

January 3, 2018

SHELBY COUNTY BOARD MEETING AGENDA
January 10, 2018 – 9:00 A. M. in Courtroom B

1. Call to Order- Prayer - Pledge of Allegiance
2. Roll Call
3. Approval of Minutes
4. Chief Judge Kimberly Koester - Explanation of Resident Circuit Judge Vacancy
5. State's Attorney Gina Vonderheide – Shelby County Sexual Harassment Policy and Ordinance
6. County Clerk Jessica Fox – Resolution for Identity Protection and Approval of Identity Protection Policy under requirements of Illinois Identity Protection Act (5 ILCS 179/1, et. seq.)
7. Chairman David Cruitt - Reappointment of Brenda Elder as VISTA Volunteer and Approval of payment of \$500 towards VISTA expenses for 2018
8. County Highway Engineer Alan Spesard – Highway Engineer's Report/Approval for the following: Resolution to Award County Maintenance Rock Contract; Resolution to Award Culvert Contract
9. Committee Reports
10. Chairman Updates
11. Chairman Appointments
12. Correspondence
13. Public Body Comment
14. Adjournment

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

Prayer today is given by Board member Robert Behl

SHELBY COUNTY BOARD MEETING

January 10, 2018 – 9:00 A.M.

The Shelby County Board met on Wednesday, January 10, 2018 at 9:00 A.M. at the Courthouse in Shelbyville, Illinois.

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

County Clerk Jessica Fox called the roll. Strohl and Woodall were absent, Gergeni was tardy.

Minutes for the December 13, 2017 board meeting were presented for approval. Hayden made motion to approve the minutes as presented. Mulholland seconded said motion, which passed by voice vote (19 yes, 0 no).

Fourth Circuit Judge Kimberly Koester addressed the Board to discuss the Resident Judge vacancy created by the recent death of Judge Allen Bennett. Koester informed the Board that since the seat had been declared vacant, candidates could run for election to the office. Three candidates have filed and this office will be filled at the General Election to be held November 6, 2018. Judge Martin Siemer of Effingham is handling the daily call and Judge Alan Lolie will handle the day to day administrative type duties such as filing the bills. Koester also mentioned that CMO Heather Wooters of the Probation Office has taken a job with the Administrative Office of the Illinois Courts. Judge Koester has been conducting interviews for a replacement and Aaron Burdick a CMO in Pike County, Illinois has accepted the position. He will be relocating soon to Shelby County and should assume his duties in the Shelby County Probation office within the next couple of weeks.

State's Attorney Gina Vonderheide presented a Sexual Harassment Policy and Ordinance that PA 100-0554 requires all units of government in Illinois to pass by January 15, 2018. Wetherell made motion to approve the Sexual Harassment Ordinance and Policy. Hayden seconded said motion, which passed by voice vote (19 yes, 0 no). (Policy and Ordinance attached to these minutes).

County Clerk Jessica Fox requested approval for a resolution for identity protection and approval of an identity protection policy. This essentially puts in writing what is already taking place within the County. Cannon made motion to approve the resolution and policy. Mulholland seconded said motion, which passed by voice vote (19 yes, 0 no). (Resolution and Policy for identity protection attached to these minutes).

Next Chairman Cruitt requested the Board pledge a \$500 cost share with the City of Shelbyville to participate in the Vista Program and reappoint Brenda Elder to the Vista position so she could complete projects she is working on such as the Bicentennial and the Museum on Main Street. Robert Amling suggested the County could pay for this out of sales tax revenues since this position would help to increase sales tax within the County. County Treasurer Ramey stated while she understood the concept, she wanted the Board to understand payment for this would come from the County General Fund.

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

Alan Spesard, County Highway Engineer, presented for approval the annual culvert and rock resolutions.

Cannon made motion to approve the Resolution for culverts for the County, Townships and Villages that requested them for 2018. Wetherell seconded said motion, which passed by voice vote (19 yes, 0 no). (Resolution attached to these minutes).

Mulholland made motion to approve the County's Rock Resolution for 2018. This Resolution included 11 different types of rock to be used by the Highway Department throughout the year. Gergeni seconded said motion, which passed by voice vote (19 yes, 0 no). (Resolution attached to these minutes).

Providing some updates, Spesard reported the annual Cold Mix and oil sealcoat bid lettings for the County and Townships will be held on February 9th. Copies of the Highway Department's Annual Report were distributed to the Board members prior to the meeting and contain an overview of the projects completed during the past year, along with photos of jobs done, responsibilities of the Road and Bridge Committee, engineering and inspection services, township projects completed, and ways the Highway Department assisted other County agencies throughout the year. Highlighting the Highway Department's Annual Report, Spesard called the Board's attention to page 2, which summarized the 2017 major achievements that included 4 capital improvement projects and involved \$3,700,000 in Federal, State and Local Funding.

Chairman Cruitt called for committee reports. (Committee reports are attached to these minutes). Reports were given and items presented for follow-up or for public awareness are as follows:

Public Buildings Chair Wetherell stated the committee met on January 5th and will be rebidding the roof project with some adjustments. The committee hopes to present something to the board in March.

Farm Committee Chair Jordan stated that the Farm Committee will meet with the County Farm tenant soon to review the Farm Lease.

Solid Waste Committee Chair Amling stated the committee would start work on planning an electronics recycling pickup to be held in conjunction with Earth Day in April 2018.

Shelby County Board Meeting
January 10, 2018

Chairman Cruitt requested the following appointments:

Dick Gloede – Mental Health “708” Board. Motion by Bennett, second by Drnjevic, which passed by voice vote (19 yes, 0 no).

Roger Pauley – Trustee Tower Hill Fire Protection District. Motion by Mulholland, second by Lenz, which passed by voice vote (19 yes, 0 no).


Don Selby – Trustee Tower Hill Fire Protection District. Motion by Simpson, second by Amling, which passed by voice vote (19 yes, 0 no).

Scott Gatons – Trustee Tower Hill Fire Protection District. Motion by Barr, second by Simpson, which passed by voice vote (19 yes, 0 no).

Under public body comment, County Health Administrator Steve Melega informed the Board the Health department will celebrate its 70th anniversary this year. Our local health department was one of the first 20 health departments in the State of Illinois.

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

Metzger made motion to assess mileage and per diem for the January meetings, to pay the bills/payroll as approved by the committees and adjourn until the next regular meeting to be held on February 14, 2018. Wetherell seconded said motion, which passed by voice vote (19 yes, 0 no) and the meeting was adjourned at 9:29 A.M.


Jessica Fox
Shelby County Clerk and Recorder

STATE OF ILLINOIS

ROLL CALL VOTES IN COUNTY BOARD

SHELBY COUNTY

January 10, 2018 REGULAR MEETING

		ROLL CALL			QUESTIONS							
			1/10/2018	1/10/2018	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		✓									
110	BARR, KENNETH	50	✓									
116	BEHL, ROBERT H.	42	✓									
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		✓									
274	SIMPSON, ROBERT	32	✓									
46	STROHL, DON	45	A									
44	WETHERELL, DALE	46	✓									
10	WILLIAMS, LYNN		✓									
208	WOODALL, JOE	8	A									

ORDINANCE NO. 18-01- "O"

AN ORDINANCE ESTABLISHING A POLICY TO PROHIBIT SEXUAL HARASSMENT IN THE COUNTY OF SHELBY, ILLINOIS

WHEREAS, County of Shelby, a body politic of the state of Illinois ("Shelby County") is a non-home rule unit of local government pursuant to Article VII, § 8 of the 1970 Illinois Constitution; and

WHEREAS, the Illinois General Assembly enacted Public Act 100-554 (the "Act"), effective November 16, 2017, which is a comprehensive revision of State statutes regulating policies prohibiting sexual harassment; and

WHEREAS, the Act requires that, no later than 60 days after the effective date of this amendatory Act of the 100th General Assembly, November 16, 2017, each governmental unit shall adopt an Ordinance establishing a policy to prohibit sexual harassment; and

WHEREAS, the County Board of Shelby County has determined that, as a governmental unit, it must comply with the Act by passage of this Ordinance; and

WHEREAS, because the Act provides for the imposition of significant penalties for violations of said local regulations, it is necessary to adopt the required regulations by Ordinance rather than by Resolution.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY BOARD OF SHELBY COUNTY, ILLINOIS THAT THIS ORDINANCE ESTABLISHING A POLICY TO PROHIBIT SEXUAL HARASSMENT BE AND HEREBY IS ADOPTED AS FOLLOWS:

SECTION I. Adoption of Discrimination and Sexual Harassment Policy.

The Policy Prohibiting Sexual Harassment, included as Exhibit A to this Ordinance, is hereby adopted.

SECTION II: Existing Policies.

All prior existing sexual harassment policies of Shelby County that conflict with the policy contained in Exhibit A hereto shall be superseded by the Policy Prohibiting Sexual Harassment adopted by this Ordinance;

SECTION III. Severability.

It is the intention of the County Board that this Ordinance and every provision thereof shall be considered separable, and the invalidity of any section, clause, or provision of this Ordinance shall not affect the validity of any other portion of this Ordinance.


SECTION IV: Effective Date.

This Ordinance shall be in full force and effect from and after its passage.

Passed by the County Board this 10th day of January, 2018.

AYES:	<u>19</u>
NAYS:	<u> </u>
PRESENT:	<u> </u>
ABSTAIN/ABSENT:	<u>2</u>

Passed and approved this 10th day of January, 2018.

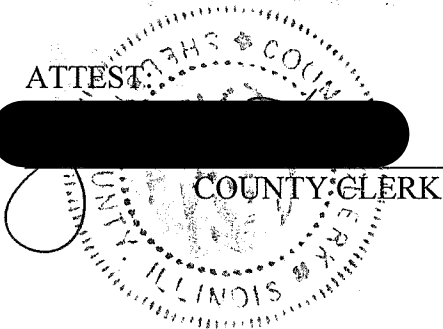


CHAIRPERSON, SHELBY COUNTY

ATTEST



COUNTY CLERK



COUNTY OF SHELBY POLICY PROHIBITING SEXUAL HARASSMENT

SECTION I: Definitions.

- A. "Employee" means a person employed by SHELBY COUNTY, whether on a fulltime or part-time basis or pursuant to a contract, whose duties are subject to the direction and control of an employer with regard to the material details of how the work is to be performed, but does not include an independent contractor.
- B. "Employer" means SHELBY COUNTY.
- C. "Officer" means a person who holds, by election or appointment, an office in SHELBY COUNTY, regardless of whether the officer is compensated for service in his or her official capacity.
- D. "Sexual Harassment" means any unwelcome sexual advances, requests for sexual favors or any conduct of a sexual nature when:
 - 1. Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment;
 - 2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
 - 3. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.
- E. "Working environment" is not limited to a physical location an employee is assigned to perform his or her duties.

SECTION II: Prohibition on Sexual Harassment

- A. Each Employee and officer of Employer has the responsibility to refrain from sexual harassment in the workplace and is prohibited from engaging in conduct that constitutes sexual harassment.
- B. Conduct which may constitute sexual harassment includes:
 - 1. Verbal: sexual innuendos, suggestive comments, insults, humor, and jokes about sex, anatomy or gender-specific traits, sexual propositions, threats, repeated requests for

dates, or statements about other employees, even outside of their presence, of a sexual nature.

