeting							\$ -
Grand Total Labor	6	160	73	6	36	0	
Total Costs							\$ 32,466.00

Scope of Work:

Remove and replace existing structure with PPC Deck Beam Bridge. Resurface roadway/shoulders as needed, install guardrail if needed. Perform field survey, conduct hydraulic analysis and prepare all reports and permits as needed to gain design approval from District. Prepare final plans, special provisions and estimates. Assist the County with minor bidding and construction questions as necessary. Construction to be completed with Federal Funds.

IN WITNESS WHEREOF, the parties have caused the AGREEMENT to be executed in quadruplicate counterparts, each of which shall be considered as an original by their duly authorized officers.

Executed by the LA:

Shelby County _____ of the
(Municipality/Township/County)

ATTEST:

State of Illinois, acting by and through its

By _____
Shelby County Clerk
(Seal)

By _____
Title *Chairman, Shelby County Board*

Executed by the ENGINEER:

Civil Design, Inc. _____

104 N. Second St., Suite A _____

ATTEST:

Effingham, IL 62401 _____

By _____
Title *Adam Bohnhoff, PE, SE Office Manager*

By _____
Title *Tyler Ziegler, PE, SE Project Manager*

Approved
12/17/18
Date
Department of Transportation

Regional Engineer



Resolution for Maintenance Under the Illinois Highway Code



Resolution Number	Resolution Type	Section Number
2018-70	Original	19-00000-00-gm

BE IT RESOLVED, by the Board of the Shelby County of Shelby County Illinois that there is hereby appropriated the sum of six hundred thousand Dollars (\$600,000.00)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 01/01/19 to 12/31/19.

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that County of Shelby County shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

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

I Jessica Fox County Clerk in and for said County of Shelby County in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the

Board of Shelby County at a meeting held on 12/12/18

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 12th day of December, 2018



Clerk Signature

APPROVED

Regional Engineer
 Department of Transportation
 Date 12/18/18



Resolution Appropriating Funds for the Payment of the County Engineer's Salary



Resolution No 2018-71 MFT Salary Section No 19-CS-73-00AC Section No 19-CS173-00-AC

WHEREAS, the County Board of Shelby County has adopted a resolution establishing the salary of the County Engineer to be 100% of the recommended salary for the County Engineer as determined annually by the Illinois Department of Transportation, and percentage

WHEREAS, the County Board of Shelby County has entered into an agreement from 12/18/18 to 12/17/24 with the Illinois Department of Transportation for transfer of Federal Surface Transportation Program funds to pay one-half of the salary paid to the County Engineer.

NOW, THEREFORE, BE IT RESOLVED, by the Shelby County Board that there is hereby appropriated the sum of One Hundred Eight thousand five hundred sixty two Dollars (\$108,562.00) from the County's

MFT Fund funds for the purpose of paying the County Engineer's salary from 01/01/19 to 12/31/19 and, beginning date ending date

BE IT FURTHER RESOLVED, that the Shelby County Board hereby authorizes the Department of Transportation, State of Illinois to transfer fifty four thousand two hundred eighty one Dollars

(\$54,281.00) of Federal Surface Transportation Program funds allocated to Shelby County to the Department of Transportation in return for an equal amount of State funds; and

BE IT FURTHER RESOLVED, by the Shelby County Board that there is hereby appropriated the sum of twelve thousand two hundred Dollars (\$12,200.00) from the County's

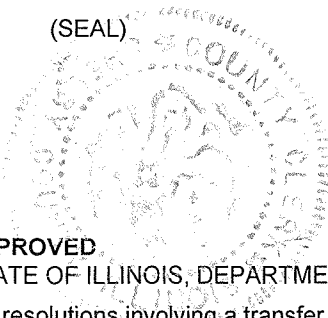
MFT Fund funds for the purpose of paying the County Engineer's expenses from 01/01/19 to 12/31/19 . beginning date ending date

I Jessica Fox County Clerk in and for said County of Shelby in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by the County Board of Shelby County at a meeting held on 12/12/18 date

I certify that the correct TIN/FEIN number for Shelby County is 376002119 Legal Status: Governmental. TIN/FEIN Number

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 12th day of December, 2018 Day Month, Year

(SEAL)



APPROVED STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION For resolutions involving a transfer of STR funds:

Clerk Signature [Redacted]

For resolutions not involving a transfer of STR funds: Regional Engineer, IDOT Date

[Redacted]

Matt Magalis Acting Secretary of Transportation

Date 28/19

[Redacted signature]

and use of confidential information review the department's privacy policy.



Agreement for County Engineer's Salary
18-CS173-00-AC



This agreement, by and between the DEPARTMENT OF TRANSPORTATION, State of Illinois, hereinafter called the DEPARTMENT, and the COUNTY OF Shelby, of the State of Illinois, hereinafter called the COUNTY,
Name of County

WHEREAS, the COUNTY has elected to use the Illinois Department of Transportation's recommended salary schedule to determine the County Engineer's annual salary and has agreed that the minimum salary shall be at least ninety-five (95) percent of the recommended salary;

WHEREAS, the COUNTY desires to transfer Federal Surface Transportation Program Funds to the DEPARTMENT in return for State funds to be used by the COUNTY to pay a portion of the County Engineer's salary, an amount not to exceed fifty (50) percent of the County Engineer's annual salary;

NOW THEREFORE, for and in consideration of the covenants and agreements herein contained, the parties agree as follows:

THE COUNTY AGREES:

1. That it will provide the DEPARTMENT with a resolution passed by the County Board authorizing the transfer of the COUNTY's Federal Surface Transportation Program Funds to the State for an equal amount of State Funds.
2. That it will deposit the State Funds in the County's Motor Fuel Tax account.
3. That an annual resolution appropriating funds for the payment of the County Engineer's annual salary shall be submitted to the DEPARTMENT along with the resolution authorizing the amount of Federal Surface Transportation Program funds to be transferred.
4. That it will maintain, for a minimum of 3 years after the completion of the agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the agreement; that the agreement and all books, records and supporting documents related to the agreement shall be available for review by the DEPARTMENT and/or Auditor General and that it will 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 recover of funds paid by the DEPARTMENT under the agreement for which adequate books, records and supporting documentation are not available to support their purported disbursement.

THE DEPARTMENT AGREES:

1. That it will accept the COUNTY's Federal Surface Transportation Program funds and make an equal amount of State funds available to the COUNTY for deposit in the County's Motor Fuel Tax account.
2. That payment of that State Funds to the COUNTY will be made each year upon receipt of the COUNTY's resolution transferring their Federal Surface Transportation Program funds and appropriating their Motor Fuel Tax or other funds for payment of their County Engineer's salary.

IT IS MUTUALLY AGREED:

1. That this agreement shall remain in full force and effect for a period of six years from the date of execution unless terminated by either party upon 30 days written notification by either party. The agreement may be temporarily suspended during any period that COUNTY does not have sufficient Federal Surface Transportation Program funds available to be transferred.
2. That the obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable Federal Funding source fails to appropriate or otherwise make available funds for the purpose contemplated herein.

Executed by the COUNTY this 13 day of December, 2017, Shelby County, State of Illinois,
Day Month, Year County
acting by and through its County Board.

BY: Chairperson of the County Board	Date	Typed Name of Chairperson
	12-13-17	David Cruitt

Executed by the DEPARTMENT this 18th day of December 2018,
Day Month, Year

APPROVED
STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION

Randall S Blakenhorn Secretary of Transportation	Date	BY: Erin Aleman Director, Office of Planning and Programming	Date
	12/18/18		12/18/18

**Road & Bridge Committee
Meeting Minutes
November 8, 2018**

- **Roll Call: Dave Cruitt, Bruce Cannon, Jesse Durbin, Larry Lenz**
 - Also in attendance: Alan Spesard, County Engineer
- **Approval of Last Month's Minutes**
 - **Committee recommended approval**
- **Review Claims**
 - **Committee recommended approval**
- **Review County Highway Finances**
- **New Business:**
 - Petition for Flat Branch Bridge replacement – bridge closed by IDOT; Miller signed ROW papers
 - Committee recommended approval
 - Petition for Ash Grove Bridge Replacement – looked at aluminum box culvert
 - Petition put on hold pending results of aluminum box culvert analysis
 - Quality Based Selection proposals due from engineering firms for the Westervelt Bridge
 - Committee scored proposals and recommended entering into a contract with Hampton, Lenzini and Renwick
 - Sigel Bridge is open to traffic
 - Keith Petard retired on October 31st
 - Project list for next year:
 - Construction and Design: Country Club Road, Cowden-Herrick Road; Findlay-Bethany Road; Railroad Crossing approach upgrades at Clarksburg, Todds Point and Westervelt
 - Consulting Engineering Agreements: Windsor Posted Bridge, Flat Branch Closed Bridge, Prairie Closed Bridge, Rural Posted Bridge, Ash Grove/Big Spring Posted Bridge, Rose Posted Bridge, Ash Grove Posted Bridge
 - Bridge Inspections; 50/50 township drainage projects
 - Staff present and future –
 - Laborer employment advertised due November 9th
 - Evaluating Reorganizing Department
 - Committee approved reorganization proposal presented by Alan
 - Grader available from Caterpillar at \$115K
 - Alan to get with Stacy to investigate further
 - Striping Roads ongoing by Christian County
 - Meeting Highway Commissioners for budgeting MFT for next year
 - Highway Commissioner Conference on November 9th
- **Old Business:**
 - Plotter replacement parts is expiring 12/31/2017
 - Crack Sealer pump is out. \$3500
- **Adjournment: Next meetings scheduled for December 7th and 10th**

