

August 12, 2025
SHELBY COUNTY BOARD MEETING AGENDA
August 14, 2025 – 7:00 P. M.
Courtroom A – Shelby County Courthouse

1. Call to Order- Pledge of Allegiance- Prayer
2. Roll Call
3. Discussion and vote to approve minutes from July 10, 2025, Board meeting
4. Public Body Comment
5. Beth Debolt, Coroner – Discussion and vote to approve the proposed update to pay structure (compensation) for deputy coroners
6. Heather Wade, Probation CMO – Discussion and vote to approve:
 - A. Intergovernmental Agreement with Kane County
 - B. Annual Firearms Approval
7. Scott McKee, Zoning Administrator – Discussion and vote to approve:
 - A. A map amendment for Greg and Rosemary Baugher to rezone parcel 2409-36-00-400-008 from residential to general business for use as a commercial self-storage facility
 - B. A text amendment prohibiting shipping containers in areas of Shelby County zoned as residential and rural residential
8. Discussion and vote to approve posting a job notice for the Zoning Administrator position
9. Discussion and vote to approve the Shelby County Hazard Mitigation Plan
10. Discussion and vote to approve a request from the Sheriff's Department to surplus a 2013 Ford Explorer VIN 1FM5K8B88DG02461 with approximately 178,000 miles
11. Discussion and vote to amend the budget for PCOM/Public Transportation Administrator upon recommendation of the BAL committee
12. Discussion and vote to approve the Rescue Squad SOPs/SOGs as recommended by the Public Safety Committee
13. Discussion and vote to approve the 2026 Holiday Calendar
14. Committee Reports
15. Chairman Appointments – Discussion and vote to approve:
Appointment to Mental Health “708” Board to replace Robyn Carswell who resigned
16. Chairman updates & Correspondence
17. Old Business
18. Approve payment of claims
19. Public Body Comment
20. Adjournment

Please silence cell phones during the Board meeting.

Prayer today is given by Board member Chad Yantis

SHELBY COUNTY BOARD MEETING

August 14, 2025 – 7:00 P.M.

(Video archive of this meeting can be found at shelbycounty-il.gov on YouTube)

The Shelby County Board met on Thursday, August 14, 2025, at 7:00 P.M. in Courtroom A of the Shelby County Courthouse in Shelbyville, Illinois.

Chairman Tad Mayhall called the meeting to order. All those present recited the Pledge of Allegiance and board member Chad Yantis gave the prayer.

County Clerk Jessica Fox called the roll. McCormick, Mitchell, Price, Syfert, and Tate were absent.

Minutes for the July 10, 2025, board meeting were presented for approval. Boehm made motion to approve the minutes. Yantis seconded said motion, which passed by voice vote (17 yes, 0 no).

Chairman Mayhall called for public body comment.

Public body comments/opinions expressed are summarized as follows:

A question was asked about the Rescue Squad SOP/SOG's

A couple of comments were made in opposition to the prohibition of shipping containers

Shelby County Coroner Beth Debolt requested approval from the board for an updated pay structure for the deputy coroners. The proposed pay structure would increase the on-call stipend from \$1000 to \$1200 per month and increase the hourly wage for any deputy responding to a call from \$15.00 to \$17.00 an hour. (See the proposed update to pay structure document attached to these minutes). Debolt stated the money was already in the budget. There are currently 8 deputy coroners, 2 which are used frequently, 2 which are very new, and 4 that are not used that much, but are available if needed. Debolt stated she increased her deputies in order to try and reduce burnout. Debolt stated the number of calls varies per month. The most calls received in a month since she took over in January was 45, in July there were only 15 calls.

Matlock made motion to approve the new pay changes. Pritchard seconded said motion, which passed by roll call vote (16 yes, 1 nay – Wallace). Ayes: Boehm, Brown, Cole, Edwards, Grant, Gregg, Hardy, Matlock, Mayhall, Miller, Morse, Pritchard, Ross, Wafford, Wood, and Yantis. Nay: Wallace.

Gregg made motion to approve Probation CMO Heather Wade's request to approve an intergovernmental agreement with Kane County for juvenile detention services, and the annual firearms approval. Boehm seconded said motion. Wade explained she would like to request to amend the IgA will be a 2-year contract instead of a 3-year contract. The price will also increase from \$175 per person/day to \$225 per day. The Sheriff would like her to find someplace closer but unfortunately other places are either full, or only take juveniles of their own county. The county could get out of this agreement with Kane sooner, if they could find a facility closer to Shelby County. Wade stated that the Kane County facility was one of the best in the state that provided great service and care and was a safe place for the kids. Wade also presented her annual firearms authorization which must be approved and signed by herself, the board chair, the chief judge, and the resident circuit judge

Pritchard made motion to approve the amendments to the IgA. Morse seconded said motion, which passed by voice vote (17 yes, 0 no).