2. Non-verbal: suggestive or insulting sounds (whistling), leering, obscene gestures, sexually suggestive bodily gestures, “catcalls”, “smacking” or “kissing” noises.
 3. Visual: posters, signs, pin-ups or slogans of a sexual nature, viewing pornographic material or websites.
 4. Physical: touching, unwelcome hugging or kissing, pinching, brushing the body, any coerced sexual act or actual assault.
 5. Textual/Electronic: “sexting” (electronically sending messages with sexual content, including pictures and video), the use of sexually explicit language, harassment, cyber stalking and threats via all forms of electronic communication (e-mail, text/picture/video messages, intranet/on-line postings, blogs, instant messages and social network websites like Facebook and Twitter).
- C. The most severe and overt forms of sexual harassment are easier to determine. On the other end of the spectrum, some sexual harassment is subtler and depends, to some extent, on individual perception and interpretation. The courts will assess sexual harassment by a standard of what would offend a “reasonable person.”

SECTION III: Reporting an Allegation of Sexual Harassment

- A. An employee who either observes or believes herself/himself to be the object of sexual harassment should deal with the incident(s) as directly and firmly as possible by clearly communicating her/his position to the offending employee and her/his supervisor. Reports can also be made with the State’s Attorney.
- B. It is not necessary for sexual harassment to be directed at the person making a complaint.
- C. During the occurrence of an incident of sexual harassment or following reporting, the Employer may document or record each incident (what was said or done, the date, the time, and the place). Additionally, the Employer may collect and/or compile related written records such as letters, notes, memos, electronic messages, and telephone messages.
- D. All charges, including anonymous complaints, will be accepted and investigated regardless of how the matter comes to the attention of the Employer. However, because

of the serious implications of sexual harassment charges and the difficulties associated with their investigation and the questions of credibility involved, the claimant's willing cooperation is a vital component of an effective inquiry and an appropriate outcome.

E. Proper methods of reporting conduct believed to be sexual harassment include the following:

1. Electronic/Direct Communication. If there is sexual harassing behavior in the workplace, the harassed employee should directly and clearly express her/his objection that the conduct is unwelcome and request that the offending behavior stop. The initial message may be verbal. If subsequent messages are needed, they should be put in writing in a note or a memo.
2. Contact with Supervisory Personnel. At the same time direct communication is undertaken, or in the event the employee feels threatened or intimidated by the situation, the problem must be promptly reported to the immediate supervisor. If the harasser is the immediate supervisor, the problem should be reported to the next level of supervision or the State's Attorney.
3. Formal Written Complaint. An employee may also report incidents of sexual harassment directly to the State's Attorney. The State's Attorney will counsel the reporting employee and be available to assist with filing a formal complaint. The Employer will fully investigate the complaint and advise the complainant and the alleged harasser of the results of the investigation.
4. Resolution Outside Employer. The purpose of this policy is to establish prompt, thorough and effective procedures for responding to every complaint and incident so that problems can be identified and remedied internally. However, an employee has the right to contact the Illinois Department of Human Rights (IDHR) or the Equal Employment Opportunity Commission (EEOC) about filing a formal complaint with those entities. An IDHR complaint must be filed within 180 days of the alleged incident(s) unless it is a continuing offense. A complaint with the EEOC must be filed within 300 days.

F. All reports shall be received and handled as confidential to the extent permitted by law and subject to any disclosure requirements pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*).

- G. The employee experiencing what he or she believes to be sexual harassment must not assume that the Employer is aware of the conduct. If there are no witnesses and the victim fails to notify a supervisor or other responsible officer, the Employer will not be presumed to have knowledge of the harassment.

SECTION IV: Prohibition Against Retaliation for Reporting Sexual Harassment

- A. An Employee shall not be retaliated against by the Employer or the Employees or Officers of the Employer due to the Employee's:
1. Disclosure or threatened disclosure of any violation of this policy,
 2. The provision of information related to or testimony before any public body conducting an investigation, hearing or inquiry into any violation of this policy, or
 3. Assistance or participation in a proceeding to enforce the provisions of this policy.
- B. No individual making a report will be retaliated against even if a report made in good faith is not substantiated.
- C. The Employer will take reasonable steps to protect from retaliation any Employee or Officer who is a witness.
- D. Supervisors must ensure that no retaliation will result against an employee making a sexual harassment complaint.
- E. Similar to the prohibition against retaliation contained herein, the State Officials and Employees Ethics Act (5 ILCS 430/15-10) provides whistleblower protection from retaliatory action such as reprimand, discharge, suspension, demotion, or denial of promotion or transfer that occurs in retaliation for an employee who does any of the following:
1. Discloses or threatens to disclose to a supervisor or to a public body an activity, policy, or practice of any officer, member, State agency, or other State employee that the State employee reasonably believes is in violation of a law, rule, or regulation,
 2. Provides information to or testifies before any public body conducting an investigation, hearing, or inquiry into any violation of a law, rule, or regulation by any officer, member, State agency or other State employee, or
 3. Assists or participates in a proceeding to enforce the provisions of the State Officials and Employees Ethics Act.

- F. Pursuant to the Whistleblower Act (740 ILCS 174/15(a)), an employer may not retaliate against an employee who discloses information in a court, an administrative hearing, or before a legislative commission or committee, or in any other proceeding, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. In addition, an employer may not retaliate against an employee for disclosing information to a government or law enforcement agency, where the employee has reasonable cause to believe that the information discloses a violation of a State or federal law, rule, or regulation. (740 ILCS 174/15(b)).
- G. According to the Illinois Human Rights Act (775 ILCS 5/6-101), it is a civil rights violation for a person, or for two or more people to conspire, to retaliate against a person because he/she has opposed that which he/she reasonably and in good faith believes to be sexual harassment in employment, because he/she has made a charge, filed a complaint, testified, assisted, or participated in an investigation, proceeding, or hearing under the Illinois Human Rights Act.
- H. An employee who is suddenly transferred to a lower paying job or passed over for a promotion after filing a complaint with IDHR or EEOC, may file a retaliation charge – due within 180 days (IDHR) or 300 days (EEOC) of the alleged retaliation.

SECTION V: Consequences

- A. In addition to any and all other discipline that may be applicable pursuant to the Employer's policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreement, any person who violates this policy or the Prohibition on Sexual Harassment contained in 5 ILCS 430/5-65, may be subject to a fine of up to \$5,000 per offense, applicable discipline or discharge by the Employer and any applicable fines and penalties established pursuant to local ordinance, State law or Federal law. Each violation may constitute a separate offense. Any discipline imposed by the Employer shall be separate and distinct from any penalty imposed by any ethics commission and any fines or penalties imposed by a court of law or a State or Federal agency.
- B. False and frivolous charges refer to cases where the accuser is using a sexual harassment complaint to accomplish some end other than stopping sexual harassment. It does not

refer to charges made in good faith which cannot be proven. A false and frivolous charge is a severe offense that can itself result in disciplinary action. Any person who intentionally makes a false report alleging a violation of any provision of this policy shall be subject to discipline or discharge pursuant to applicable COUNTY policies, employment agreements, procedures, employee handbooks and/or collective bargaining agreements.

- C. Any person who intentionally makes a false report alleging a violation of any provision of the State Officials and Employees Ethics Act to an ethics commission, an inspector general, the State Police, a State's Attorney, the Attorney General, or any other law enforcement official is guilty of a Class A misdemeanor. An ethics commission may levy an administrative fine of up to \$5,000 against any person who intentionally makes a false, frivolous or bad faith allegation.

SECTION VI. Severability

It is the intention of the County Board that this policy and every provision thereof shall be considered separable, and the invalidity of any section, clause, or provision of this policy shall not affect the validity of any other portion of this policy.

Acknowledgment of Receipt and Understanding of Policy Prohibiting Sexual Harassment

Please acknowledge receipt and review of this policy by completing the following form and returning it to your immediate supervisor.

I have read and I understand the Policy Prohibiting Sexual Harassment. I understand that if I ever have any questions or concerns I can speak to my supervisor or the State's Attorney. I have signed and dated this acknowledgment to confirm my receipt and understanding of the policy.

Printed Name: _____

Signature: _____

Date: _____

RESOLUTION NO. 2018- 01

**A RESOLUTION ADOPTING THE COUNTY OF
SHELBY'S IDENTITY PROTECTION POLICY**


WHEREAS, the Illinois Identity Protection Act, 5 ILCS 179/1 et. Seq., requires the County of Shelby, Illinois to adopt an Identity Protection Policy; and

WHEREAS, such policy is attached and conforms to the requirement.

THEREFORE, be it resolved that:

1. The attached Identity Protection Policy is adopted and shall become effective January 10, 2018.
2. Such policy shall be copied and distributed to all county officials and employees.
3. That all such officials and employees be trained as set forth in the policy by using whatever means that are affordable, available and reliable.
4. All newly elected, appointed and hired officials and employees shall be given a copy of the policy at the time they begin their duties.

PRESENTED, APPROVED, AND RESOLVED, by the County Board of the County of Shelby, Illinois at a regular meeting held on the 10th day of January, 2018.



David Cruitt, County Board Chairman

ATTEST



Jessica Fox, County Clerk

Identity Protection Policy

1. Identity Protection Policy Adopted: By approval of this Identity Protection Policy ("Policy"), the County of Shelby, Illinois hereby complies with the applicable requirements of the Illinois Identity Protection Act, 5 ILCS 179/1, *et. seq.* This Policy shall supersede any contrary provision of applicable County Policies, Ordinances or Regulations.
2. Conduct Prohibited: No County Employee or County Official shall:
 - A. Publicly post or publicly display in any manner an individual's social security number.
 - B. Print an individual's social security number on any card required for the individual to access products or services provided by/through the County.
 - C. Require an individual to transmit his or her social security number over the Internet, unless the connection is secure, or the social security number is encrypted.
 - D. Print an individual's social security number on any materials that are mailed to the individual, through the U.S. Postal Service, any private mail service, electronic mail, or any similar method of delivery, unless the State or Federal law requires the social security number to be on the document to be mailed. Notwithstanding any provision in this Section to the contrary, social security numbers may be included in applications and forms sent by mail, including, but not limited to, any material mailed in connection with the administration of Unemployment Insurance Act, any material mailed in connection with any tax administered by the Department of Revenue, and documents sent as part of an application or enrollment process or to establish, amend, or terminate an account, contract, policy or to confirm the accuracy of the social security number. A social security number that may permissibly be mailed under this Section may not be printed, in whole or in part, on a post card or other mailer that does not require an envelope or be visible on an envelope without the envelope having been opened.