**Road & Bridge Committee
Meeting Minutes
November 5, 2018**

- **Roll Call: Dave Cruitt, Bruce Cannon, Larry Lenz**
 - Also in attendance: Alan Spesard, County Engineer
 - Highway commissioner conference was held

- **Adjournment: Next meetings scheduled for November 8th 2018**

Lynn Williams
Terry Metzger
Gary Gergeni
Jim Arthur
Don Strohl

Motion

Jim Arthur motion to accept bills
as precedent and Gary Gergeni

Pass

Motion

Terry Metzger

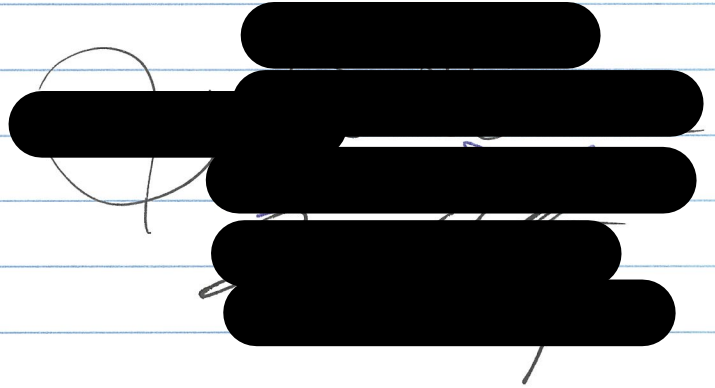
Motion to adjourn
and Jim Arthur

Pass

Health Comm.

10:00

All Bills were read & approved



10:35

Dec 11, 2018

Fees & Salary

Kay Kearney, Barb Bennett, Greg Mul Holland

100 FOB

1067

1yr Tech support

~~clocks~~

1 Software

249 - 3x extra

Erica, Dave & Jessica attended meeting

Claims were approved.

Home (<http://www.timepilot.com>) / Professional and Enterprise Software

TimePilot Professional Edition and Enterprise Edition Software

TimePilot timeclock systems sold directly by us come with a choice of two levels of software: Professional Edition or Enterprise Edition.

Many of our customers will be perfectly happy with Professional. The Professional Edition is designed for smaller organizations that don't need the expanded features of the Enterprise Edition (described below) like Cloud capability or multiple levels of access.

[Comparison chart](#) | [Software screenshots](#) (enterprise-screenshots.htm) | [Which is right for me?](#) (Chooser/chooser.htm)

If your organization is a bit larger, with multiple branch offices and/or the need to let individual supervisors see and edit the clock-ins and clock-outs of just specific groups of employees, you need Enterprise Edition.

Users of Professional Edition can upgrade to Enterprise Edition for \$149. For details and to determine the version of the software you currently have, click here ([enterprise-softwareupgrades.htm](#)).

(A third, less-powerful version of the software, called Retail Edition, is included with TimePilot products that are sold in retail stores. Those customers can also upgrade to Professional or Enterprise. For details and to determine your current software's version, click here ([enterprise-softwareupgrades.htm](#)).

Professional Edition

The Professional Edition's software includes:

- The ability to run the software as a service on your network: Eliminates the need to remain logged in on your computer. As long as the PC or server is running, the software runs "behind the scenes." *Details...* ([enterprise-service.htm](#))
- A single Clock Manager that handles communication with all of the clocks on your network and shows you their status.
- An unlimited number of companies can be created in the software, each with its own pay period and start of the workweek. This feature is valuable if, for instance, you have one group of employees paid on a weekly basis and another group paid bi-weekly. (The Retail Edition allows the creation of just one company.)
- The ability to mix and match TimePilot clocks—Extreme Blue ([../ExtremeBlue/ExtremeBlue.htm](#)), Vetro ([../Vetro/Vetro.htm](#)), Tap+ ([../Tap/tap.htm](#)) and TimePilot PC ([../TPPC/TPPC.htm](#))—to create one integrated system.

Best of all, there is no monthly or annual fee to use the software. Once you've purchased the product, it's yours and you can have as many as 2,000 employees and 250 locations. By the way, if you have that many employees or locations, please contact us for a quantity discount!

Enterprise Edition

The Enterprise version of the TimePilot software is designed for organizations that need a higher level of sophistication than TimePilot's Professional or Retail versions.

Enterprise has all the features the Professional Edition offers, plus:

- Automatic transmission of data over the internet—"the Cloud"—from remote locations to your main office. *Details...* ([enterprise-internet.htm](#))
- Multiple levels of user logins, so you can allow lower-level supervisors control over only their departments, while upper-level supervisors retain overall control. *Details...* ([enterprise-logins.htm](#))
- Supervisor approval of individual transactions; for instance, an excused tardiness. *Details...* ([enterprise-approval.htm](#))
- Up to six overtime levels (Professional allows up to three).

The Enterprise software is available as an upgrade to your current TimePilot software or as an option with all TimePilot timeclocks. Please click here ([enterprise-softwareupgrades.htm](#)) to purchase an upgrade. To purchase TimePilot Extreme Blue ([../ExtremeBlue/ExtremeBlue.htm](#)), TimePilot Vetro ([../Vetro/Vetro.htm](#)), TimePilot Tap ([../Tap/tap.htm](#))* or TimePilot PC ([../TPPC/TPPC.htm](#)) with the Enterprise software option, please see the products' information pages (or click its name in this sentence).

TimePilot software features

Feature	TimePilot Retail Edition	TimePilot Professional Edition	TimePilot Enterprise Edition
Software runs as a service on network Info (enterprise-service.htm)		•	•
Multiple levels of access Info (enterprise-logins.htm)			•
Connection with Cloud services like Dropbox Info (enterprise-internet.htm)			•
Ability to add notes to a transaction Info (enterprise-approval.htm)		•	•
Supervisors can indicate approval of a transaction Info (enterprise-approval.htm)			•
Manage local and remote clocks with "Cloud" function			•
Clock Manager handles all types of TimePilot clocks		•	•

Feature	TimePilot Retail Edition	TimePilot Professional Edition	TimePilot Enterprise Edition
Individual managers for Vetro and Extreme Blue clocks	!		
Multiple pay rates for individual employees based on time of day			!
Insert pay		!	!
Basic rounding (within X minutes before and after)	!	!	!
Advanced rounding (Round In/Out backwards or forwards; also Round In forward, Out back)		!	
Ability to monitor salaried employees		!	
Calculates employee's gross pay, as well as work hours		!	!
Snap-To		!	!
Overtime levels available	1	3	6
Ability to select location for a particular TimePilot PC Installation		!	!
User-defined exports		!	!
Label transactions as Jury Duty, Bereavement or Personal Time		!	!
Late and early tracking		!	!
Monitor paid breaks		!	!
Accept transactions from Android and iPhone TimePilot Apps (coming soon)		!	!
Calculate overtime	!	!	!
Auto Lunch (automatic clock-in and clock-out for lunch)		!	!
Pre-defined and customizable reports	!	!	!
Basic Reports: summary and transactions, by group or employee	!	!	!

Feature	TimePilot Retail Edition	TimePilot Professional Edition	TimePilot Enterprise Edition
Enhanced reports: Tardy, Job Site, Out Time, Late/Early, Daily Timesheet Info (enterprise-reports.htm)		●!	●!
Weekly Report			●!
Holiday pay	●!	●!	●!
Option to designate birthday as holiday		●!	●!
Alerts when hours exceed a pre-set amount	●!	●	●
Multiple shifts	●	●	●
Multiple departments	●!	●!	●!
Number of companies	1	Unlimited	Unlimited
Maximum employee capacity	2,000	2,000	2,000

Interested in upgrading your current TimePilot software? Click here for upgrade information and prices. (enterprise-softwareupgrades.htm)

TimePilot Professional Edition software and Enterprise Edition software are supported by TimePilot Corporation on the following editions of Windows 10: Windows 10 Home, Windows 10 Pro, Windows 10 Education and Windows 10 Enterprise. TimePilot Professional Edition software and Enterprise Edition software are on the in-market supported Windows 10 Current Branch for Business (CBB) servicing branches only and will be supported for the lifetime of the app or until January 1, 2027.