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

Wade also updated the board that the office has received their allocation for FY 2026. \$172,677, was approved for salaries by the Supreme Court and for the 6th straight year the salaries will be 100% funded. Wade completed her budget and submitted it to the County Clerk. She will be making some changes following the completion of her annual plan which is 75% complete and is due August 31. Shelby County juvenile detention policy and procedures were recently updated. New standards were released by the AOIC in February and those have been updated in the annual plan. Wade will be meeting with all local law enforcement regarding juvenile detention. There are currently 5 participants in the Drug Court program. Probation officer Angie Durbin created a pamphlet about drug court that is on the website detailing the program and the referral.

Ross made motion to approve a map amendment for Greg and Rosemary Baugher to rezone parcel 2409-36-00-400-008 from residential to general business for use as a commercial self-storage facility. Morse seconded said motion. Zoning Administrator Scott McKee said this was a fairly basic zoning amendment. McKee did receive one letter in

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opposition from Don and Linda Doehring stating they wished this ground to remain agricultural as they were concerned about an increase in taxes. Although the entire parcel of ground will be rezoned, the parts of the ground that are not being used for the business can still be farmed. Ross stated he urged a yes vote to encourage business growth in Windsor. A question was asked about an increase in taxes with a zoning change, which McKee said he could not answer.

Ross's motion, with Morse's second, passed by voice vote (17 yes, 0 no).

Yantis made motion to approve a text amendment prohibiting shipping containers in areas of Shelby County zoned as residential or rural residential. Grant seconded said motion. Yantis asked if legal had looked at this text amendment. McKee stated she has not. Yantis felt that legal should look at this. The original situation that brought this about was an anonymous call to the health department, although there were no health concerns reported by the health department. Matlock stated she didn't feel it was the county board's business to tell people what they can put on their property. McKee did state the county has no authority over the municipalities, but this would impact those subdivisions that are out in the county. Yantis said this issue needed to be written into the covenants for those wishing to subdivide rural property. Ross stated the county doesn't issue permits for these containers, so there is an issue of enforcement since we don't permit them. Ross also said he is a private landowner rights type of person and if there is a problem in a certain area the county should look at that area and not make this a blanket item and encouraged a no vote. This would also not impact any current storage containers that are currently in place; those would be grandfathered in. Brown asked to call the vote. Yantis's motion, with Grant's second, failed by voice vote (0 yes, 17 no).

Yantis made motion to approve posting a job notice for the Zoning Administrator job. Woods seconded said motion, which passed by voice vote (17 yes, 0 no).

Ross made motion to approve the Shelby County Hazard Mitigation Plan. Miller seconded said motion. McKee introduced Allison Hudson from Coles County Regional Planning who was part of the audience. Hudson was one of the people who spear headed putting this 220-page plan together. Motion and second to approve the plan passed by voice vote (17 yes, 0 no).

There were no items requiring board action for the Highway Department. The Highway Engineer's report is attached to these minutes.

The Sheriff's office requested the surplus of a 2013 Ford Explorer (VIN 1FM5K8B88DG0246) with approximately 178,000 miles. Matlock made motion to approve the request to surplus the vehicle. Pritchard seconded said motion, which passed by voice vote. (17 yes, 0 no).

Boehm made motion to approve to amend the budget for the PCOM/Public Transportation Administrator position which will fall under the CEFS budget. Yantis seconded said motion. Discussion was held. These line items will fall under the CEFS budget. The money remains the same but the appropriations of the CEFS budget will change. Edwards stated she had spoken with the Treasurer, who expressed concerns about whether the funds would come out of the grant or the general fund. These funds will be allocated from the CEFS grants and the line items will be created under the CEFS grant and not from the general fund. Brown expressed concerns that the Treasurer hasn't been communicated with and stated 3 separate times tonight it had been asked if legal counsel had been consulted. Brown stated we have a very competent, capable, ethical Treasurer and the board doesn't communicate with her, and he thinks they should. Mayhall clarified that Crystal Watkins, PCOM, himself, the auditor and the County Clerk have all communicated with the Treasurer about this issue. Brown stated he felt we needed to have a meeting with the Treasurer, as she had requested, and Brown stated he wanted to have the Treasurer's blessing on this issue.