- E. Collect, use, or disclose a social security number from an individual, unless (i) required to do so under State or Federal law, rules or regulations, or the collection, use or disclosure of the social security number is otherwise necessary for the performance of that agency's duties and responsibilities; (ii) the need and purpose for the social security number is documented before collection of the social security number; and (iii) the social security number collected is relevant to the documented need and purpose.
 - F. Require an individual to use his or her social security number to access an Internet website.
 - G. Use the social security number for any purpose other than the purpose for which it was collected.
 - H. Encode or embed a social security number in or on a card or document, including, but not limited to, using a bar code, chip, magnetic strip, RFID technology, or other technology, in place of removing the social security number as required by this Policy.
3. Exceptions: The conduct prohibited by virtue of Section 2 of this Policy, above, shall not be prohibited under the following circumstances:
- A. The disclosure of social security numbers to agents, employees, contractors, or subcontractors of the County or disclosure by the County to another governmental entity or its agents, employees, contractors or subcontractors if disclosure is necessary in order for the entity to perform its duties and responsibilities; and, if disclosing to a contractor or subcontractor, prior to such disclosure, the County must first receive from the contractor or subcontractor a copy of the contractor's or subcontractor's policy that sets forth how the requirements imposed under this Act on a governmental entity to protect an individual's social security number will be achieved.
 - B. The disclosure of social security numbers pursuant to a court order, warrant, or subpoena.
 - C. The collection, use, or disclosure of social security numbers in order to ensure the safety of: State and local government employees; persons committed to correctional facilities, local jails, and other law-enforcement facilities or retention centers; wards of the State; and all persons working in or visiting a State or local government agency facility.

- D. The collection, use, or disclosure of social security numbers for internal verification or administrative purposes.
 - E. The disclosure of social security numbers by a State agency to any entity for the collection of delinquent child support or of any State debt or to a governmental agency to assist with an investigation or the prevention of fraud.
 - F. The collection or use of social security numbers to investigate or prevent fraud, to conduct background checks, to collect a debt, to obtain a credit report from a consumer reporting agency under the federal Fair Credit Reporting Act, to undertake any permissible purpose that is enumerated under the federal Gramm- Leach- Bliley Act, or to locate a missing person, a lost relative, or a person who is due a benefit, such as a pension benefit or an unclaimed property benefit.
 - G. The collection, use or disclosure of social security numbers as expressly required by the State or Federal law, rule or regulation.
 - H. The disclosure of information that is recorded by a county recorder, is part of a court record, or is otherwise required to be open to the public under any applicable rules, laws or regulations.
4. Freedom of Information Act Requests and Other Requests for Information: Notwithstanding any other provision of this Policy to the contrary, the County shall comply with the provision of any other State law, including the Freedom of Information Act, with respect to allowing the public inspection and copying of information or documents containing all or any portion of an individual's social security number. The County shall redact social security numbers from the information or documents before allowing the public inspection or copying of the information or documents. Further, this Policy shall not abridge the right of any employee or official of the County to access or view his/her own employment records, to the extent any other law or policy may grant such a right.
5. Personnel and Training Restriction: The following restriction shall be applicable to all employees and officials of the County:
- A. Any current employees and officials of the County, identified as having access to social security numbers in the course of performing their duties, shall immediately be trained to protect the

confidentiality of social security numbers. Training shall include instructions on the proper handling of information through the destruction of the information. After the date of adoption of this policy, any new employee or official of the County who is identified as having access to social security numbers in the course of performing their duties, or any current employee or official who, due to a change in job assignments, gains access to social security numbers in the course of performing their duties, shall receive the foregoing training prior to being permitted to access such data.

- B. Only employees and officials who are required, by virtue of applicable laws or regulations or by virtue of their job assignments and duties, to use or handle information or documents that contain social security numbers shall be permitted to have access to such information or documents.
- C. Any form or other method by which social security numbers are requested from an individual shall be provided in a manner that makes the social security number easily redacted if required to be released as part of a public records request.
- D. When collecting a social security number or upon request by the individual from which the disclosure is sought, the County employee or official requesting the disclosure of the social security number shall provide a statement of the purpose or purposes for which the County is collecting and using the social security number.
- E. All County employees and officials shall be informed and trained as to the existence and requirements of this Policy, and the County shall make a copy of this policy available to each of its employees and officials. The County shall also make this Policy available to any member of the public, upon request.

6. Further Exceptions:

- A. If a federal law takes effect requiring any federal agency to establish a national unique patient health identifier program, the County may do so and not be deemed in violation of this Protection Policy.
- B. The judiciary and Clerks of the Court are not subject to this Protection Policy.

Effective January 10, 2018

Clint

TO: THE SHELBY COUNTY BOARD

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

[Redacted signature block]

RESOLUTION

2018-02

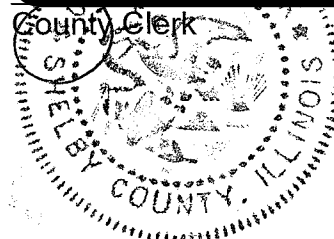
BE IT RESOLVED, by the County Board of Shelby County, that the following contracts be awarded as listed below as received at a letting held on January 5, 2018, for various sizes of pipes and bands.

Group 1	Contech Engineered Solutions	\$20,595.46
Group 2	Contech Engineered Solutions	\$27,093.48

STATE OF ILLINOIS)
) SS
COUNTY OF SHELBY)

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 January 10, 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 10th day of January, 2018 A.D.



2-1

County Munic/R.D. Section		SHELBY		Date Time 1-5-2018 9:00 A.M.		Appropriation Attended by SHELBY CO HWY DEPT		Name and Address of Bidders		Metal Culverts		Contact	
Proposal Guarantee								Approved Engineer's Estimate					
Terms													
Item No. or Group	Items	Delivery	Unit	Quantity	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	
	BANDS												
	BANDS & HARDWARE 8"	FOB STOCKPILE CO HWY GARAGE	EACH	8.00					13.56	108.48	5.60	44.80	
	BANDS & HARDWARE 12"	"	EACH	23.00					11.48	264.04	7.00	161.00	
	BANDS & HARDWARE 15"	"	EACH	15.00					14.45	216.75	8.40	126.00	
	BANDS & HARDWARE 18"	"	EACH	4.00					17.16	68.64	10.50	42.00	
	BANDS & HARDWARE 24"	"	EACH	3.00					30.40	91.20	16.32	48.96	
	BANDS & HARDWARE 36"	"	EACH	2.00					78.68	157.36	48.96	97.92	
	BANDS & HARDWARE 42"	"	EACH	4.00					64.90	259.60	57.12	228.48	
				GROUP TOTAL		0.00		23,082.17				20,595.46	
	GROUP II												
	SPIRAL GALVANIZED												
	CORR STEEL CULVERT PIPE 8" GALVANIZED	FOB STOCKPILE CO HWY GARAGE	LIN FT	240.00					7.34	1,761.60	3.54	849.60	
	CORR STEEL CULVERT PIPE 10" GALVANIZED	"	LIN FT	40.00					8.25	330.00	5.03	201.20	
		TOTAL BIDS	% Over(+)/ Under(-) Est.	AS READ									

3-2

283

TO: THE SHELBY COUNTY BOARD

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

[Redacted Signature]

[Redacted Signature]

[Redacted Signature]

RESOLUTION

2018-03

BE IT RESOLVED, by the County Board of Shelby County, that the following contracts be awarded as listed below as received at a letting held on January 5, 2018, for Shelby County Section 18-00000-00-GM.

Group 1	River Bend Materials	400 Tons	CA14, CA15, CA16 GRAVEL @ \$9.50/TON
Group 2	River Bend Materials	200 Tons	CA15 GRAVEL/CR. STONE @ \$9.50/TON
Group 3	Brush Creek Quarry	375 Tons	CA14, CA15, CA16 CR. STONE @ \$11.35/TON
Group 4	REJECTED BID	900 Tons	CA14 CR. STONE @ \$0.00/TON
Group 5	NO BID	250 Tons	CA10 CR. STONE @ \$0.00/TON
Group 6	Brush Creek Quarry	500 Tons	CA14, CA15 CR. STONE @ \$11.35/TON
Group 7	Brush Creek Quarry	240 Tons	CA14, CA15 CR. STONE @ \$11.35/TON
Group 8	Hiler Trucking	450 Tons	CA14, CA15 CR. STONE @ \$20.16/TON
Group 9	Brush Creek Quarry	300 Tons	CA14, CA15 GRAVEL/CR. STONE @ \$11.35/TON
Group 10	Nokomis Quarry Co.	300 Tons	AGG. SURF CSE TY B, CA-06 @ \$7.75/TON
Group 11	River Bend Materials	350 Tons	AGG. SURF CSE TY B, CA-06 @ \$7.50/TON

STATE OF ILLINOIS)
) SS
COUNTY OF SHELBY)

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 January 10, 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 10th day of January, 2018 A.D.

County Clerk

[illegible]

SHELBY COUNTY HIGHWAY DEPARTMENT

ANNUAL REPORT

JANUARY 01, 2017 THRU DECEMBER 31, 2017

Issued January 10, 2018

TABLE OF CONTENTS

- **Summary of Major Achievements**
- **County Highway Department Services**
 - **General Function, Personnel, Engineering & Inspection, Maintenance**
- **Road & Bridge Committee Services**
 - **Function, Voting Members**
- **County Highway Department Funding**
 - **Annual Local & State Funding, State & Federal Controlled Funding, Miscellaneous Funding; Additional Awarded Funding**
- **Photos of Road & Bridge Capital Improvements**
- **Photos of Maintenance Program**
- **Support Services for other Departments**

COUNTY HIGHWAY DEPARTMENT SERVICES

SUMMARY 2017 MAJOR ACHIEVEMENTS

- **Completed (4) Shelby County Capital Improvement Projects**
 - City of Shelbyville (Wood Street Bridge) was completed (Federal Grant paid for 80%)
 - County Highway Bridge (Henton Bridge) was completed (Federal Grant Paid for 80%)
 - Township Bridge (Lakewood/Dry Point Township Line) was completed
 - Township Railroad Crossing (Rural Township) was completed (100% State funded)
- **Responded to approved Township & Village Petitions for drainage structure replacement**
 - 10 Township and Village drainage structure replacements
- **Awarded Grant for \$2.2 million in County Highway Improvements:**
 - Federal Access Road Grant -- \$1.63 million federal funds was awarded to Shelby County to improve County Highway 5 (AKA "The Country Club Road")
 - Truck Access Road Program Grant - \$561,000 State Funds awarded to Shelby County to improve County Highway 5 (AKA "The Country Club Road")
 -
- **Submitted Grant applications for \$1.5 million in County and Township Improvements:**
 - Major Bridge Application (Westervelt Bridge) -- \$1.1 million federal funds requested
 - Railroad crossing Approach Application - \$390,000 federal funds requested near Westervelt
- **Began In-House County Highway Design of Road Improvements to Findlay-Bethany County Highway and Country Club Road (estimated total project cost of \$5.7 million)**

GENERAL FUNCTION:

The Shelby County Highway Department is dedicated to providing a high quality public service while performing the functions needed for the betterment of the Shelby County Highway System. The Shelby County Highway Department is directly responsible for the maintenance and capital improvements associated with 197.80 county roadway miles (Note: 27th out of 102 counties) and 59 County Highway bridges.