TimePilot Corporation, 340 McKee Street, Batavia, Illinois 60510

Phone: 630.879.6400 Fax: 630.879.8072

Home (<http://www.timepilot.com>) Timeclock Systems ([../clocks.htm](#)) iButton Locks (<http://www.CrossOverLock.com>) Accessories ([../Products/Accessories/accessories.htm](#)) Support Center ([../supportcenter.htm](#)) Downloads ([../Support/Downloads1.htm](#)) iButton Info ([../iButtoninfo.htm](#)) Testimonials ([../testimonials.htm](#)) Contact Us ([../contactus.htm](#)) About Us ([../aboutus.htm](#)) Search Site ([../search.html](#)) Sitemap ([../sitemap.html](#))

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION
TREASURER'S REPORT **November 30, 2018**

Beginning Balance	November 1, 2018	
Deposits		\$ 37,203.79
Arrow Energy--Credit Card Fuel Sales		\$ 2,510.09
Fuel Sales--Cash & Check		\$ 1,388.66
Rent		\$ 1,910.00
Shelby County Aviation--Ameren IP		\$ 23.45
Bank Interest		\$ 2.04
		\$ 5,834.24
		\$ 43,038.03

Bills Received and Paid		
Consolidated Communications		\$ 237.72
Shelby County Aviation--FBO November, 2018		\$ 3,500.00
Shelby Electric Cooperative		\$ 830.68
Steve Wempen--Bookkeeping November, 2018		\$ 200.00
Ameren Illinois		\$ 106.07
Illinois Department of Revenue--September Sales Tax Payment		\$ 462.00
City Area Water-Sewer Department		\$ 25.45
John Hall--Payment on New Mower		\$ 2,500.00
Hilton Plumbing--Porta Potties/Balloon Fest		\$ 595.00
Scott Jefson--Bearings for New Mower/Amazon		\$ 63.37
Shelbyville Ace Hardware--Building Maintenance		\$ 15.46
Shelby County Aviation--New Lights/Menards		\$ 212.91
Shelby County Aviation--New Wind Socks		\$ 164.73
Petro Maintenance--Repair Jet Fuel Pump		\$ 297.50
Sloan Implement Company--Mower Maintenance		\$ 206.63
Arrow Energy--2035 Gallon 100LL @ \$3.55014 Gal.		\$ 7,224.55
Arrow Energy--2506 Gallon Jet A @\$2.9764 Gal.		\$ 7,458.70
		\$ 24,100.77
		\$ 18,937.26

Shelby County State Bank		
Busey Bank		\$ 18,937.26
Farm Agency Account		\$ 161.76
Gas Receivable		\$ 49,643.40
Rent Receivable		\$ 2,877.22
Cash On Hand		\$ 1,805.00
Certificates of Deposit		\$ 265.59
		\$ 21,423.15
		\$ 95,113.38

F I L E D

D

DEC 06 2018

Jessica Fox
 SHENAY COUNTY CLERK

Total

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION

MINUTES OF MEETING

November 5, 2018

Members present at meeting:

Commissioners--Rick Brown, Steve Wempen, John Hall, Walt Lookofsky
County Board Members--Bruce Cannon, Bob Simpson, Bob Jordan
Airport Manager--Scott Jefson
Others Present--Jim Schwerman

Commissioner Rick Brown calls the meeting to order.

Rick asks Jim to go ahead with his farm update.

Jim starts out saying that we had good results with the crops this year. The soybeans made 72 bushel an acre and corn made about 210 bushel. Jim said this was the best soybean yield we ever had.

Jim also said he had been in close contact with Jim and Kevin after harvest to try and figure out what to do to prepare to have a hay crop next year. Jim then went on to explain some on what they had decided to do and what land was going to be taken out of production.

Jim informed the commission that that had a mishap with one of the concrete markers and that Scott had fixed the issue for them. Jim said he's still talking to Stewart Fox, who wasn't to interested but has come back talking about it. Still thinking a hundred dollars an acre, but next year won't be like that because the crop will just be getting established, so there will probably be some kind of by the bail rent for 2019. Scott mentions that while attending the TIPS meeting, IDOT did not mention the crops at all.

It was mentioned to Dennis Jarman and he replied that there was a small issue, but that it was no big deal. Scott then recommended that we plant corn there, but that would have to be the boards call. Scott said they, (IDOT), were more concerned about getting the ALP, (Airport Layout Plan), updated and that we had put that at the top of our list of future projects for the airport, which they were happy to see. Steve mentions IDOT's closing remarks at the TIPS meeting were that we would not be getting any more entitlement money until we at least got something in the planning for the ALP update. Jim then asks the commission what we wanted them to plant. Jim said that we were set up to go either way he, just needed to know. Jim then explained some about what would need mowed if we did put the ground back into crops. Scott asks what would be the best way for the waterway. Jim said it would be the same either way, that it would need to be bailed. A short discussion on the issue followed. Jim said that he didn't need to know right then but should know by December so we wouldn't lose and seed discounts.

A lengthy discussion followed on the matter of planting grass or crops.

Rick mentions talking to Dennis Jarman about this and telling him that we were not going to plant crops and that may be why Dennis had said it was a small issue when he was asked, that he thought we were going to comply. Scott then mentions several airports that have the same issue with crop clearances and that they still plant crops. There is more discussion and Jim then said he would talk to them and get back to us on what he finds out.

Jim asks if we had noticed the cover crop that was starting to look green. He said it was cereal rye and something called an oil seed radish. Jim mentions that he was promised that there wouldn't be much of a bad smell from it. Jim then talked some about the two cover crops.

Jim finished by mentioning that we decide what we want to do and let him know by the next meeting and then excused himself.

The minutes were read by all. Rick makes a motion to approve the minutes.

It was seconded by Walt and was approved by all saying aye.

The Treasurer's report was read by all. Walt makes a motion to approve the Treasurers Report. It was seconded by Rick and approved by all saying aye.

Bills Presented

Shelby County Aviation--New Wind Socks	\$	164.73
Arrow Energy--2506 Galloon Jet A @ \$2.9764 per Gal.	\$	7,458.70
Shelbyville Ace Hardware--Building Maintenance	\$	15.46
Petro Maintenance--Repair Jet Fuel Pump	\$	297.50

Sloan Implement Company--Mower Maintenance
Ameren

\$ 206.63
\$ 106.07

Rick made a motion to pay the bills as presented. John second it and it was approved by all saying aye.

Managers Report

Scott said he took Brian Coopers Ercoupe and put it in the empty 1/2 hangar which rents for \$55 per month and that opened up another hangar to rent.

Scott reports that he, John, Jeff and Steve all went to the TIPS meeting over at Capital Airport and things went very well. Scott said when asked about what was going on at Shelby County, that they have been hearing things, people flying in, activities, etc. that he just pretty well agreed and didn't say anything. They ask Steve about a balloon event we had and what activities might be involved. Steve said yes, that they had part of the Balloon Fest there and maybe have things like a bag drop or something. IDOT jumped on that and said that from now on for events held at the airport where people would be out on the ramped, that there needs to be safety study or something like that done first before we can do anything like that.

Scott said that last Tuesday he had the opportunity to have the CEO class of Shelby County out at the airport. He told how the airport was funded and about how he founded his business, how he operates his business and then took them on a tour of the airport.

Rick asks Scott if he had asked about IHI and about leasing a portion of our property for parking.

Scott said that Rob Waller brought that up first at the TIPS meeting and that he is going to work up a plan to submit to the FAA for dual use or dual purpose of the ground in question. An airspace study will have to be done and everything would have to be approved by the FAA. A short discussion on the issue followed. Bruce mentions the possibility the city purchasing 80 acres at the north end on the runway and doing a land swap and move the runway north. A short discussion followed on the idea.

Scott mentioned an Eric from one of the Solar companies contacted him again and asked about maybe installing enough solar panels to supply the airport with enough power to run it. He said he needed a years worth of invoices to see if it would be worth doing. Scott gave that info the Steve and he said he would work on it. A short discussion ensued on the issue.

Rick asks Scott about the water issue in Kenny Bakers hangar and Scott replied that he got that yard hydrant put in and that he had dug a big hole at the east end of the t-hangars but could not find the water line. Bruce asked Scott if the mower was all fixed up and ready for next year. Scott said it was that he had a couple spindles on the shelf for spares and had three to fix as soon as the bearings come in and that John had one at his shop. Scott said that a person that Don Gherardini knew that sold bearings had stopped by and watched as he tore one of the spindles down and that he would take one and see if he could see what the issue was with them. Some discussion followed.

Bruce asks Scott if we had sold the old mower and Scott said yes, that it went to a private airport up by Rockford and that we got \$2500 for it. It was then mentioned that we give John the money as a payment on the new mower and John eventually agreed.

Scott said a jet was in from Kinze Planters and took the courtesy van to Sloan Implement for a meeting. Scott said the fuel pump quit metering again and that they probably got some free fuel. After the jet fuel pump was repaired it was discovered that the copper wire is too large for the connection but was able to fix it.

Rick asks about how soon we would here if we are selected to receive some of the additional grant money the FAA has made available and Steve replied that no one knows, it's the government.

A short discussion on the issue followed.

New Business

Scott asks about talking to the county about a asphalt crack sealing machine. Some discussion followed on the matter. Scott also asks about renting or getting some one to restripe the runway. A lengthy discussion on painting the runway followed.

Rick makes a motion to adjourn and it was seconded by John.