PCOM budget amendment passed by roll call vote (16 yes, 1 no – Brown). Ayes: Boehm, Cole, Edwards, Grant, Gregg, Hardy, Matlock, Mayhall, Miller, Morse, Pritchard, Ross, Wafford, Wallace, Wood, and Yantis. Nay: Brown.

Ross made motion to approve the SOP/SOG's for the Shelby County Rescue Squad as recommended by the Public Safety committee. Pritchard seconded said motion. Discussion was held. PSC Chair Gregg stated this was a group with members of the Rescue squad, board members Ross and Pritchard. Ross stated he appreciated the opportunity to work with the Rescue Squad and the group to work on these SOP/SOG's. Cole stated there were still some spelling errors on page 5, and page 7.

Ross made motion to amend the document to correct the errors on pages 5 & 7. Cole seconded said motion, which passed by voice vote (17 yes, 0 no).

Original motion by Ross with a second by Pritchard to approve the SOP/SOG's passed by voice vote (17 yes, 0 no).

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The 2026 holiday calendar was presented for approval. Wood made motion to approve the 2026 holiday calendar as presented. Cole seconded said motion, which passed by voice vote (17 yes, 0 no).

At this time Chairman Mayhall called for committee reports. There were no reports given.

There were no Chairman appointments.

Under Chairman updates and correspondence, Mayhall informed the board that the budget committee meets monthly and at the July meeting, budget reports are showing just over 52% of the overall budget spent and the county is 2/3 through the fiscal year. Mayhall stated all the back pay for both unions have now been paid out since those contracts were not settled until 2025, although they were due in 2024. Last year the budget committee had to get the budget done very quickly, and a lot of the numbers were a guess. The department heads are being fiscally responsible with their budgets. Mayhall read a public notice from the Illinois EPA regarding the proposed renewal of the Clean Air Act Permit Program Permit (CAAPP) for the Shelby County Energy Center, LLC in Neoga. Mayhall also read a letter addressed to the County board from Linda Voris of Windsor regarding the tax levy for Ambulance services.

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

Chairman Mayhall again called for Public Body comment.

Public body comments/opinions expressed are summarized as follows:

Requirement for financial statements and annual reports to be produced
County money invested in local banks and the collateralization of county funds by those local banks

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

Boehm made motion to adjourn until the next regular meeting to be held on September 11, 2025. Ross seconded said motion, which passed by voice vote (17 yes, 0 no) and the meeting was adjourned at 8:15 P.M.

Jessica Fox
Shelby County Clerk and Recorder

STATE OF ILLINOIS			ROLL CALL VOTES IN COUNTY BOARD											
SHELBY COUNTY														
August 14, 2025 REGULAR MEETING														
		ROLL CALL			QUESTIONS									
			8 / 14 / 2025	/ / 2025	Coroner ON MOTIONS TO compensation	for deputies	Probation ON MOTIONS TO IGA - Kane Co	Firearm approval Annual	CEFS ON MOTIONS TO Budget	Amendment or Public Display	Pay ON MOTIONS TO Claims		ON MOTIONS TO	
COUNTY BOARD MEMBERS		MILEAGE	P.M.	P.M.	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY
	BOEHM, TERESA		✓		✓		✓		✓		✓			
	BROWN, TIM	41	✓		✓		✓			✓	✓			
	COLE, CAROL	0	✓		✓		✓		✓		✓			
	EDWARDS, JULIE		✓		✓			✓	✓		✓			
	GRANT, CHRISSY		✓		✓		✓		✓		✓			
	GREGG JEFF	0	✓		✓		✓		✓		✓			
	HARDY, CLAY	20	✓		✓		✓		✓		✓			
	MCCORMICK, HEATH		A											
	MATLOCK, CHRISTINE		✓		✓		✓		✓		✓			
	MAYHALL, TAD	14	✓		✓		✓		✓		✓			
	MILLER, TRICIA		✓		✓		✓		✓		✓			
	MITCHELL, JAMES		A											
	MORSE, TIM		✓		✓		✓		✓		✓			
	PRICE, GENE	0	A											
	PRITCHARD, AUSTIN		✓		✓		✓		✓		✓			
	ROSS, SONNY	24	✓		✓		✓		✓		✓			
	SYFERT, LARRY		A											
	TATE, DON	40	A											
	WAFFORD, CHRISTY		✓		✓		✓		✓		✓			
	WALLACE, BRENT	50	✓			✓	✓		✓		✓			
	WOOD, JUDY		✓		✓		✓		✓		✓			
	YANTIS, CHAD	34	✓		✓		✓		✓		✓			

SHELBY COUNTY CORONER’S OFFICE
Proposed Update to Pay Structure – Deputy Coroners
Submitted to County Board – July 2025

Purpose of Proposal

To request a modest and sustainable update to the compensation structure for deputy coroners in Shelby County. Our current ‘volunteer’-based model is no longer adequate for the time, commitment, and emotional toll required by this work.