The Shelby County Highway Department, subject to the general supervision and approval of the county board and to the rules and regulations of the Illinois Department of Transportation, generally performs the following functions (ref. 605 ILCS 5/5 Division 2):

- Prepare or cause to be prepared all Plans, Specifications, and Estimates for all Capital Improvement Road & Bridge Projects, approved by the county board.
- Supervise the construction and maintenance of any public road or bridge constructed or maintained in whole or in part at the expense of the county.
- Generate and administer the Shelby County Highway Department Budget, approved by the county board.
- Provide technical and administrative assistance to township Highway Commissioners with regard to approximately 275 township bridges (Note 6th out of 102 Counties)
- Provide technical advice, and construction & maintenance support for township highway commissioners and municipalities, when requested and/or based on approved petitions
- Provide technical and administrative support for the Highway Commissioner's yearly Township Motor Fuel Tax Program (\$2.0 million annual program)

SHELBY COUNTY HIGHWAY DEPARTMENT PERSONNEL:

The Personnel employed by Shelby County to perform the above functions are:

County Engineer: Alan Spesard, P.E.

*** Chief Engineer Assistant:** Keith Petard

*** Engineer Assistants:** Scott Short
Mike Lorton
Trevor Pruemer

Secretary/Bookkeeper: Danielle Culberson

****Foreman:** Stacy Prosser

****Laborers:** John Agney
Kenneth Vail Shane Kircher
Trevor Blackwell Mike Binnion
Quinton Reedy
(2) Open Positions due to retirements

**** CDL Required * College Degree Required**



ENGINEERING and INSPECTION SERVICES:

- **Capital Improvement Resident Engineering activities for construction projects**
 - One County Highway Bridge (the Henton Bridge) was replaced (80% federal grant for Construction and Construction Oversight)
 - One Municipal Bridge (the Wood Street Bridge) was replaced (80% federal grant for Construction and Construction Oversight)
 - One Township Bridge was replaced located on the township line between Lakewood and Dry Point Townships
- **Capital Improvement survey, layout, and design activities for engineering projects**
 - Conceptual Designs completed for Grant Submittals: Westervelt Bridge; Country Club Road;
 - County Highway Project Design: Findlay-Bethany Road; Country Club Road
 - Continuing design activities on two future railroad crossing approach projects: Todds Point and Clarksburg Township
- **Miscellaneous Engineering and Inspection Services**
 - Evaluation and Field Inspection of approximately 160 Bridges over Western portion of County
 - Township Motor Fuel Tax Budget, Bid Document Preparation and Contract Administration for all 24 Townships (over \$2 million in budgeted maintenance work)
 - County Motor Fuel Tax Budget, Bid Document Preparation, and Contract Administration
 - County and Township Culvert procurement administration
 - Sizing of Culverts for 12 approved Municipal & Township 50/50 petitions
 - Ongoing Technical Review, design and Administration of approx. 16 Bridges approved for replacement
 - Hosted 2 educational conferences for Highway Commissioners and Municipal Street Department Heads (approximately 100 in attendance)
 - Technical document preparation for Right-Of-Way Parcels for township bridges and aid in acquisition negotiations
 - Evaluation of Future Road & Bridge Projects

MAINTENANCE SERVICES

- **Maintenance of 198 miles of County Highways and 59 County Bridges**
 - **Maintenance to Highway Surfaces and Shoulders:**
 - Stockpiled and Spread rock for oil/chip seal coating of approximately 20 miles of County Highways.
 - Performed leveling overlay with cold-mix patch mix to over 15 miles of County Highways.
 - Applied Centerline Striping to 62 miles of County Highways.
 - Made 2500 ton of cold-mix at County Yard.
 - Performed shoulder repair with the “Tiger-Claw Retriever” along all County Highways and provided shoulder rock and patch-mix repairs as needed
 - Performed Snow Removal and Cinder Treatment to 198 miles of roadway
 - **Maintenance to Bridges, Culverts, and Ditches:**
 - Installed 10 Drainage Repair Projects at 50% cost share for Municipalities & Townships: Clarksburg, Cold Spring, Tower Hill; Penn; Big Spring, Oconee, Windsor
 - Ditch Cleaning, Mowing, Weed/brush spraying/removal on most County Highways.
 - **Maintenance of Traffic Control Rural Reference Signs**
 - Replace or repaired several hundred rural reference and traffic control signs;
 - **Miscellaneous Maintenance Tasks:**
 - Provided in-house maintenance and repair to 24 County Highway owned vehicles and equipment.
 - Stockpiled sand for snow and ice control
 - Installed numerous field culvert entrances
 - Patching damaged Highway surface areas/holes
 - Delivered Pipe Culverts to 19 Townships and provided culverts for 7 villages (including Cowden, Herrick, Shelbyville, Stewardson, Windsor, Strasburg, Tower Hill, Sigel)

ROAD & BRIDGE COMMITTEE

FUNCTION:

The R&B Committee meets a minimum of two times a month. The “Road Trip Committee Meeting” involves site visits across the county to view proposed county road and bridge construction, proposed township & municipality petition work, ongoing construction projects, and maintenance and insurance work. The “Claim Review Meeting” involves a review of county and township claims for compliance with that budgeted and a review of proposed petitions, resolutions and agreements. Occasionally the R&B committee have “Random Committee Meetings” in order to observe local lettings for bridges, roads, and maintenance contracts; review land acquisition document and appraisals for construction projects, and observe county hosted township highway commissioner educational conferences and/or other information meetings.

ROAD & BRIDGE COMMITTEE VOTING MEMBERS:

The 2017 Road & Bridge (R&B) Committee consisted of four county board members appointed by the county board chairman:

Chairman:	Dave Cruitt,	District No. 10
Committee Members:	Bruce Cannon,	District No. 2
	Jesse Durbin,	District No. 9
	Larry Lenz,	District No. 9

ROAD & BRIDGE COMMITTEE



KEY DECISIONS OF R&B COMMITTEE:

- Prioritized Bridge Replacement Projects: Ash Grove/Big Spring, Rose were approved for engineering
- Selected Bridges to be replaced with Pipe/Tank Cars
- Selection of Road Improvement Projects: Country Club Road
- Prioritizing of Roads and Bridges for Grant Submittals

COUNTY HIGHWAY DEPARTMENT FUNDING

ANNUAL LOCAL TAX & STATE MFT FUNDING

Shelby County receives local property tax funds and State motor fuel tax (MFT) funds. These funds are considered “Special Revenue Funds” due to the fact that they are legally restricted for expenditures for use by the Shelby County Highway Department for the construction and maintenance of Highways. The local tax revenues and expenditures are internally controlled by the County Bridge, County Highway, and Federal Aid Secondary accounts. The state motor fuel tax revenues and expenditures are internally controlled by the County Motor Fuel Tax and Township Motor Fuel Tax accounts. The expenditures and revenues associated with these funds are audited annually by the Shelby County contracted accounting firm of “Mose, Yockey, Brown & Kull, LLC (MY&K)”. In addition to the audit performed by MY&K, the State & Township MFT expenditures and revenues are audited annually by the Illinois Department of Transportation.

Details associated with these revenues and expenditures for the current Fiscal Year ending in August 31, 2017 will be published by MY&K in a report entitled “AUDITED FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION” in the spring of 2018.

STATE & FEDERAL CONTROLLED FUNDING

The IDOT committed State and Federal Funding for Shelby County Capital Improvement Projects as follows:

- Total Federal, State and local Construction Funds for Bridge & Road Projects = \$2,153,171
- Federal Bridge and Road Funds totaling approximately \$1,722,536 toward 80 % of the awarded contract construction and engineering costs for township and County bridges.
- State Bridge and Road Funds totaling approximately \$215,317 toward the awarded contract construction & construction engineering costs for township bridges construction

These funds are administered and controlled by the IDOT and ICC.

MISCELLANEOUS FUNDING

The Shelby County Highway Department miscellaneous funding as follows:

- Engineering fees from the \$2.0 million Township Motor Fuel Tax Program, totaling approximately \$80,000 for technical and contract administration services
- Maintenance expense reimbursement totaling approximately \$40,000 for approved requests and petitions from townships and villages.

COUNTY HIGHWAY DEPARTMENT FUNDING



Country Club Road

Awarded Federal Land Access Grant and Truck Access Road Program Ramp

ROAD & BRIDGE CAPITAL IMPROVEMENTS



Replace Henton County Highway Bridge
Awarded Construction Contract = \$708,446



Dry Point/Lakewood Township Bridge Replacement (13 Ton Posted)

- Location: 3 miles NW of Village of Cowden
- Awarded Construction Contract: \$456,688

ROAD & BRIDGE CAPITAL IMPROVEMENTS



Rural Township Railroad Crossing Improvement

- Location: 4.5 miles NE of Village of Tower Hill
- Awarded Construction Contract: \$40,873

ROAD & BRIDGE CAPITAL IMPROVEMENTS



Existing Bridge



New Bridge

Wood Street Bridge Replacement in City of Shelbyville under Construction (Closed Bridge)

- Location: City of Shelbyville
- Awarded Construction Contract: \$988,037

MAINTENANCE OF COUNTY HIGHWAYS



Repair Findlay Bridge



Making Cold Mix at County Highway Department

MAINTENANCE OF COUNTY HIGHWAYS



Brush Removal along Neoga County Highway



New Oil Storage Tank Installed At County Highway Department

MAINTENANCE OF COUNTY HIGHWAYS



Cold-Mix Overlay – Sigel and Clarksburg Blacktop County Highways

AID TO TOWNSHIPS AND MUNICIPALITIES



Drainage Structure Replacements in Cold Spring Township



Drainage Structure Replacement in Penn Township

AID TO TOWNSHIPS AND MUNICIPALITIES



Existing



New

Drainage Structure Replacement in Windsor Township



Existing Pipe



New Pipe

Drainage Structure Emergency Flood Damage Repair in Tower Hill Township

AID TO TOWNSHIPS AND MUNICIPALITIES



New Pipe Culvert

Drainage Structure Replacement in Clarksburg Township

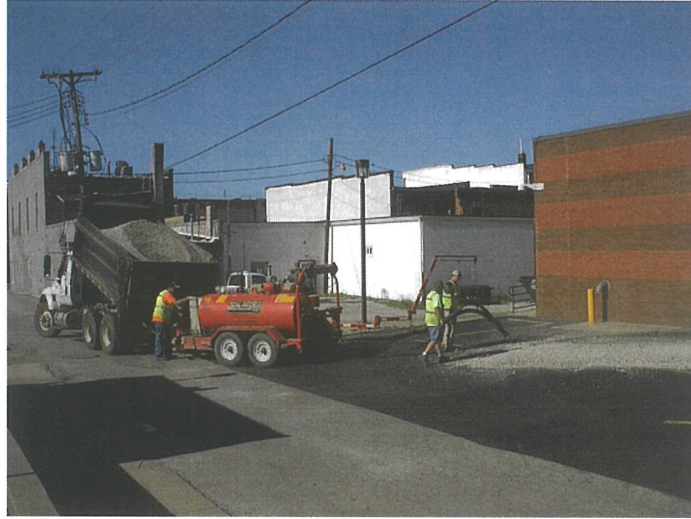


New Pipe Culvert

Drainage Structure Replacement in Oconee Township

SUPPORT SERVICES FOR OTHER DEPARTMENTS

Other Support Services for County Departments:



Sheriff Department Parking Lot Repair

- Courthouse: Transporting/Disposing documents;
- Sheriff Department Parking Lot Repair
- Assisted with Balloon Festival
- Animal Control Dept.: Burial of dogs

**Road & Bridge Committee
Meeting Minutes
December 8th, 2017**

- **Roll Call: Dave Cruitt, Bruce Cannon, Larry Lenz**
 - Also in attendance: Alan Spesard, County Engineer
 - **Road Trip to view upcoming and ongoing projects:**
 - Prairie petition to replace culvert
 - Todds Point petition to repair bridge
 - Richland petition to replace drainage structure
 - Rose petition to replace bridge

- **Adjournment: Next meetings scheduled for December 11th, 2017**

**Road & Bridge Committee
Meeting Minutes
December 11, 2017**

- **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 pipe replacement from Prairie Highway Commissioner
 - Committee recommended approval
 - Petition for drainage structure replacement from Richland Highway Commissioner
 - Committee recommended approval
 - Petition for Bridge rip rap repair from Todds Point Highway Commissioner
 - Committee recommended approval
 - Petition for Bridge replacement from Rose Township Highway Commissioner
 - Committee recommended approval
 - Resolution to use MFT funds for the maintenance of County Highways in 2018
 - Committee recommended approval
 - Agreement and Resolution to appropriate federal funds to pay half of County Engineer's Salary in 2018
 - Committee recommended approval
 - Status of TARP Grant submittal for Country Club Road Project - \$561,000
 - Rock and Culvert bid letting on January 5th
 - Annual Report next month
 - John Agney workers compensation claim
 - Purchase 2007 truck from Leach Wilson
 - Oconee Bridge and Sigel Bridge have ROW issues. May have to look for other bridges to build next year : Looking at Richland Bridge, Windsor Bridge or Rural Bridge to replace these bridges
 - Cowden intersection design continuing. Funding approved by Village Council. Anticipating bidding at February committee meeting.
 - Notified by FEMA that overpayment of Bridge replacement occurred and they want Township to return overpayment
 - Audit Reports from IDOT
- **Old Business:**
 - Christian County dump truck bids scheduled for ?
 - Ridge Highway Commissioner requested help with drainage issues along North boundary of Westervelt. We performed a survey and will try to come up with some solution for him
- **Adjournment: Next meetings scheduled for January 5th and 8th**

Health Comm.
All Bills were read & approved

10:00

[REDACTED] 10:25
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

FILED
JAN 09 2019

Jessica Joy
SHELBY COUNTY CLERK

Jan 9, 2018

Fees & Salary

Claims were approved.

FILED

JAN 09 2018

Jessica Cox
SHELBY COUNTY CLERK

1-9-2018

Here { Lynn Williams
Gary Gergert
Terry Metzger
Joe Woodall
Jim Anthon

Jim Anthon motion to accept bills as presided

and Terry Metzger

Pass

FILED

JAN 09 2018

Jessica Fox
SHELBY COUNTY CLERK

1-5-18 Public Bidding 0

Kenny Barr

9:00 AM

Frank M

to 9:20

Sheriff Koonce

Dave Cawlt

Bill Utz

Dale W

Gary G -

Meet with Bill Utz to
Seak Bids for Roof + Paramet
Repairs / Painting
to Present @ Full Co Bd
Meeting Feb / March 2018

C.E.F.S. Economic Opportunity Corporation

"Community Action Agency"



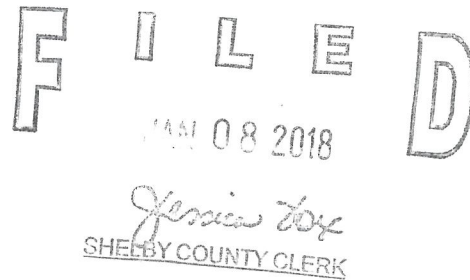
1805 S. Banker Street, P.O. Box 928
Effingham, IL 62401-0928
PHONE: (217) 342-2193 ~ FAX: (217) 342-4701
EMAIL: cefs@cefseoc.org
WEBSITE: www.cefseoc.org

PAUL D. WHITE
Chief Executive Officer

December 29, 2017

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



During the month of November, Nathan Nichols, Mobility Manager, attended the advisory council meeting and Inter-Agency meeting. He also distributed updated calendars and info to various locations. Enclosed are copies of the Shelby County November 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

314

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

Hours of Service for Shelby County Transportation are 6:00 A.M. to 6:00 P.M.												
Spring Indexes	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	20	23	21							
Number of Trips	1,579	2,181	2,183	2,391	2,213							
Number of Vehicles	9	9	9	9	9							
Revenue Vehicle Hours	874	1,062	965	996	913							
Revenue Vehicle Miles	12,101	13,674	12,710	13,565	12,268							
DOAP Revenues												
5311 Revenues												
Contract Revenues		\$2,056	\$8,921	\$820	\$11,866							
Fares	\$445	\$503	\$383	\$382	\$549							
System Expenses	\$26,367	\$39,732	\$31,093	\$27,007	\$34,458							
Net Revenues	-\$25,922	-\$37,173	-\$21,789	-\$25,805	-\$22,043	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Ridership	90	179	144	139	146							
Trip Denials	17	2	2	6	6							
Trip Denied but Provided	0	0	0	0	0							
Cost per Trip	\$16.70	\$18.22	\$14.24	\$11.30	\$15.57	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cost per Hour	\$30.17	\$37.41	\$32.22	\$27.12	\$37.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cost per Mile	\$2.18	\$2.91	\$2.45	\$1.99	\$2.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Maintenance of Vehicles	8	4	7	6	7							
Maintenance of Facilities	0	0	0	0	0							
New Service Contracts	0	5	0	2	0							
Overtime Hours	18	8	19	15	75							
Complaints	0	0	0	0	0							
Vehicle Accidents	0	0	0	0	0							
Mobility Index Outcomes/Efforts	0.071	0.098	0.098	0.107	0.099	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Annualized Mobility Index	0.847	1.009	1.063	1.118	1.132	0.943	0.809	0.707	0.629	0.566	0.515	0.472
(Note - Annual Goal is .69)												
2010 Census Rural Population												
Shelby County	22,363											

FILED
JAN 08 2018

JENNIE 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 11/1/2017 Through 11/30/2017

	Current Period Actual	Current Year Actual	Total Budget - Original
REVENUES:			
Program Income	11,866.46	23,662.98	0.00
Local Cash	549.00	2,261.75	0.00
Donations	0.00	2,000.00	0.00
Other Income	0.00	78.33	0.00
Total REVENUES:	12,415.46	28,003.06	0.00
EXPENDITURES			
Labor	18,835.94	92,188.81	0.00
Fringe Benefits	3,813.56	18,288.55	0.00
Services	5,426.50	14,186.88	0.00
Materials & Supplies	3,544.60	18,248.98	0.00
Utilities	1,439.50	5,641.25	0.00
Miscellaneous	1,344.55	3,691.31	0.00
Leases & Rentals	53.10	840.71	0.00
Total EXPENDITURES	34,457.75	153,086.49	0.00
INDIRECT COSTS			
Indirect Costs	0.00	5,571.19	0.00
Total INDIRECT COSTS	0.00	5,571.19	0.00

F I L E D

JAN 08 2018

Jessica Fox
SHELBY COUNTY CLERK

Jessica Fox

From: Reiser, Kathryn A [reiser@illinois.edu]
Sent: Wednesday, January 03, 2018 11:11 AM
To: countyboard@co.coles.il.us; clerk-recorder@cumberlandco.org; shcoclerk@shelbycounty-il.com; Judi Pollock; ctyclrk@moultrie.com
Cc: Boehm, Teri L; Litteral, Diana Jo; Sherman, Diane Marie; Deters, Kathy J
Subject: FW: UI Extension Local Government Education Webinars

Good morning!

Wondered if you'd be kind enough to pass this notice along to your county board members (and/or other local government colleagues) who might be interested in tuning in to these learning opportunities.

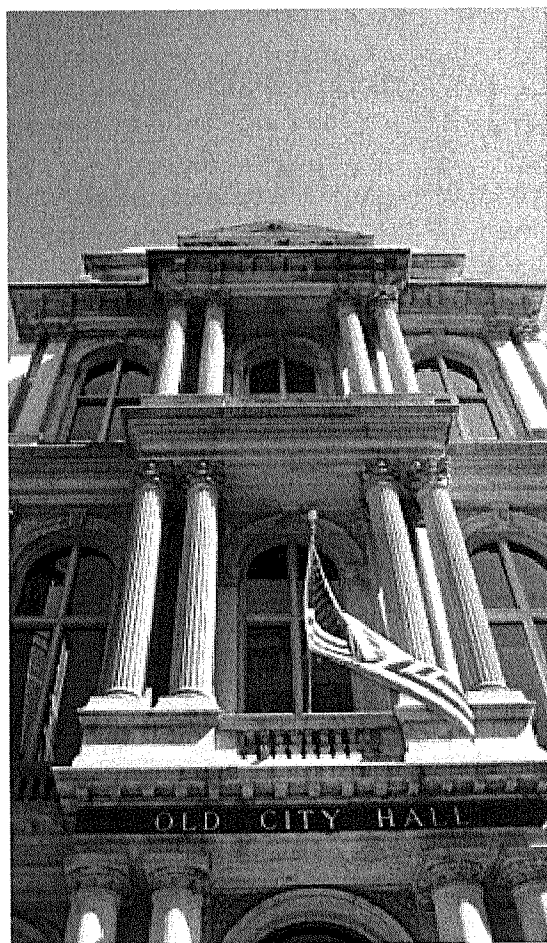
If any of your board members do not have access to an internet-enabled computer, they would be welcome to tune in at their local Extension office. *Since our offices generally are closed over the noon hour, we would ask them to let us know a few days in advance that they are interested and we'll gladly adjust staff schedules to accommodate their need.*

No need to let us know if they prefer to register and tune in on their own.

Thank you,

Kathy Reiser
University of Illinois Extension
County Director serving Coles, Cumberland, Douglas, Moultrie and Shelby Counties
Main office: 707-A Windsor Road, Charleston, IL 61920

[Click here to see this online](#)



**Local Government Education Webinars -
2017 Legislative Updates**

***2017 State and Federal Legislative
Updates***

*State Legislative Update presented by:
Taylor Anderson, Local Government
Legislative Liaison, Illinois Association of
County Board Members*

Noon-1PM, Thursday, January 11, 2018

*Federal Legislative Update presented by:
Jack Peterson, Associate Legislative Director
of Finance, Pensions and Intergovernmental
Affairs, National Association of Counties
(NACo)*

Noon-1PM, Thursday, January 18, 2018

***Legislative experts from Illinois
Association of County Board Members
and National Association of Counties
(NACo) will discuss recent changes in
legislation at the state and federal***

***levels that will have a direct impact on Illinois local governments this
coming year. With a Q&A session following each presentation, participating
officials will have opportunities to discuss impact and intent to develop a
better understanding of mandated expectations.***

[REGISTER HERE](#)

Zoning/EMA/PCOM Report

Shelby County Board Meeting 1/10/17

Zoning

5 Building Permits Issued in December

- 1 New Residences
- 3 Acc. Buildings
- 1 Grain Bin

Planning Commission may be meeting this month to consider a Special Exception permit request for a solar farm.