Shelby County Airport and Landing Field Commission

Fuel Sales November, 2018

DATE	QUANTITY	CUSTOMER	INVOICE	PRICE	CREDIT CD	CHARGE	CASH
1-Nov-18	45.79	Credit Card Customer	954	\$ 4.69	\$	214.76	
2-Nov-18	3.43	Don Gherardini	955	\$ 4.64		\$ 15.92	
2-Nov-18	16.34	Credit Card Customer	956	\$ 4.69	\$	76.63	
3-Nov-18	3.69	Credit Card Customer	957	\$ 4.69	\$	17.31	
3-Nov-18	3.12	Credit Card Customer	958	\$ 4.69	\$	14.63	
3-Nov-18	21.85	Matt Figgins	959	\$ 4.64		\$ 101.38	
3-Nov-18	6.67	Credit Card Customer	960	\$ 4.69	\$	31.28	
3-Nov-18	6.24	Credit Card Customer	961	\$ 4.69	\$	29.27	
4-Nov-18	5.16	Credit Card Customer	962	\$ 4.69	\$	24.20	
4-Nov-18	44.06	Scott Jefson	963	\$ 4.64		\$ 204.44	
6-Nov-18	6.02	Credit Card Customer	964	\$ 4.69	\$	28.23	
7-Nov-18	11.83	Don Gherardini	965	\$ 4.64		\$ 54.89	
7-Nov-18	48.62	Credit Card Customer	966	\$ 4.69	\$	228.03	
7-Nov-18	8.12	Credit Card Customer	967	\$ 4.69	\$	38.08	
7-Nov-18	5.12	Credit Card Customer	968	\$ 4.69	\$	24.01	
8-Nov-18	34.10	Credit Card Customer	970	\$ 4.69	\$	159.93	
9-Nov-18	26.51	Credit Card Customer	971	\$ 4.69	\$	124.33	
10-Nov-18	9.10	Credit Card Customer	972	\$ 4.69	\$	42.68	
11-Nov-18	5.11	Credit Card Customer	973	\$ 4.69	\$	23.97	
11-Nov-18	14.88	Credit Card Customer	974	\$ 4.69	\$	69.79	
11-Nov-18	80.13	Credit Card Customer	975	\$ 4.69	\$	375.81	
11-Nov-18	2.47	Credit Card Customer	976	\$ 4.69	\$	11.58	
11-Nov-18	15.59	Rick Brown	977	\$ 4.64		\$ 72.34	
11-Nov-18	21.29	Credit Card Customer	978	\$ 4.69	\$	99.85	
12-Nov-18	15.14	Paul Canaday	979	\$ 4.64		\$ 70.25	
12-Nov-18	2.56	Credit Card Customer	980	\$ 4.69	\$	12.01	
12-Nov-18	4.00	Credit Card Customer	981	\$ 4.69	\$	18.76	
12-Nov-18	5.00	Cash Customer	982	\$ 4.69			23.45
12-Nov-18	7.31	Credit Card Customer	983	\$ 4.69	\$	34.28	
13-Nov-18	10.05	Credit Card Customer	984	\$ 4.69	\$	47.13	
14-Nov-18	5.13	Credit Card Customer	985	\$ 4.69	\$	24.06	
16-Nov-18	5.13	Credit Card Customer	987	\$ 4.69	\$	24.06	
16-Nov-18	2.12	Credit Card Customer	988	\$ 4.69	\$	9.94	
16-Nov-18	5.00	Credit Card Customer	989	\$ 4.69	\$	23.45	
17-Nov-18	55.13	Credit Card Customer	990	\$ 4.69	\$	258.56	
19-Nov-18	67.60	Ken Best	992	\$ 4.64		\$ 313.66	
20-Nov-18	5.33	Credit Card Customer	993	\$ 4.69			\$ 25.00
21-Nov-18	46.66	Credit Card Customer	994	\$ 4.69	\$	218.84	
11/21.18	21.92	Credit Card Customer	995	\$ 4.69	\$	102.80	
21-Nov-18	9.86	Rick Brown	996	\$ 4.64		\$ 45.75	
21-Nov-18	12.09	Credit Card Customer	997	\$ 4.69	\$	56.70	
21-Nov-18	7.92	Credit Card Customer	998	\$ 4.69	\$	37.14	
22-Nov-18	100.12	Don Kroenlien	999	\$ 4.64		\$ 464.56	
22-Nov-18	48.41	Don Kroenlien	1000	\$ 4.64		\$ 224.62	
23-Nov-18	6.09	Credit Card Customer	1001	\$ 4.69	\$	28.56	
23-Nov-18	7.00	Scott Jefson	1002	\$ 4.64		\$ 32.48	
24-Nov-18	12.37	Credit Card Customer	1003	\$ 4.69	\$	58.02	
24-Nov-18	5.12	Credit Card Customer	1004	\$ 4.69	\$	24.01	
24-Nov-18	44.31	John Livesay	1005	\$ 4.64		\$ 205.60	
24-Nov-18	13.74	Barry Brunken	1006	\$ 4.64		\$ 63.75	
25-Nov-18	4.33	Credit Card Customer	1007	\$ 4.69	\$	20.31	

Law Enforcement Committee
Meeting Agenda December 6th

1. Inmate Medical Contract
2. Vacation buyout 2018
3. Shop with a cop
4. Court house renovations
5. Cell Phone and phone usage policy
6. Review expenditures.

LAW ENFORCEMENT COMMITTEE

December 6, 2018

Sheriff Koonce called the meeting to order at 9:00 a.m. with the following members of the committee present: Kay Kearney and Bob Simpson and Richard Hayden. Undersheriff McCall served as secretary.

Undersheriff McCall reported on the progress of the new inmate medical contract. Both Corrections SGT's have recently attended a training seminar with our company, and all Corrections Officers have been trained in the new procedures by our medical team. We are very pleased so far with the service and added medical treatment of our inmates.

There will be a Vacation buy back on December 14 payroll for any hours left on the books. As of now it looks to be around 500 of unused vacation will be cleared.

The shop with a Cop program will take place Sunday December 9th at 5:00 p.m. at the Shelbyville Walmart. It is expected around 62 kids will be hosted this year. Sheriff Koonce recognized SGT Justin Dudra for his work and spearheading the program for all Law Enforcement agency that operate in the County.

Sheriff Koonce gave a briefing on the Court House renovations.

Undersheriff McCall updated committee for the approved plan to supply all patrol Deputies with county cell phones for added security and communication improvement. The phones have been purchased at no cost and are ready to be deiminated with the service plan to start in January. A policy has been written for the usage of the Sheriff's Office issued phones and for phone usage in general. The Committee reviewed the policy and no changes were suggested.

The Committee reviewed the expenditures and the Sheriff's special fund account.

Respectfully submitted

Rob McCall

REGIONAL OFFICE OF EDUCATION #11
Report of Official Acts - Fiscal Year 2018

DEC 06 2018

Jessica Doy

SHELBY COUNTY CLERK

Dec 2017-Feb 2018	Mar-May 2018	June-Aug 2018	Sept-Nov 2018
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Committees & Boards

Regional Board of School Trustee Meetings	0	1	0	1
Reorganization/Detachment Hearings	0	1	0	1
Regional Office of Education Committee Meetings	1	1	1	1
Professional Development Advisory Committee Meetings	1	0	0	0

GED

GED Registrations	62	100	33	72
Candidates completing initial exam	20	36	20	25
Candidates Retested	12	26	15	20
Official Transcripts issued	25	47	32	24

Bus Drivers

Initial Bus Driver Courses Held	3	0	3	2
Initial Bus Driver Course Participants	20	0	46	25
Refresher Bus Driver Courses Held	2	1	14	3
Refresher Bus Driver Course Participants	20	1	327	101

Student Services

Grant Funded Employees (TAOEP, RSSP, ROE/ISC, IVPA)	21	21	21	21
# of Students in "Beacons"	43	50	51	42
# of Students in "Bridges" (Safe Schools Program)	81	90	58	107
# of Students in "Pathways" (Lake Land Alt. Educ. Prog.)	52	52	68	62
# of Homeless Students	585	704	0	557
Home School Packets to Parents/Guardians	12	11	12	11
Home School Students Registered	6	5	2	7
Warranty Letters Sent to Parent/Guardian	26	27	1	13
Truancies Referred to State's Attorney	4	3	0	5

Health/Life Safety

Buildings Inspected	28	1	1	45
Special Ed Facilities	3	0	0	0
Alternative Schools	4	0	0	0
Building Permits Issued	0	6	2	2
Building Occupancy Permits Issued	1	1	4	1
Demolition Permits Issued	0	0	0	0
Temporary Facility Occupancy Permits Issued	0	5	1	0
Amendments processed / 10 Year Surveys processed	9	0	4	4
Maintenance Grants	0	0	0	0
School Energy Efficient Grants	0	0	0	0

Compliance Visits

Shelbyville - Dec. 12	x			
Villa Grove - Jan. 16	x			
Paris Coop High School - Feb. 27	x			

Misc.

Application for Recognition of Schools (Public)	0	0	0	0
Application for Recognition of Schools (Non-Public)	0	1	0	0
School Calendars Approved	14	10	9	0