Current Situation

- Deputy coroners receive little compensation for time spent on calls.
- Response is expected 24/7, including nights, weekends, and holidays.
- Recruitment and retention are increasingly difficult.
- Burnout is a concern as fewer people are willing to take on-call shifts under current conditions.

Proposed Pay Structure

A fair, minimal model designed for small, rural counties with limited budgets.

COMPONENT	PROPOSED AMOUNT	NOTES
ON CALL STIPEND	\$1200 /PER YEAR INCREASED FROM \$1000 TO BE PAID MONTHLY	For those who commit to regular on-call duty
PER CALL PAY	\$17.00/PER HOUR INCREASED FROM \$15.00/PER HOUR	For any deputy responding to a call

Estimated Budget Impact

Based on average call volume and 3-4 active deputies:

- Annual Cost Estimate: \$3,600-\$4800
 - Only increasing \$200 per *active* deputy.
- Based on actual participation and number of calls
 - would allow for a Tiered form of pay system – shown below.

Coroner’s Office Pay Tier

Coroner – Base pay of \$32,090/year + any necessary mileage

Chief Deputy Coroner – Stipend pay \$16,000/ year + hourly pay for on scene + pay for any mileage or approved/required training, etc.

Deputy Coroner Tier 1 - Stipend pay \$1,200/year, paid \$100 monthly + hourly pay for on scene as well as pay for any mileage or approved/required training, etc.

Deputy Coroner Tier 2 (Entry level, in training, etc) - Pay hourly when on scene as well as pay for any mileage or approved/required training, etc.

Why This Matters

- *Equity*: Recognizes the significant personal time and emotional labor of deputies.
- *Sustainability*: Encourages more even distribution of on-call duties.
- *Retention*: Helps retain trained, dedicated personnel.
- *Professionalism*: Supports consistency and responsiveness for families and law enforcement & any emergency personnel.

Request

Approval to implement the updated pay structure beginning August 1. We believe this is a responsible and respectful step forward that balances fairness with fiscal prudence.

Respectfully Submitted,
Beth Debolt
Shelby County Coroner
shccoroner@shelbycounty-il.gov
217-690-2882

INTERGOVERNMENTAL AGREEMENT

This AGREEMENT is made between the COUNTY OF SHELBY, Illinois, a local unit of government, (hereinafter referred to as "SHELBY COUNTY") and the COUNTY OF KANE, Illinois, a local unit of government, (hereinafter referred to as "KANE COUNTY") both organized and existing under the laws of the State of Illinois;

WHEREAS, the Constitution of the State of Illinois of 1970, Article VII, Section 10, provides that units of local government may contract or otherwise associate among themselves to obtain or share services and to exercise, combine, or transfer any power or function in any matter not prohibited by law or by ordinance and may use their credit, revenues, and other resources to pay costs related to intergovernmental activities; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, provides that any county may participate in an intergovernmental agreement under this Act notwithstanding the absence of specific authority under the State law to perform the service involved provided that the unit of local government contracting with the county has authority to perform the service; and

WHEREAS, the COUNTY OF SHELBY and the COUNTY OF KANE are units of local government within the meaning of Article 7 Section 1 of the Illinois Constitution of 1970; and

WHEREAS, the COUNTY OF SHELBY and the COUNTY OF KANE are public agencies within the meaning of the Intergovernmental Cooperation Act (5 ILCS 220/2); and

WHEREAS, the COUNTY OF KANE and the COUNTY OF SHELBY are authorized to establish, support and maintain a detention home for the care and custody of delinquent minors (55 ILCS 75/1); and

WHEREAS, the COUNTY OF SHELBY is desirous of utilizing the available housing for juvenile detainees which the COUNTY OF KANE can provide;

WHEREAS, pursuant to the Juvenile Court Act, 705 ILCS 405/5, the CIRCUIT COURT FOR THE FOURTH JUDICIAL CIRCUIT and the DESIGNATED COURT SERVICES STAFF (hereinafter, referenced as "AUTHORIZED SHELBY COUNTY OFFICIAL") are authorized to request detention services for juveniles in a secure detention facility; and

WHEREAS, the COUNTY OF SHELBY may expend tax receipts for detention services pursuant to an agreement with the COUNTY OF KANE (55 ILCS 75/9.3); and

NOW THEREFORE, in consideration of the mutual covenants and conditions contained herein, the undersigned do agree to the following terms and conditions.