EMA

January is Resolve to be Ready Preparedness Month.

Attended WebEOC training 12-13-17 at the State EOC.

Activated warming center on 12-26-17, due to power outage in southern area of County, in conjunction with American Red Cross.

Met with City of Mattoon official regarding Lake Mattoon Dam Emergency Action Plan 12-27-17.

911 Board Meeting 1-8-18

Part 301 Working Group webinar 1-11-18

Grant agreement signed for EOC Enhancement Grant, \$13,322.00. Can now begin purchasing equipment.

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.

December Building Permit Log

<u>Permit #</u>	<u>Date</u>	<u>Name</u>	<u>Township</u>	<u>Parcel ID</u>	<u>Type</u>	<u>Est. Cost</u>	<u>Fee</u>
17-082	12/6/2017	Doug Dodson	02; Shelbyville	2013-02-00-200-015	New Residence	\$ 180,000.00	\$ 175.00
17-083	12/7/2017	Dennis Wirth	33; Ash Grove		Acc. Building	N/A	N/F
17-084	12/12/2017	Travis Vonderheide	12; Holland	0825-12-00-100-014	Grain Bin	N/A	N/F
17-085	12/12/2017	Jim Kenworthy	33; Dry Point	0518-33-00-300-007	Acc. Building	N/A	N/F
17-086	12/14/2017	Luke Anderson	30; Big Spring	0221-30-00-100-004	Acc. Building	N/A	N/F

Brad, Bot, Terry
Kay, Dr Spesard

Animal Control

December 27, 2017

9:00

FILED
DEC 27 2017

Jessie Doy
SHERIFF COUNTY CLERK

Reviewed and approved payroll and the bills.

Dog Wash November \$429.25

Total (11 mos) 5,262

Discussion regarding "Pet" responsibilities

- animals left at AC
- owner surrendered dogs & euthanization
- \$25 fee for surrendered dogs
- aggressive dogs

Brad completed the regualification for having a
weapon on 11-28-2017

Brief discussion regarding a letter from the Best Friends
Animal Society. Decided that if we use pet population
funds on feral cats we would "draw" the funds
because it is a big problem. The committee
wants to be able to continue helping spaying,
neutering, vaccinating animals that can be good
pets.

A discussion of feral cats followed - still no perfect
solution but continuing to address the problem.

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

IN THE MATTER OF
THE TOWER HILL FIRE
PROTECTION DISTRICT

)
)
)

NO. 1985-MC-1

OATH OF OFFICE

I, ROGER PAULEY, do solemnly swear that I will faithfully perform the duties of a Trustee of the TOWER HILL FIRE PROTECTION DISTRICT, and that I will do and perform all acts required of me by law to the best of my ability.

Dated this 10th day of January, 2018.

[Redacted Signature]

SUBSCRIBED AND SWORN TO before me this 10th day of January, 2018.



[Redacted Signature]
Notary Public

BOND APPROVED: [Redacted Signature]

Chairman, Shelby County Board

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

IN THE MATTER OF
THE TOWER HILL
FIRE PROTECTION DISTRICT

)
)
)


NO. 1985-MC-1

TRUSTEE'S BOND

KNOW ALL MEN BY THESE PRESENTS, that we, ROGER PAULEY as Principal,
and Donald Selby and Scott Gatons as sureties, of
the County of Shelby and State of Illinois, are bound to the People of the State of Illinois in the
penal sum of Five Hundred Dollars (\$500.00).

THE CONDITION OF THIS OBLIGATION IS SUCH that, if the said PRINCIPAL who
has been appointed a member of the Board of Trustees of TOWER HILL FIRE PROTECTION
DISTRICT, faithfully discharges the duties of his office according to law and does all acts which
at any time may be required of him by law, then this obligation is void; otherwise it remains in
full force and effect.

WITNESS our hands and seals this 10th day of January, 2018.


Principal


Surety


Surety

STATE OF ILLINOIS)
COUNTY OF SHELBY) SS.

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby
certify that ROGER PAULEY and Donald Selby and Scott Gatons,
personally known to me to be the same persons whose names are subscribed to the foregoing
instrument, appeared before me this day in person and acknowledged that they signed, sealed and
delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and Notarial Seal this 10th day of January, 2018.




Notary Public

321A

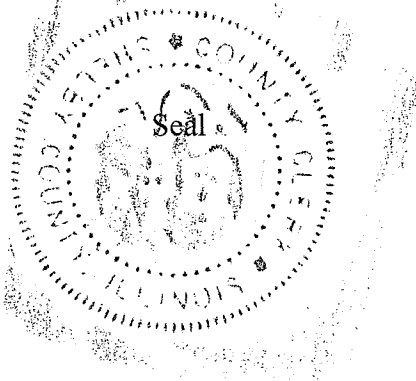
IN THE CIRCUIT COURT OF THE FOURTH JUDICIAL CIRCUIT
SHELBY COUNTY, ILLINOIS


IN THE MATTER OF)
THE TOWER HILL)
FIRE PROTECTION DISTRICT) NO. 1985-MC-1

CERTIFICATE OF APPOINTMENT

I, the undersigned, County Clerk of Shelby County, Illinois, do hereby certify that **ROGER PAULEY** was appointed by the Chairman of the County Board of Shelby County, Illinois, to a one-year term beginning on Monday, January 15, 2018, as trustee of THE TOWER HILL FIRE PROTECTION DISTRICT, and that said appointment was approved by the County Board of Shelby County on the 10th day of January, 2018.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and seal of office on the 10th day of January, 2018.





County Clerk

2018-04

RESOLUTION APPROVING THE APPOINTMENT OF TRUSTEE
FOR THE TOWER HILL FIRE PROTECTION DISTRICT

WHEREAS, THE TOWER HILL FIRE PROTECTION DISTRICT is a duly organized and operating fire protection district contained entirely within the County of Shelby, State of Illinois, but not wholly within a single township or municipality, and

WHEREAS, 70 ILCS 705/4 (3), provides that the trustees for a fire protection district so situated shall be appointed by the presiding officer of the County Board with the advice and consent of the County Board, and

WHEREAS, the Chairman of the County Board has appointed **ROGER PAULEY** to serve a one-year term as President commencing Monday, January 15, **2018**, and directed that, prior to that time, he file with the Shelby County Circuit Clerk his bond in the amount of Five Hundred Dollars (\$500.00) with two individual sureties,

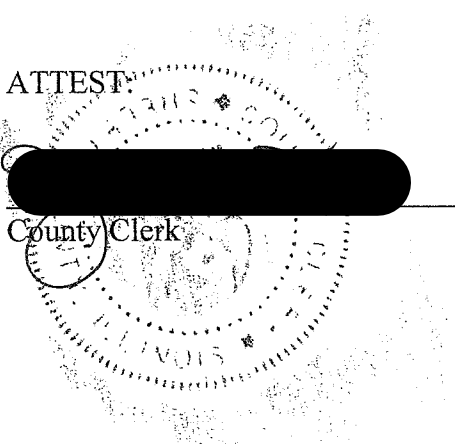
NOW THEREFORE, be it resolved by the County Board of Shelby County, Illinois, that the Chairman's appointment of **ROGER PAULEY** to serve as President for the TOWER HILL FIRE PROTECTION DISTRICT, is hereby approved, and the Chairman is authorized to approve his Trustee's Bond in the amount of Five Hundred Dollars (\$500.00) with two individual sureties.

PASSED AND APPROVED this 10th day of January, 2018.


Chairman, Shelby County Board

ATTEST:




County Clerk



APPOINTMENT OF TRUSTEE FOR
THE TOWER HILL FIRE PROTECTION DISTRICT

PURSUANT TO authority granted in 70 ILCS 705/4 (3), I, the undersigned, being the presiding officer of the County Board of Shelby County, Illinois, hereby appoint **ROGER PAULEY** as Trustee for the **TOWER HILL FIRE PROTECTION DISTRICT**, with the advice and consent of the County Board, to serve a one-year term commencing on Monday, January 15, 2018, and direct that, prior to that date, he present to me for approval his bond in the amount of Five Hundred Dollars (\$500.00) with two individuals as sureties thereon and that, upon approval thereof, he file such bond in the office of the Shelby County Circuit Clerk.

Dated this 10th day of January, 2018.

Chairman, Shelby County Board

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

IN THE MATTER OF
THE TOWER HILL FIRE
PROTECTION DISTRICT

)
)
)

NO. 1985-MC-1

OATH OF OFFICE

I, DONALD SELBY, do solemnly swear that I will faithfully perform the duties of a Trustee of the TOWER HILL FIRE PROTECTION DISTRICT, and that I will do and perform all acts required of me by law to the best of my ability.

Dated this 10 day of Jan., 2018.

[Redacted Signature]

SUBSCRIBED AND SWORN TO before me this 10th day of January, 2018.

[Redacted Signature]

Notary Public



BOND APPROVED:

[Redacted Signature]

Chairman, Shelby County Board

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

IN THE MATTER OF
THE TOWER HILL
FIRE PROTECTION DISTRICT

)
)
)


NO. 1985-MC-1

TRUSTEE'S BOND

KNOW ALL MEN BY THESE PRESENTS, that we, DONALD SELBY as Principal,
and Roger Pawley and Scott Gatons as sureties, of
the County of Shelby and State of Illinois, are bound to the People of the State of Illinois in the
penal sum of Five Hundred Dollars (\$500.00).

THE CONDITION OF THIS OBLIGATION IS SUCH that, if the said PRINCIPAL who
has been appointed a member of the Board of Trustees of TOWER HILL FIRE PROTECTION
DISTRICT, faithfully discharges the duties of his office according to law and does all acts which
at any time may be required of him by law, then this obligation is void; otherwise it remains in
full force and effect.

WITNESS our hands and seals this 10th day of January, 2018.


Principal


Surety



Surety

STATE OF ILLINOIS)
COUNTY OF SHELBY) SS.

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby
certify that DONALD SELBY and Roger Pawley and Scott Gatons,
personally known to me to be the same persons whose names are subscribed to the foregoing
instrument, appeared before me this day in person and acknowledged that they signed, sealed and
delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and Notarial Seal this 10th day of January, 2018.