LOCAL FUNDS

Description	Flow Through			Dec 2017-Feb 2018	Mar-May 2018	June-Aug 2018	Sept-Nov 2018
PD Office Operations Reimb. Prof. Serv.		LOCAL	199905	\$500.00	\$72.76	\$0.00	\$0.00
Health Insurance Reimb.	X	LOCAL	199905	\$116.80	\$0.00	\$0.00	\$6,299.53
Special Admin		LOCAL	104000	\$0.00	\$0.00	\$0.00	\$0.00
External Bookkeeper Admin		LOCAL	104000	\$0.00	\$0.00	\$0.00	\$0.00
IVPA Admin		LOCAL	104000	\$0.00	\$0.00	\$0.00	\$0.00
RTA Postage reimb - Institute	X	LOCAL	104000	\$24.84	\$152.32	\$128.38	\$463.44
State Aid Admin Fees Collected		LOCAL	199902	\$800.00	\$600.00	\$200.00	\$1,077.97
Workshop Fees Collected		LOCAL	199308	\$11,685.00	\$5,670.00	\$525.00	\$6,620.06
Local Service Testing Fees		LOCAL	199301	\$1,560.00	\$43.75	\$907.00	\$2,372.50
Star Lab Rental Fees		LOCAL	199308	\$100.00	\$100.00	\$0.00	\$0.00
Gifted GES Independent Study		LOCAL	199308	\$0.00	\$0.00	\$0.00	\$0.00
Direct Services Funds from school districts		LOCAL	199303	\$8,287.59	\$737.18	\$922.49	\$0.00
Direct Services Funds ISBE reimb. RBST mileage	X	LOCAL	199303	\$0.00	\$0.00	\$330.07	\$0.00
Cert Fees Collected - ROE Portion (Credit Card Online)		LOCAL	101001	\$4,950.00	\$33,940.00	\$26,270.00	\$7,045.00
Fingerprint Fees Collected	X	LOCAL	199301	\$3,250.00	\$1,690.00	\$1,570.00	\$4,510.00
Bus Refresher Fees Collected		LOCAL	103000	\$10.00	\$2,550.00	\$1,410.00	\$520.00
Bus Initial Collected		LOCAL	399902	\$0.00	\$300.00	\$220.00	\$80.00
GED Transcript Fees Collected		LOCAL	102000	\$935.50	\$1,430.25	\$940.25	\$631.00
Lunch Money collected at Bridges sites	X	LOCAL	300100	\$0.00	\$0.00	\$0.00	\$0.00
Local AIM donations		LOCAL	369501	\$0.00	\$150.00	\$0.00	\$0.00
IVPA speaker conf. exp. Donation	X	LOCAL	199308	\$0.00	\$1,250.00	\$2,428.38	\$0.00
APEX / STARS suite (license)	X	LOCAL	199303	\$23,000.00	\$2,125.00	\$80.00	\$0.00
Summer STARS suite (license)	X	LOCAL	199304	\$0.00	\$0.00	\$0.00	\$925.00
Douglas Co. CEO	X	LOCAL	199901	\$6,071.84	\$9,107.76	\$9,125.76	\$12,191.68
Trustees Detachments/Anex		LOCAL	199901	\$0.00	\$1,500.00	\$0.00	\$1,500.00
Illini IASA Dues	X	LOCAL	199901	\$0.00	\$0.00	\$240.00	\$0.00
Rotary Grant	X	LOCAL	192002	\$3,125.00	\$0.00	\$2,246.05	\$0.00
County School Facility Sales Tax to school districts	X	LOCAL	106000	\$2,335,568.30	\$2,154,211.41	\$2,382,332.00	\$2,413,398.37
Total Flowthrough				\$2,399,984.87	\$2,215,630.43	\$2,429,875.38	\$2,457,634.55
Total ROE				\$26,391.64	\$3,967.32	\$2,398,480.64	\$12,197.97
				\$2,373,593.23	\$2,211,663.11	\$31,394.74	\$2,445,436.58

STATE FUNDS

Description	Flow Through			Dec 2017-Feb 2018	Mar-May 2018	June-Aug 2018	Sept-Nov 2018
State Aid RSSP Revenue		STATE	300100	\$141,004.00	\$105,753.00	\$70,502.03	\$105,753.00
State Lunch \$ Received		STATE	300100	\$0.00	\$471.84	\$943.72	\$518.72
State Aid - TAOEP Revenue		STATE	300105	\$42,159.92	\$31,619.98	\$29,933.56	\$58,180.68
TAOEP AIM Revenue		STATE	369500	\$0.00	\$77,635.00	\$100,269.00	\$0.00
RSSP (Bridges) Revenue		STATE	369600	\$7,834.00	\$51,050.00	\$70,470.00	\$7,832.00
RSSP COOP Revenue		STATE	399904	\$0.00	\$24,420.00	\$31,879.00	\$0.00
State Aid - Other YS		STATE	399902	\$0.00	\$0.00	\$58,983.86	\$0.00
IL Comptroller reimb - V. Gallo		STATE	399902	\$0.00	\$0.00	\$0.00	\$0.00
Initial Bus Training State Revenue		STATE	104000	\$0.00	\$0.00	\$1,523.00	\$0.00
ROE/ISC State Revenue		STATE	373006	\$47,708.00	\$35,781.00	\$35,188.00	\$34,887.00
IL Violence Prevention Assoc (IVPA)	X	STATE	199313	\$0.00	\$9,381.12	\$9,381.12	\$12,356.51
IVPA Arrest Grant	X	STATE	199314	\$0.00	\$0.00	\$10,846.35	\$0.00
State Aid - LLC Pathways/ sent to LLC	X	STATE	300105	\$125,679.68	\$94,259.78	\$0.00	\$68,299.02
Other State Aid - LLC Pathways/ sent to LLC	X	STATE	399906	\$0.00	\$0.00	\$40,472.39	\$0.00
Total Flowthrough				\$364,385.60	\$430,371.72	\$460,392.03	\$287,826.93
Total ROE				\$125,679.68	\$103,640.90	\$60,699.86	\$80,655.53
				\$238,705.92	\$326,730.82	\$399,692.17	\$207,171.40

FEDERAL FUNDS

Description	Flow Through			Dec 2017-Feb 2018	Mar-May 2018	June-Aug 2018	Sept-Nov 2018
Fed Lunch \$ Received		FED	300100	\$32,513.84	\$29,158.05	\$54,186.29	\$27,459.63
SSOS Foundational Services		FED	492000	\$6,294.96	\$22,463.05	\$10,931.33	\$4,156.37
Homeless - Fed Rev.		FED	492000	\$53,754.00	\$33,576.00	\$111,455.00	\$10,525.00
Math & Science Partnership Grant		FED	493600	\$0.00	\$0.00	\$66,217.12	\$67,044.49
Title II Teacher Leadership - Fed Rev		FED	493500	\$1,000.00	\$0.00	\$700.00	\$500.00
Title II Teacher Qual - Fed Rev		FED	493200	\$0.00	\$0.00	\$0.00	\$0.00
Total Flowthrough				\$93,562.80	\$85,197.10	\$243,489.74	\$109,685.49
Total ROE				\$0.00	\$0.00	\$0.00	\$0.00
				\$93,562.80	\$85,197.10	\$243,489.74	\$109,685.49

COUNTY FUNDS

Description	Flow Through			Dec 2017-Feb 2018	Mar-May 2018	June-Aug 2018	Sept-Nov 2018
Maintenance Fund**		COUNTY	104000	\$0.00	\$0.00	\$0.00	\$0.00
County Board Support		COUNTY	104000	\$0.00	\$101,805.74	\$101,805.74	\$0.00
Total Flowthrough				\$0.00	\$101,805.74	\$101,805.74	\$0.00
Total ROE				\$0.00	\$0.00	\$0.00	\$0.00
				\$0.00	\$101,805.74	\$101,805.74	\$0.00

** Maintenance Fund Balance -- \$12,182.58

SHELBY COUNTY INSURANCE COMMITTEE MEETING

November 28, 2018

The Shelby County Insurance committee met on Wednesday, November 28, 2018 at 2:00 P.M. at the Courthouse in Shelbyville, Illinois.

Those in attendance were Insurance Committee members Barbara Bennett, Bryon Coffman, Kay Kearney and Terry Metzger. Board chairman David Cruitt and County Clerk Jessica Fox were also in attendance, as was Chris Smith from Gallagher Insurance.

The County Board approved Gallagher Insurance through CIRMA as Shelby County's new liability insurance provider at the November 14 County Board meeting. Some questions were brought to light recently that the committee wanted to address prior to coverage becoming effective on 12/1/2018. A recent news article in the Effingham Daily News stated Effingham County's rates went up \$116,000 in their renewal with CIRMA. Smith explained that because the Effingham county Board decided to put the liability insurance for bid, Gallagher and CIRMA were required to look at all of the loss runs and claims. Smith stated Effingham County has been with CIRMA for 9 years, bid the insurance 3 times and continues to renew with Gallagher and CIRMA.

State's Attorney Vonderheide has reviewed the contract and has no concerns. In discussions with other area lawyers and counties insured with CIRMA, all reports were positive and favorable. Smith reported that CIRMA is a unique program because 20 counties coming together allows for higher limits for liability coverage.


Smith answered all questions regarding the liability insurance to the satisfaction of the committee members present. Training for the County Clerk and Treasurer will take place on December 13.

Clerk Fox updated the committee that health screens for those employees covered by the county's health insurance will take place on December 6th. Each employee received a letter and needs to do an online survey and schedule their screening.

Coffman made motion to adjourn the meeting. Metzger seconded said motion, which passed by voice vote (4 yes, 0 no).

The meeting was adjourned at 2:55 PM.

Jessica Fox, Shelby County Clerk



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Agency*

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ADMINISTRATOR
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Rich_Stokluska@ajg.com



DONNA ROGERS
MED, SPHR, SHRM-SCP
HUMAN RESOURCES
CONSULTANT
(217) 414-1297
hr.cirma@gmail.com

CIRMA's Human Resource, Legal and Loss Control teams perform the core functions of identifying members' risks and help to prioritize and implement best practices to reduce each county's potential for loss.

HUMAN RESOURCES (HR) HOTLINE

The CIRMA HR Hotline is ready to assist county officials by delivering timely advice and answers to specific HR and employment-related questions. Simply call our hotline number or submit your question by text or email. Our HR consultants will provide step-by-step guidance to resolve your personnel issue in a professional and respectful manner.

Guidance is available in areas such as:

- Employee Relations and Behavioral Issues
- Unemployment and Workers' Compensation
- Harassment and Discrimination Allegations
- Family and Medical leave Act (FMLA)
- ADA Compliance and Accommodations
- Performance Management
- Wage and Hour Issues
- Discipline and Terminations
- COBRA Compliance
- Employee Benefits
- Leaves of Absence

BASELINE ASSESSMENTS AND FILE REVIEWS

CIRMA conducts baseline assessments and file reviews for each Agency member to gather high-level information about how they assure compliance in the areas of employment practices. The process includes direct communication with elected/appointed officials and HR Coordinators to ensure compliance of specific recommendations.