OFFICIAL SEAL
JAMIE KAY HANKINS
Notary Public - State of Illinois
Commission Expires 2/23/2019


Notary Public

2018-05

RESOLUTION APPROVING THE APPOINTMENT OF TRUSTEE
FOR THE TOWER HILL FIRE PROTECTION DISTRICT


WHEREAS, THE TOWER HILL FIRE PROTECTION DISTRICT is a duly organized and operating fire protection district contained entirely within the County of Shelby, State of Illinois, but not wholly within a single township or municipality, and

WHEREAS, 70 ILCS 705/4 (3), provides that the trustees for a fire protection district so situated shall be appointed by the presiding officer of the County Board with the advice and consent of the County Board, and

WHEREAS, the Chairman of the County Board has appointed **DONALD SELBY** to serve a full three-year term as trustee commencing Monday, January 15, 2018, and directed that, prior to that time, he file with the Shelby County Circuit Clerk his bond in the amount of Five Hundred Dollars (\$500.00) with two individual sureties,

NOW THEREFORE, be it resolved by the County Board of Shelby County, Illinois, that the Chairman's appointment of **DONALD SELBY** to serve as Trustee for the TOWER HILL FIRE PROTECTION DISTRICT, is hereby approved, and the Chairman is authorized to approve his Trustee's Bond in the amount of Five Hundred Dollars (\$500.00) with two individual sureties.

PASSED AND APPROVED this 10th day of January, 2018.


Chairman, Shelby County Board

ATTEST:


County Clerk

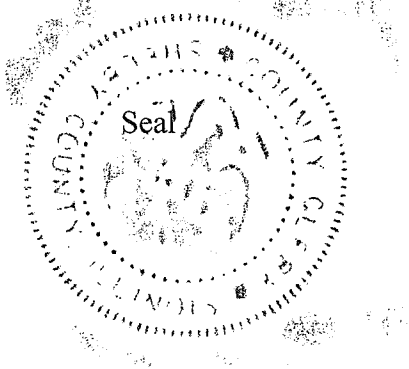
IN THE CIRCUIT COURT OF THE FOURTH JUDICIAL CIRCUIT
SHELBY COUNTY, ILLINOIS


IN THE MATTER OF)
THE TOWER HILL)
FIRE PROTECTION DISTRICT) NO. 1985-MC-1

CERTIFICATE OF APPOINTMENT

I, the undersigned, County Clerk of Shelby County, Illinois, do hereby certify that **DONALD SELBY** was appointed by the Chairman of the County Board of Shelby County, Illinois, to a full three-year term beginning Monday, January 15, 2018, as trustee of THE TOWER HILL FIRE PROTECTION DISTRICT, and that said appointment was approved by the County Board of Shelby County on the 10th day of January, 2018.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and seal of office on the 10th day of January, 2018.





County Clerk

APPOINTMENT OF TRUSTEE FOR
THE TOWER HILL FIRE PROTECTION DISTRICT

PURSUANT TO authority granted in 70 ILCS 705/4 (3), I, the undersigned, being the presiding officer of the County Board of Shelby County, Illinois, hereby appoint **DONALD SELBY** as Trustee for the **TOWER HILL FIRE PROTECTION DISTRICT**, with the advice and consent of the County Board, to serve a full three-year term commencing on Monday, January 15, 2018, and direct that, prior to that date, he present to me for approval his bond in the amount of Five Hundred Dollars (\$500.00) with two individuals as sureties thereon and that, upon approval thereof, he file such bond in the office of the Shelby County Circuit Clerk.

Dated this 10th day of January, 2018.

A black rectangular redaction box covers the signature of the Chairman. Above the box, the letters "A C A" are handwritten in ink.

Chairman, Shelby County Board

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

IN THE MATTER OF
THE TOWER HILL FIRE
PROTECTION DISTRICT

)
)
)

NO. 1985-MC-1

OATH OF OFFICE

I, SCOTT GATONS, do solemnly swear that I will faithfully perform the duties of a Trustee of the TOWER HILL FIRE PROTECTION DISTRICT, and that I will do and perform all acts required of me by law to the best of my ability.

Dated this 10th day of JANUARY, 2018.



SUBSCRIBED AND SWORN TO before me this 10th day of January, 2018.




Notary Public

BOND APPROVED: 

Chairman, Shelby County Board

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

IN THE MATTER OF
THE TOWER HILL
FIRE PROTECTION DISTRICT

)
)
)


NO. 1985-MC-1

TRUSTEE'S BOND

KNOW ALL MEN BY THESE PRESENTS, that we, SCOTT GATONS as Principal,
and Roger Pawley and Donald Selby as sureties, of the County of
Shelby and State of Illinois, are bound to the People of the State of Illinois in the penal sum of
Five Hundred Dollars (\$500.00).

THE CONDITION OF THIS OBLIGATION IS SUCH that, if the said PRINCIPAL who
has been appointed a member of the Board of Trustees of TOWER HILL FIRE PROTECTION
DISTRICT, faithfully discharges the duties of his office according to law and does all acts which
at any time may be required of him by law, then this obligation is void; otherwise it remains in
full force and effect.

WITNESS our hands and seals this 10th day of January, 2018.


Principal


Surety


Surety

STATE OF ILLINOIS)
COUNTY OF SHELBY) SS.

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, do hereby
certify that SCOTT GATONS and Roger Pawley and Donald Selby,
personally known to me to be the same persons whose names are subscribed to the foregoing
instrument, appeared before me this day in person and acknowledged that they signed, sealed and
delivered the said instrument as their free and voluntary act, for the uses and purposes therein set forth.

GIVEN under my hand and Notarial Seal this 10th day of January, 2018.




Notary Public

2018-06

RESOLUTION APPROVING THE APPOINTMENT OF TRUSTEE
FOR THE TOWER HILL FIRE PROTECTION DISTRICT


WHEREAS, THE TOWER HILL FIRE PROTECTION DISTRICT is a duly organized and operating fire protection district contained entirely within the County of Shelby, State of Illinois, but not wholly within a single township or municipality, and

WHEREAS, 70 ILCS 705/4 (3), provides that the trustees for a fire protection district so situated shall be appointed by the presiding officer of the County Board with the advice and consent of the County Board, and

WHEREAS, the Chairman of the County Board has appointed SCOTT GATONS to serve a two-year term as trustee commencing Monday, January 15, 2018, and directed that, prior to that time, he file with the Shelby County Circuit Clerk his bond in the amount of Five Hundred Dollars (\$500.00) with two individual sureties,

NOW THEREFORE, be it resolved by the County Board of Shelby County, Illinois, that the Chairman's appointment of SCOTT GATONS to serve as Trustee for the TOWER HILL FIRE PROTECTION DISTRICT, is hereby approved, and the Chairman is authorized to approve his Trustee's Bond in the amount of Five Hundred Dollars (\$500.00) with two individual sureties.

PASSED AND APPROVED this 10th day of January, 2018.


Chairman, Shelby County Board

ATTEST:


County Clerk

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

IN THE MATTER OF
THE TOWER HILL
FIRE PROTECTION DISTRICT

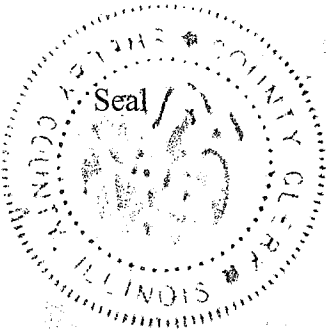
)
)
)


NO. 1985-MC-1

CERTIFICATE OF APPOINTMENT

I, the undersigned, County Clerk of Shelby County, Illinois, do hereby certify that **SCOTT GATONS** was appointed by the Chairman of the County Board of Shelby County, Illinois, to a two-year term beginning on Monday, January 15, 2018, as trustee of THE TOWER HILL FIRE PROTECTION DISTRICT, and that said appointment was approved by the County Board of Shelby County on the 10th day of January, 2018.

IN WITNESS WHEREOF, I have hereunto affixed my official signature and seal of office on the 10th day of January, 2018.




County Clerk

APPOINTMENT OF TRUSTEE FOR
THE TOWER HILL FIRE PROTECTION DISTRICT

PURSUANT TO authority granted in 70 ILCS 705/4 (3), I, the undersigned, being the presiding officer of the County Board of Shelby County, Illinois, hereby appoint **SCOTT GATONS** as Trustee for the **TOWER HILL FIRE PROTECTION DISTRICT**, with the advice and consent of the County Board, to serve a two-year term commencing on Monday, January 15, 2018, and direct that, prior to that date, he present to me for approval his bond in the amount of Five Hundred Dollars (\$500.00) with two individuals as sureties thereon and that, upon approval thereof, he file such bond in the office of the Shelby County Circuit Clerk.

Dated this 10th day of January, 2018.



Chairman, Shelby County Board

Shelby County

Monthly Balance Sheet

Shelby County

		<u>12/31/2017</u>
	ASSETS	
GENERAL	001-1000-00-00 CHECKING	\$10,000.00
GENERAL	001-1001-00-00 COUNTY PAYROLL CLEARING	\$47,969.42
GENERAL	001-1002-00-00 SECTION 105	\$158,008.42
GENERAL	001-1100-00-00 PETTY CASH	\$5,000.00
GENERAL	001-1101-00-00 PROBATION CASH	\$50.00
GENERAL	001-1203-00-00 SHELBY CO GROUP INSURANCE	\$71,085.22
GENERAL	001-1300-00-00 MONEY MARKETS	\$2,961,495.53
GENERAL	001-1400-00-00 CERTIFICATE OF DEPOSITS	\$646,488.17
GENERAL	001-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$64,668.57)
	Totals for Fund 001:	<u>\$3,835,428.19</u>
COUNTY HEALTH	002-1100-00-00 PETTY CASH	\$135.64
COUNTY HEALTH	002-1200-00-00 SAVINGS	\$86,753.03
COUNTY HEALTH	002-1300-00-00 MONEY MARKETS	\$26,237.48
COUNTY HEALTH	002-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$0.01)
	Totals for Fund 002:	<u>\$113,126.14</u>
ANIMAL CONTROL	003-1300-00-00 MONEY MARKETS	\$47,133.38
ANIMAL CONTROL	003-1400-00-00 CERTIFICATE OF DEPOSITS	\$38,070.82
ANIMAL CONTROL	003-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$2,063.88)
	Totals for Fund 003:	<u>\$83,140.32</u>
AMBULANCE	004-1200-00-00 SAVINGS	\$111,687.84
AMBULANCE	004-1400-00-00 CERTIFICATE OF DEPOSITS	\$23,699.54
	Totals for Fund 004:	<u>\$135,387.38</u>
MENTAL HEALTH	005-1300-00-00 MONEY MARKETS	\$1,538,983.66
MENTAL HEALTH	005-1400-00-00 CERTIFICATE OF DEPOSITS	\$154,047.09
MENTAL HEALTH	005-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$10.00)
	Totals for Fund 005:	<u>\$1,693,020.75</u>
IMRF	006-1200-00-00 SAVINGS	\$882,545.35
IMRF	006-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$56,450.91)
	Totals for Fund 006:	<u>\$826,094.44</u>
SOCIAL SECURITY	007-1200-00-00 SAVINGS	\$282,235.16
	Totals for Fund 007:	<u>\$282,235.16</u>
INDEMNITY	008-1200-00-00 SAVINGS	\$57,030.76
INDEMNITY	008-1400-00-00 CERTIFICATE OF DEPOSITS	\$54,916.59
	Totals for Fund 008:	<u>\$111,947.35</u>
COURT SECURITY	010-1200-00-00 SAVINGS	\$3,824.18
COURT SECURITY	010-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$38,609.41)
	Totals for Fund 010:	<u>(\$34,785.23)</u>

Shelby County

Monthly Balance Sheet

Shelby County

		<u>12/31/2017</u>
COUNTY BRIDGE	011-1300-00-00 MONEY MARKETS	\$185,069.60
	Totals for Fund 011:	<u>\$185,069.60</u>
COUNTY HIGHWAY	012-1200-00-00 SAVINGS	\$267,885.80
	Totals for Fund 012:	<u>\$267,885.80</u>
FASM	013-1300-00-00 MONEY MARKETS	\$147,947.56
	Totals for Fund 013:	<u>\$147,947.56</u>
COUNTY MFT	014-1300-00-00 MONEY MARKETS	\$439,474.21
	Totals for Fund 014:	<u>\$439,474.21</u>
TOURISM	015-1200-00-00 SAVINGS	\$4,602.56
	Totals for Fund 015:	<u>\$4,602.56</u>
PROBATION	016-1200-00-00 SAVINGS	\$201,343.54
PROBATION	016-1400-00-00 CERTIFICATE OF DEPOSITS	\$98,383.80
PROBATION	016-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$292.45)
	Totals for Fund 016:	<u>\$299,434.89</u>
ASSIST COURT	017-1200-00-00 SAVINGS	\$17,109.34
	Totals for Fund 017:	<u>\$17,109.34</u>
LAW LIBRARY	018-1200-00-00 SAVINGS	\$1,929.45
LAW LIBRARY	018-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$204.00)
	Totals for Fund 018:	<u>\$1,725.45</u>
AUTOMATION	019-1200-00-00 SAVINGS	\$56,878.48
	Totals for Fund 019:	<u>\$56,878.48</u>
RECORDING	020-1200-00-00 SAVINGS	\$164,177.52
RECORDING	020-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$475.00)
	Totals for Fund 020:	<u>\$163,702.52</u>
DRUG TRAFFIC PREVENTION	021-1200-00-00 SAVINGS	\$384.77
DRUG TRAFFIC PREVENTION	021-1999-00-00 DUE TO/DUE FROM GENERAL FUND	(\$180.76)
	Totals for Fund 021:	<u>\$204.01</u>
AIRPORT	022-1000-00-00 CHECKING	\$2,159.53
AIRPORT	022-1300-00-00 MONEY MARKETS	\$42,918.49
AIRPORT	022-1400-00-00 CERTIFICATE OF DEPOSITS	\$20,659.75
	Totals for Fund 022:	<u>\$65,737.77</u>
CEFS	023-1200-00-00 SAVINGS	\$1,877.52
	Totals for Fund 023:	<u>\$1,877.52</u>
HOME NURSING	024-1300-00-00 MONEY MARKETS	\$864,308.43
HOME NURSING	024-1400-00-00 CERTIFICATE OF DEPOSITS	\$243,497.83

Shelby County

Monthly Balance Sheet

Shelby County

		<u>12/31/2017</u>
	Totals for Fund 024:	\$1,107,806.26
WIC	025-1000-00-00 CHECKING	\$39,631.55
	Totals for Fund 025:	\$39,631.55
LOCAL BRIDGE	026-1300-00-00 MONEY MARKETS	\$45,898.14
	Totals for Fund 026:	\$45,898.14
TOWNSHIP BRIDGE	027-1200-00-00 SAVINGS	\$95,362.97
	Totals for Fund 027:	\$95,362.97
TOWNSHIP CONTRUCTION	028-1000-00-00 CHECKING	\$0.24
	Totals for Fund 028:	\$0.24
TOWNSHIP MFT	029-1300-00-00 MONEY MARKETS	\$1,191,756.57
	Totals for Fund 029:	\$1,191,756.57
ESTATE TAX	031-1200-00-00 SAVINGS	\$1,150.20
	Totals for Fund 031:	\$1,150.20
MINOR UNKNOWN HEIRS	032-1200-00-00 SAVINGS	\$46,056.39
	Totals for Fund 032:	\$46,056.39
PROBATION DRUG TESTING	037-1200-00-00 SAVINGS	\$2,639.31
	Totals for Fund 037:	\$2,639.31
DRAINAGE	039-1000-00-00 CHECKING	\$10,000.00
DRAINAGE	039-1200-00-00 SAVINGS	\$354,179.66
DRAINAGE	039-1300-00-00 MONEY MARKETS	\$40,244.22
DRAINAGE	039-1999-00-00 DUE TO/DUE FROM GENERAL FUND	\$10.00
	Totals for Fund 039:	\$404,433.88
DOCUMENT STORAGE	040-1200-00-00 SAVINGS	\$72,415.29
	Totals for Fund 040:	\$72,415.29
MISC COUNTY HEALTH	043-1200-00-00 SAVINGS	\$153,688.74
MISC COUNTY HEALTH	043-1400-00-00 CERTIFICATE OF DEPOSITS	\$82,948.50
	Totals for Fund 043:	\$236,637.24
LITIGATION	044-1200-00-00 SAVINGS	\$5,627.50
LITIGATION	044-1300-00-00 MONEY MARKETS	\$17,769.19
	Totals for Fund 044:	\$23,396.69
REVOLVING LOAN	045-1200-00-00 SAVINGS	\$304,713.62
REVOLVING LOAN	045-1400-00-00 CERTIFICATE OF DEPOSITS	\$209,680.13
	Totals for Fund 045:	\$514,393.75
VICTIM IMPACT PANEL	046-1200-00-00 SAVINGS	\$15,501.12

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Shelby County

Monthly Balance Sheet

Shelby County

		<u>12/31/2017</u>
	Totals for Fund 046:	<u>\$15,501.12</u>
STATE'S ATTORNEY FORFEITE	047-1200-00-00 SAVINGS	<u>\$1,126.66</u>
	Totals for Fund 047:	<u>\$1,126.66</u>
RESCUE SQUAD DIVE TEAM	050-1200-00-00 SAVINGS	<u>\$15,824.75</u>
	Totals for Fund 050:	<u>\$15,824.75</u>
DUI EQUIPMENT	051-1200-00-00 SAVINGS	<u>\$25,159.42</u>
	Totals for Fund 051:	<u>\$25,159.42</u>
GIS	052-1200-00-00 SAVINGS	<u>\$467,051.23</u>
	Totals for Fund 052:	<u>\$467,051.23</u>
CAPITAL IMPROVEMENT	054-1300-00-00 MONEY MARKETS	<u>\$390,514.45</u>
	Totals for Fund 054:	<u>\$390,514.45</u>
PET POPULATION	055-1000-00-00 CHECKING	<u>\$27,290.11</u>
PET POPULATION	055-1999-00-00 DUE TO/DUE FROM GENERAL FUND	<u>\$124.70</u>
	Totals for Fund 055:	<u>\$27,414.81</u>
EMA SPECIAL	056-1300-00-00 MONEY MARKETS	<u>\$13,717.69</u>
	Totals for Fund 056:	<u>\$13,717.69</u>
STATE'S ATTORNEY AUTOMAT	057-1200-00-00 SAVINGS	<u>\$4,354.66</u>
	Totals for Fund 057:	<u>\$4,354.66</u>
DRUG COURT	058-1200-00-00 SAVINGS	<u>\$17,308.22</u>
	Totals for Fund 058:	<u>\$17,308.22</u>
TAX SALE AUTOMATION	060-1200-00-00 SAVINGS	<u>\$5,611.95</u>
	Totals for Fund 060:	<u>\$5,611.95</u>
MISC STATE GRANT PROGRA	061-1300-00-00 MONEY MARKETS	<u>\$27.59</u>
	Totals for Fund 061:	<u>\$27.59</u>
RESCUE SQUAD	062-1200-00-00 SAVINGS	<u>\$4,444.32</u>
	Totals for Fund 062:	<u>\$4,444.32</u>
CORONER SPECIAL FUND	063-1200-00-00 SAVINGS	<u>\$8,667.63</u>
	Totals for Fund 063:	<u>\$8,667.63</u>
SOLID WASTE FUND	064-1200-00-00 SAVINGS	<u>\$516.00</u>
	Totals for Fund 064:	<u>\$516.00</u>
	Total	<u><u>\$13,476,063.19</u></u>
	Total ASSETS	<u><u>\$13,476,063.19</u></u>

324C

Shelby County
Monthly Balance Sheet
Shelby County

		<u>12/31/2017</u>
LIABILITIES AND FUND BALANCE		
LIABILITIES		
GENERAL	001-2002-00-00 PAYROLL CLEARING	<u>(\$1,680.90)</u>
	Totals for Fund 001:	<u>\$1,680.90</u>
PROBATION	016-2001-00-00 ACCOUNTS PAYABLE CLEARING	<u>\$10.00</u>
	Totals for Fund 016:	<u>(\$10.00)</u>
TOTAL LIABILITIES		<u>(\$1,670.90)</u>
TOTAL LIABILITIES AND FUND BALANCE		<u><u>(\$1,670.90)</u></u>

Shelby County Collector Balance Sheet County Collector Accounts

		<u>12/31/2017</u>
Assets		
100-1001-001	SHELBY COUNTY STATE BANK	\$515.45
100-1002-002	BUSEYBANK-BUSEY	(\$110,023.91)
100-1019-019	INB-ILLINOIS EPAY	\$988.63
100-1030-030	BUSEYBANK-TRUSTEE PAYMENT ACCT	\$0.00
100-1203-003	1ST NATL BANK OF ASSUMPTION	\$142.90
100-1205-005	COMMUNITY BANKS	\$144.13
100-1210-010	SCSB-STRASBURG	\$181.58
100-1215-015	BUSEYBANK-TAX TRUST	\$1,394.67
100-1301-001	SHELBY COUNTY STATE BANK	\$9,043.20
100-1302-002	BUSEYBANK-BUSEY	\$23,682.67
100-1304-004	FIRST NATL BANK OF NOKOMIS	\$726.63
100-1306-006	SCSB-FINDLAY	\$194.72
100-1307-007	FIRST NATL BANK OF PANA	\$316.08
100-1308-008	PEOPLES BANK & TRUST	\$244.85
100-1309-009	1ST NATL BANK	\$297.31
100-1311-011	SCSB-WINDSOR	\$303.66
100-1312-012	DEWITT SAVINGS BANK	\$221.27
100-1313-013	FIRST FEDERAL S & L	\$228.58
100-1316-016	SIGEL COMMUNITY	\$270.17
100-1317-017	NATL BANK-PANA	\$1,123.83
100-1318-018	SCSB-MOWEAQUA	\$274.99
100-1319-019	THE ILLINOIS FUNDS-ILLINOIS EPAY	\$209,529.97
Total Assets		<u><u>\$139,801.38</u></u>
Liabilities and Fund Balance		
Liabilities		
100-2000-000	ACCOUNTS PAYABLE CLEARING--	\$0.00
Total Liabilities		<u><u>\$0.00</u></u>
Fund Balance		
100-3000-000	Fund Balance--	\$41,169,996.18
Total Fund Balance		<u><u>\$41,169,996.18</u></u>
Total Liabilities and Fund Balance		<u><u>\$41,169,996.18</u></u>

324E