EMPLOYEE HANDBOOK REVIEW

CIRMA conducts a review and rewrite of employee handbooks for each Agency member. The rewrite takes into consideration best business practices as well as policies which are compliant with current local, state and federal laws.

POLICY AND FORM DEVELOPMENT

Agency members are provided assistance in the development and formulation of HR policies that reflect each county's compliance with regulatory requirements. Assistance may include job descriptions.

SAFETY MANUAL REVIEW

Workplace safety is a process that seeks to eliminate or reduce risks of injury or illness to employees. CIRMA provides a review and rewrite of current safety manuals. Policies and procedures are devised and integrated into the county's overall management and administrative processes.

TRAINING SEMINARS AND WEBINARS

The workplace of today is constantly changing with new laws and technologies affecting employment. Our team of professional consultants and legal advisors offer a wide variety of training programs that are available for all county departments including law enforcement.

**We offer more than insurance coverage.
We offer a partnership to share in your protection.**

LAW ENFORCEMENT

CIRMA is partnered with Lexipol to offer the most comprehensive solution for managing policy and procedure in law enforcement agencies. Members receive a discounted rate on Lexipol package services including Policy Manual Development specific to federal and Illinois state law which can be customized by each county and Daily Training Bulletins which give CIRMA member agencies the ability to train and test employees on policies and procedures.



CIRMA's exclusive agreement with Guard1 by Timekeeping Systems provides your Sheriff with a broad schedule of products and services to better manage correctional facilities. Track inmate movement in real-time; manage the various tasks your officers perform — distribution of meals and medication; document cell checks, suicide watches, perimeter or safety patrols using the PIPE. Members receive a discounted rate on Guard1 package services.

HEALTH CARE

CIRMA members receive Medcor Health Navigation and Clinical Services at no cost to the county. Medcor provides on-site clinics, telephonic injury triage, health screenings, drug testing, and safety services that navigate health needs at worksites. Medcor reduces costs by avoiding unnecessary treatments and their associated expenses, by operating efficiently without the administrative costs of claims, through early intervention to help patients get the right level of care, and through prevention services.



Take advantage of the CIRMA legal hotline!



As a CIRMA member, your county is provided access to legal advice and opinions from Dykema, a leading national law firm, serving business and government entities worldwide on a wide range of complex issues. Legal opinions are provided at no cost to the county.

*Upholding
the rights of
our clients.*



Heyl Royster is a regional Midwest law firm with more than 120 lawyers and seven offices located in Illinois and Missouri. In addition to providing legal services for government entities, the law firm collaborates with CIRMA to conduct annual training seminars on current case law, issues in claims handling and new employment laws.

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SUITE 101
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SHELBY COUNTY BUDGET MEETING

November 29, 2018

The Shelby County Budget Committee met on Thursday, November 29, 2018, at 9:00 A.M. at the Courthouse in Shelbyville, Illinois.

Chairman David Cruitt called the meeting to order. Those Budget members in attendance were Cannon, Amling, Lenz, Mulholland, Gergeni and Kearney. Office heads in attendance were Clerk Fox, Treasurer Ramey and Treasurer-elect Erica Firnhaber.

Treasurer Ramey addressed the Board regarding the IMRF lump sum payment of \$750,000 that had been decided by the committee at the October 24th meeting. Ramey stated this doesn't leave enough reserves to pay IMRF for the remainder of the year. Currently, our IMRF deficit is 1.4 million and has an interest rate of 7.5%. Discussion was held.

Cannon made motion to amend his motion from 10/24/18 to adjust a lump sum payment in December from \$750,000 to \$500,000. Amling seconded said motion, which passed by voice vote (7 yes, 0 no).

There was no old business to discuss.

Under new business, Clerk Fox informed the committee that the County had recently gotten a freedom of information request for timecards for all county employees (County Clerk's and Treasurer's office) who work in the Courthouse (no department uses or has used timecards in 40+ years). As a result of this, Fox began a time sheet policy in the Clerk/Recorder's office as of 11/19/2018. While Fox did say time is tracked in the Clerk's office, as is vacation, sick, etc., however, there is no definite means of time keeping throughout the County. In speaking with Treasurer-elect Firnhaber, Fox stated that changes regarding time keeping were currently being researched.

Treasurer-elect Firnhaber stated in reading the AFSCME contract, it specifically states under Article XXI, Section 1. That the employer shall maintain accurate, daily attendance records (Page 24 of contract). Firnhaber informed the committee that beginning December 3, her employees will also keep a time sheet. Discussion was held regarding time keeping procedures, time clocks, etc. Fox stated she has spoken to other counties regarding their time keeping policies and found that most do not keep timecards. Fox stated both she and Firnhaber plan on speaking first with Fees and Salaries on December 12 regarding time keeping procedures. Labor Relations Chair Kearney suggested office heads be invited to attend so she could get thoughts from both office heads' perspective and employees regarding this issue.

Lenz made motion to adjourn the meeting. Amling seconded said motion, which passed by voice vote and the meeting was adjourned at 9:44 AM.

Jessica Fox, Shelby County Clerk

IMRF	Employer Contribution	ECO Contribution	Total	
September 2018	\$ 35,750.36	\$ 17,409.83	\$ 53,160.19	2 pays
October 2018	\$ 36,896.14	\$ 17,409.83	\$ 54,305.97	2 pays
November 2018	55,278.80	17,409.83	\$ 72,688.63	3 pays
December 2018	38,000	17,409.83	\$ 55,409.83	2 pays
January 2019	35,000	15,651.83	\$ 50,651.83	2 pays
February 2019	↓	↓	\$ 50,651.83	2 pays
March 2019	↓	↓	\$ 50,651.83	2 pays
April 2019	↓	↓	\$ 50,651.83	2 pays
May 2019	55,000	↓	\$ 70,651.83	3 pays
June 2019	35,000	↓	\$ 50,651.83	2 pays
July 2019	↓	↓	\$ 50,651.83	2 pays
August 2019	↓	↓	\$ 50,651.83	2 pays

IMRF	Employer Contribution	ECO Contribution	Total	
September 2017	\$ 37,037.30	\$ 20,380.50	\$ 57,417.80	2 pays
October 2017	\$ 36,243.97	\$ 20,380.50	\$ 56,624.47	2 pays
November 2017	\$ 36,217.01	\$ 20,380.50	\$ 56,597.51	2 pays
December 2017	\$ 56,464.60	\$ 20,380.50	\$ 76,845.10	3 pays
January 2018	\$ 38,514.30	\$ 17,409.83	\$ 55,924.13	2 pays
February 2018	\$ 36,327.77	\$ 17,409.83	\$ 53,737.60	2 pays
March 2018	\$ 35,812.48	\$ 17,409.83	\$ 53,222.31	2 pays
April 2018	\$ 36,273.28	\$ 17,409.83	\$ 53,683.11	2 pays
May 2018	\$ 36,141.95	\$ 17,409.83	\$ 53,551.78	2 pays
June 2018	\$ 53,179.26	\$ 17,409.83	\$ 70,589.09	3 pays
July 2018	\$ 36,610.12	\$ 17,409.83	\$ 54,019.95	2 pays
August 2018	\$ 38,117.47	\$ 17,409.83	\$ 55,527.30	2 pays
Average	\$ 39,744.96	\$ 17,409.83	\$ 57,154.79	

Average Yearly \$ 685,857.48

1,156,850.72 +
 73,305.60 -
 55,409.83 -
 50,651.83 -
 50,651.83 -
 50,651.83 -
 50,651.83 -
 70,651.83 -
 50,327.83 -
 70,651.83 -
 50,327.83 -

011

603,537.626 +

Animal Control

November 28, 2018

9:00 a.m.

Brad, Bob, Jerry, Kay
Dr. Spesard

Reviewed bills and payroll

Dog Wash October = 351.50
YTD = \$4,311.50

The truck will need new tires; Brad
will be checking prices.

The Committee decided to change the
December meeting to the 19th
instead of the 26th.

FILED
NOV 28 2018

Jessica Fox
SHELBY COUNTY CLERK

Insurance
Nov 20, 2018

Randy Bieker, Travis Schmidt from
Shelbyville Insurance to summarize
Health Insurance usage.

Jay Kearney, Terry Metzger, Bryan Coffman,
Gark Bennett.

If was Blue Cross would have been about 60,000
renewals

"^{very} high claims this year"

Some Retention level

We are spreading risk ^{among} ~~among~~ other
people in captive.

will be increase

FILED
NOV 20 2018

J. [Signature]
HEMBY COUNTY CLERK

C.E.F.S. Economic Opportunity Corporation

"Community Action Agency"



1805 S. Banker Street, P.O. Box 928
Effingham, IL 62401-0928
PHONE: (217) 342-2193 ~ FAX: (217) 342-4701
EMAIL: cefs@cefseoc.org
WEBSITE: www.cefseoc.org

PAUL D. WHITE
Chief Executive Officer

November 15, 2018

TO: Jessica Fox
Shelby County Clerk
301 E. Main
PO Box 320
Shelbyville, IL 62565

FROM: Susan Love
Transportation Director
1805 S. Banker St.
Effingham, IL 62041

F I L E D
NOV 19 2018
Jessica Fox
SHELBY COUNTY CLERK

During the month of October, Nathan Nichols, Mobility Manager, attended the Interagency Meeting. He established a contract with the Balloon Fest. He also distributed updated calendars and info to various locations. Enclosed are copies of the Shelby County October PCOM report to share with your board members. Please contact Susan Love, Transportation Director, at 217-342-2193 ext. 161 or by e-mail at salove@cefseoc.org if there are any questions.

Susan Love
Transportation Director

Enclosures

EQUAL OPPORTUNITY EMPLOYER

C. E. F. S./Central Illinois Public Transit
Grant Recipient Monthly Monitoring Outcome Report
Shelby County

Monitoring Indexes	Hours of Service for Shelby County Transportation are 6:00 A.M. to 6:00 P.M.												Total
	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	
Number of Days of Service	21	23	19	24									87
Number of Trips	1,550	2,090	2,370	3,012									9,022
Number of Vehicles	9	9	9	9									36
Revenue Vehicle Hours	981	1,091	959	1,122									4,153
Revenue Vehicle Miles	12,613	14,597	12,362	13,931									53,503
DOAP Revenues													\$0
5311 Revenues													\$0
Contract Revenues													\$0
Fares	\$526	\$5,717	\$90	\$15,112									\$20,919
System Expenses	\$30,396	\$335	\$514	\$433									\$1,808
Net Revenues	-\$29,870	-\$32,919	-\$36,018	-\$21,432	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	-\$142,966
Ridership	80	145	132	136									493
Trip Denials	1	1	1	2									5
Trip Denied but Provided	0	0	0	0									0
Cost per Trip	\$19.61	\$18.65	\$15.45	\$12.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.85
Cost per Hour	\$30.98	\$35.72	\$38.19	\$32.96	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.42
Cost per Mile	\$2.41	\$2.67	\$2.96	\$2.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.67
Maintenance of Vehicles	7	10	7	7									31
Maintenance of Facilities	0	0	0	0									0
New Service Contracts	0	2	0	1									3
Overtime Hours	32	86	47	72									237
Complaints	0	0	0	0									0
Vehicle Accidents	0	0	0	0									0
Mobility Index Outcomes/Efforts	0.069	0.093	0.106	0.135	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.403
Annualized Mobility Index	0.832	0.977	1.075	1.210	0.968	0.807	0.692	0.605	0.538	0.484	0.440	0.403	0.403
(Note - Annual Goal is .69)													
2010 Census Rural Population													
Shelby County	22,363												

F I L E D

NOV 19 2018

Jessica Fox
SHELBY COUNTY CLERK

C.E.F.S. ECONOMIC OPPORTUNITY CORPORATION
Statement of Revenues and Expenditures - Unposted Transactions Included In Report
SHE - SHELBY COUNTY
From 10/1/2018 Through 10/31/2018

	Current Period Actual	Current Year Actual	Total Budget - Original
REVENUES:			
Program Income	15,112.34	20,919.01	0.00
Local Cash	433.00	1,807.80	0.00
Other Income	0.00	946.75	0.00
Total REVENUES:	15,545.34	23,673.56	0.00
EXPENDITURES			
Labor	22,321.51	78,222.59	0.00
Fringe Benefits	5,328.20	18,910.13	0.00
Services	592.57	2,658.18	0.00
Materials & Supplies	6,149.90	25,686.32	0.00
Utilities	685.99	3,843.67	0.00
Miscellaneous	625.74	3,184.32	0.00
Leases & Rentals	392.72	1,269.22	0.00
Total EXPENDITURES	36,096.63	133,774.43	0.00
INDIRECT COSTS			
Indirect Costs	0.00	9,191.22	0.00
Total INDIRECT COSTS	0.00	9,191.22	0.00

FILED

NOV 10 2018

Jessica Fox
SHELBY COUNTY CLERK

Zoning/EMA/PCOM Report

Shelby County Board Meeting 12/12/18

Zoning

1 Building Permits Issued in November
 1 Mobile Home

Planning Commission met November 28th. Board of Appeals met on November 29th. On the agenda was a petition for Zoning Amendment:

Tom Carr
 32; Windsor Township
 2551 E 1550 North Rd
 Ag to GB for the operation of a gunsmithing and firearm dealer business.

EMA

The Shelby County Emergency Operations Plan 2018 was approved by IEMA. Next time it will be reviewed is in 2020.

Providing mutual aid to Christian County for their tornado response. Assisted with EOC management and disaster planning.

911 Board Meeting 12-13-18.

Attending IESMA Exec Board on Dec 7th.

Was interviewed for the WTIM radio show on winter preparedness tips on November 16th.

PCOM

Please Reference PCOM Report in Board Packet.

CIPT beginning more outreach to local groups that would like them to speak about the service if anyone has a recommendation, please let us know.

November Building Permit Log							
Permit #	Date	Name	Township	Parcel ID	Type	Est. Cost	Fee
11/26/2018	12/3/2018	Jeremy Sickles	07; Lakewood	0918-07-16-408-001	Mobile Home	N/F	\$ 175.00

**ATTENTION
COUNTY BOARD MEMBERS**

UNITED COUNTIES
COUNCIL OF ILLINOIS



217 East Monroe #101
Springfield, IL 62701
217-544-5585
uccci@unitedcounties.com

**2019
TRAINING SEMINAR
SCHEDULE**

**REGISTRATION
WILL BE REQUIRED**

Regional Training Seminars
Sponsored by United Counties Council of Illinois

- **January 28, 2019**
in Springfield
- **February 15, 2019**
in Dixon
- **March 15, 2019**
in Mt. Vernon

TOPICS

Open Meetings Act
Freedom of Information Act
Local Records
Duties of Chairman

First Amendment & Social Media Issues
Resulting Liability to Counties

Strategic Planning & Economic Development for County Board Members

UCCI is pleased to announce the scheduling of these three regional training seminars focused specifically on the duties and responsibilities of County Board Members. These seminars are open to all Illinois county board members; and, as with all UCCI events, there is no charge to attend. Registration will be required, however, for catering purposes.

Please contact the UCCI office if you or your county are interested in receiving specific information about any of these seminars.

We also invite you to visit our website ... www.unitedcounties.com. For your added convenience, details and registration forms will be posted soon.

SCHEDULE
8:30 AM ~ Breakfast
9:00 AM ~ Seminar

Shelby County

Monthly Balance Sheet

Shelby County

		<u>11/30/2018</u>
ASSETS		
GENERAL	001-1000-00-00 CHECKING	\$10,000.00
GENERAL	001-1001-00-00 COUNTY PAYROLL CLEARING	\$34,492.85
GENERAL	001-1100-00-00 PETTY CASH	\$5,000.00
GENERAL	001-1101-00-00 PROBATION CASH	\$50.00
GENERAL	001-1300-00-00 MONEY MARKETS	\$2,515,775.32
GENERAL	001-1400-00-00 CERTIFICATE OF DEPOSITS	\$647,675.84
GENERAL	001-1999-00-00 DUE TO/DUE FROM GENERAL FUND	\$473,538.09
Totals for Fund 001:		<u>\$3,686,532.10</u>
COUNTY HEALTH	002-1100-00-00 PETTY CASH	\$135.64
COUNTY HEALTH	002-1200-00-00 SAVINGS	\$151,712.04
COUNTY HEALTH	002-1300-00-00 MONEY MARKETS	\$27,479.20
Totals for Fund 002:		<u>\$179,326.88</u>
ANIMAL CONTROL	003-1300-00-00 MONEY MARKETS	\$58,801.90
ANIMAL CONTROL	003-1400-00-00 CERTIFICATE OF DEPOSITS	\$38,140.76
Totals for Fund 003:		<u>\$96,942.66</u>
AMBULANCE	004-1200-00-00 SAVINGS	\$127,977.00
AMBULANCE	004-1400-00-00 CERTIFICATE OF DEPOSITS	\$23,743.09
Totals for Fund 004:		<u>\$151,720.09</u>
MENTAL HEALTH	005-1300-00-00 MONEY MARKETS	\$1,710,083.00
MENTAL HEALTH	005-1400-00-00 CERTIFICATE OF DEPOSITS	\$154,330.10
Totals for Fund 005:		<u>\$1,864,413.10</u>
IMRF	006-1200-00-00 SAVINGS	\$1,156,850.72
IMRF	006-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$54,255.23)
Totals for Fund 006:		<u>\$1,102,595.49</u>
SOCIAL SECURITY	007-1200-00-00 SAVINGS	\$286,570.09
Totals for Fund 007:		<u>\$286,570.09</u>
INDEMNITY	008-1200-00-00 SAVINGS	\$62,416.67
INDEMNITY	008-1400-00-00 CERTIFICATE OF DEPOSITS	\$55,017.48
Totals for Fund 008:		<u>\$117,434.15</u>
HEALTH INSURANCE	009-1002-00-00 SECTION 105	\$45,884.07
HEALTH INSURANCE	009-1203-00-00 SHELBY CO GROUP INSURANCE	\$47,934.07
HEALTH INSURANCE	009-1450-00-00 PARADIGM HOLDINGS	\$46,662.00
HEALTH INSURANCE	009-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$122,173.05)
Totals for Fund 009:		<u>\$18,307.09</u>
COURT SECURITY	010-1200-00-00 SAVINGS	\$3,704.86
Totals for Fund 010:		<u>\$3,704.86</u>
COUNTY BRIDGE	011-1300-00-00 MONEY MARKETS	\$255,705.78

Shelby County
Monthly Balance Sheet
 Shelby County

		<u><u>11/30/2018</u></u>
	Totals for Fund 011:	\$255,705.78
COUNTY HIGHWAY	012-1200-00-00 SAVINGS	\$201,731.89
	Totals for Fund 012:	\$201,731.89
FASM	013-1300-00-00 MONEY MARKETS	\$152,025.33
	Totals for Fund 013:	\$152,025.33
COUNTY MFT	014-1300-00-00 MONEY MARKETS	\$620,482.61
	Totals for Fund 014:	\$620,482.61
TOURISM	015-1200-00-00 SAVINGS	\$8,202.25
	Totals for Fund 015:	\$8,202.25
PROBATION	016-1200-00-00 SAVINGS	\$176,372.48
PROBATION	016-1400-00-00 CERTIFICATE OF DEPOSITS	\$98,564.54
	Totals for Fund 016:	\$274,937.02
ASSIST COURT	017-1200-00-00 SAVINGS	\$7,438.26
	Totals for Fund 017:	\$7,438.26
LAW LIBRARY	018-1200-00-00 SAVINGS	\$3,184.40
	Totals for Fund 018:	\$3,184.40
AUTOMATION	019-1200-00-00 SAVINGS	\$51,112.13
	Totals for Fund 019:	\$51,112.13
RECORDING	020-1200-00-00 SAVINGS	\$165,388.84
	Totals for Fund 020:	\$165,388.84
DRUG TRAFFIC PREVENTION	021-1200-00-00 SAVINGS	\$773.20
	Totals for Fund 021:	\$773.20
AIRPORT	022-1000-00-00 CHECKING	\$2,017.21
AIRPORT	022-1300-00-00 MONEY MARKETS	\$31,466.75
AIRPORT	022-1400-00-00 CERTIFICATE OF DEPOSITS	\$20,659.75
	Totals for Fund 022:	\$54,143.71
CEFS	023-1200-00-00 SAVINGS	\$1,876.62
	Totals for Fund 023:	\$1,876.62
HOME NURSING	024-1300-00-00 MONEY MARKETS	\$885,305.47
HOME NURSING	024-1400-00-00 CERTIFICATE OF DEPOSITS	\$243,715.54
	Totals for Fund 024:	\$1,129,021.01
WIC	025-1000-00-00 CHECKING	\$29,867.71
	Totals for Fund 025:	\$29,867.71
LOCAL BRIDGE	026-1300-00-00 MONEY MARKETS	\$109,001.77

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Shelby County

Monthly Balance Sheet

Shelby County

		<u>11/30/2018</u>
	Totals for Fund 026:	\$109,001.77
TOWNSHIP BRIDGE	027-1200-00-00 SAVINGS	\$34,999.15
	Totals for Fund 027:	\$34,999.15
TOWNSHIP CONTRUCTION	028-1000-00-00 CHECKING	\$0.24
	Totals for Fund 028:	\$0.24
TOWNSHIP MFT	029-1300-00-00 MONEY MARKETS	\$1,100,240.71
	Totals for Fund 029:	\$1,100,240.71
ESTATE TAX	031-1200-00-00 SAVINGS	\$1,150.32
	Totals for Fund 031:	\$1,150.32
MINOR UNKNOWN HEIRS	032-1200-00-00 SAVINGS	\$46,060.99
	Totals for Fund 032:	\$46,060.99
PROBATION DRUG TESTING	037-1200-00-00 SAVINGS	\$6,492.20
	Totals for Fund 037:	\$6,492.20
DRAINAGE	039-1000-00-00 CHECKING	\$10,000.00
DRAINAGE	039-1200-00-00 SAVINGS	\$365,893.67
DRAINAGE	039-1300-00-00 MONEY MARKETS	\$40,341.29
	Totals for Fund 039:	\$416,234.96
DOCUMENT STORAGE	040-1200-00-00 SAVINGS	\$77,315.13
	Totals for Fund 040:	\$77,315.13
MISC COUNTY HEALTH	043-1200-00-00 SAVINGS	\$134,749.12
MISC COUNTY HEALTH	043-1400-00-00 CERTIFICATE OF DEPOSITS	\$83,100.90
	Totals for Fund 043:	\$217,850.02
LITIGATION	044-1200-00-00 SAVINGS	\$5,633.11
LITIGATION	044-1300-00-00 MONEY MARKETS	\$17,803.90
	Totals for Fund 044:	\$23,437.01
VICTIM IMPACT PANEL	046-1200-00-00 SAVINGS	\$15,484.91
	Totals for Fund 046:	\$15,484.91
STATE'S ATTORNEY FORFEITE	047-1200-00-00 SAVINGS	\$1,126.78
	Totals for Fund 047:	\$1,126.78
RESCUE SQUAD DIVE TEAM	050-1200-00-00 SAVINGS	\$10,077.57
	Totals for Fund 050:	\$10,077.57
DUI EQUIPMENT	051-1200-00-00 SAVINGS	\$27,270.04
	Totals for Fund 051:	\$27,270.04
GIS	052-1200-00-00 SAVINGS	\$429,508.96

182B

Shelby County
Monthly Balance Sheet
 Shelby County

		<u><u>11/30/2018</u></u>
	Totals for Fund 052:	\$429,508.96
CAPITAL IMPROVEMENT	054-1300-00-00 MONEY MARKETS	\$70,339.46
CAPITAL IMPROVEMENT	054-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$288,613.00)
	Totals for Fund 054:	(\$218,273.54)
PET POPULATION	055-1000-00-00 CHECKING	\$31,711.41
	Totals for Fund 055:	\$31,711.41
EMA SPECIAL	056-1300-00-00 MONEY MARKETS	\$11,303.36
	Totals for Fund 056:	\$11,303.36
STATE'S ATTORNEY AUTOMATI	057-1200-00-00 SAVINGS	\$4,946.72
	Totals for Fund 057:	\$4,946.72
DRUG COURT	058-1200-00-00 SAVINGS	\$18,262.03
	Totals for Fund 058:	\$18,262.03
TAX SALE AUTOMATION	060-1200-00-00 SAVINGS	\$5,702.54
	Totals for Fund 060:	\$5,702.54
MISC STATE GRANT PROGRA	061-1300-00-00 MONEY MARKETS	\$27.59
	Totals for Fund 061:	\$27.59
RESCUE SQUAD	062-1200-00-00 SAVINGS	\$6,952.01
	Totals for Fund 062:	\$6,952.01
CORONER SPECIAL FUND	063-1200-00-00 SAVINGS	\$12,649.97
	Totals for Fund 063:	\$12,649.97
SOLID WASTE FUND	064-1200-00-00 SAVINGS	\$873.04
	Totals for Fund 064:	\$873.04
	Total	<u>\$12,853,843.16</u>
	Total ASSETS	<u>\$12,853,843.16</u>
LIABILITIES AND FUND BALANCE		
LIABILITIES		
GENERAL	001-2001-00-00 ACCOUNTS PAYABLE CLEARING	(\$24.38)
GENERAL	001-2002-00-00 PAYROLL CLEARING	\$96,454.95
	Totals for Fund 001:	(\$96,430.57)
	TOTAL LIABILITIES	<u>\$96,430.57</u>
	TOTAL LIABILITIES AND FUND BALANCE	<u>\$96,430.57</u>

Shelby County Collector Balance Sheet County Collector Accounts

11/30/2018

Assets

100-1001-001	SHELBY COUNTY STATE BANK	\$515.45
100-1002-002	BUSEYBANK-BUSEY	(\$334,182.53)
100-1019-019	INB-ILLINOIS EPAY	\$988.83
100-1030-030	BUSEYBANK-TRUSTEE PAYMENT ACCT	\$10,163.99
100-1203-003	1ST NATL BANK OF ASSUMPTION	\$198.04
100-1205-005	COMMUNITY BANKS	\$361.26
100-1210-010	SCSB-STRASBURG	\$276.76
100-1215-015	BUSEYBANK-TAX TRUST	\$1,394.83
100-1301-001	SHELBY COUNTY STATE BANK	\$806.91
100-1302-002	BUSEYBANK-BUSEY	\$405,847.38
100-1304-004	FIRST NATL BANK OF NOKOMIS	\$1,011.78
100-1306-006	SCSB-FINDLAY	\$388.73
100-1307-007	FIRST NATL BANK OF PANA	\$587.98
100-1308-008	PEOPLES BANK & TRUST	\$293.34
100-1309-009	1ST NATL BANK	\$248.81
100-1311-011	SCSB-WINDSOR	\$294.20
100-1312-012	DEWITT SAVINGS BANK	\$376.87
100-1313-013	FIRST FEDERAL S & L	\$336.33
100-1316-016	SIGEL COMMUNITY	\$426.91
100-1317-017	NATL BANK-PANA	\$1,181.99
100-1318-018	SCSB-MOWEAQUA	\$341.39
100-1319-019	THE ILLINOIS FUNDS-ILLINOIS EPAY	\$669.69

Total Assets \$92,528.94

Liabilities and Fund Balance

Liabilities

100-2000-000	ACCOUNTS PAYABLE CLEARING--	(\$1,551,290.04)
Total Liabilities		<u><u>(\$1,551,290.04)</u></u>

Fund Balance

100-3000-000	Fund Balance--	\$71,635,298.36
Total Fund Balance		<u><u>\$71,635,298.36</u></u>

Total Liabilities and Fund Balance \$70,084,008.32

1820