1. The foregoing recitals are incorporated herein as provision hereof.
2. The AGREEMENT is a two-year agreement commencing on September 1, 2025 and will continue to September 1, 2027.

3. HOUSING

3.1 KANE COUNTY agrees to provide temporary custody, specifically housing and detention services for minors authorized by KANE COUNTY, pursuant to the needs of SHELBY COUNTY, while remaining in compliance with all statutory requirements as delineated in Illinois Criminal Law and Procedures, the Illinois Juvenile Court Act, Administrative Office of Illinois Court (AOIC), Illinois Department of Juvenile Justice (IDJJ) and Prison Rape Elimination Act (PREA) Standards. This includes NOT detaining status offenders and/or contempt of court offenders whose detainment originates from status offenses in accordance with the Juvenile Court Act.

3.2 It is agreed that SHELBY COUNTY shall utilize the AOIC Statewide Screening Instrument to authorize detainment. All housing provided by KANE COUNTY shall be at the Juvenile Justice Center located at 37W655 Route 38, St. Charles, Illinois.

3.3 In the event that a SHELBY County juvenile offender presents with a mental health or medical condition that requires specialized inpatient treatment, in line with AOIC standards, KANE COUNTY shall refuse intake for the minor until the minor is determined to be stabilized by a qualified mental health or medical professional, and whose aftercare or follow-up treatment is appropriate for detention in a juvenile facility, as more fully addressed in Section 7.4 in this Agreement.

4. COMMUNICATION BETWEEN KANE AND SHELBY COUNTY

4.1 Prior to admission, an AUTHORIZED SHELBY COUNTY OFFICIAL shall contact the Kane County Juvenile Justice Center for screening purposes and provide the following information:

- (a) A court order or a warrant authorizing the detention of the minor.
- (b) All health care and mental health information shall be provided to KANE COUNTY medical and mental health personnel in keeping with all applicable regulations and statutes.
- (c) Contact information for the detained minor's parent(s) and/or guardian(s).
- (d) Any information regarding the juvenile in custody, pertinent to ensuring the safety, security and welfare of the detained minor (e.g. alleged or underlying offense(s), criminal history, and immediate medical and/or mental health care issues).
- (e) Information regarding the date, time, and place of the detained minor's next court hearing.

- (f) Date and time of detention hearing, and whether the hearing will be in person (including name of transporting agency) or virtual.
- 4.2 The following ongoing information shall be exchanged between the Kane County Juvenile Justice Center and SHELBY County:
 - (a) KANE COUNTY shall provide SHELBY COUNTY with timely information, as soon as is practical thereafter, regarding any extraordinary or unusual occurrences involving any minor detained by SHELBY COUNTY at the Kane County Juvenile Justice Center, including but not limited to: death, regardless of cause; escape or attempted escape; attempted suicide; serious injury to include accidental or self-inflicted; a medical emergency requiring emergency services outside of the Kane County Juvenile Justice Center: assaultive behavior by or toward the minor; ongoing or significant disregard for the rules and regulations of the Kane County Juvenile Justice Center by the minor; any incidents involving the minor which result in the filing of a police report or placement of the minor on behavior stabilization programming.
 - (b) In the case of the escape or attempted escape of a SHELBY COUNTY minor confined in the Kane County Juvenile Justice Center, the Kane County Chief Judge's Office or the Kane County Juvenile Justice Center shall notify the Sheriffs of Kane and SHELBY County promptly by telephone, so they may use all reasonable means to recapture the minor. The escape of an SHELBY COUNTY minor must be reported immediately by telephone to the Sheriff of SHELBY County. The date of such escape and the return to custody must be reported in writing to the Sheriff of SHELBY County within forty-eight (48) hours of said escape.
 - (c) SHELBY COUNTY shall provide KANE COUNTY with information on any upcoming court hearings and/or scheduled release dates for any minors detained by SHELBY COUNTY.
 - (d) SHELBY COUNTY shall provide KANE COUNTY with any subsequent information regarding the juvenile in custody, including serious mental health concerns or behaviors that could pose a risk to staff or other detained minors.
- 5. SCOPE OF DETENTION SERVICES: KANE COUNTY shall provide minors with detention services as provided for in the Juvenile Court Act of 1987 (705 ILCS 405), all other governing statutes, and all detention regulations promulgated by the IDJJ, AOIC, and PREA Standards. Services offered to minors housed for SHELBY COUNTY shall be commensurate to services offered to all other minors housed by KANE COUNTY.

6. TRANSPORTATION OF MINORS

An AUTHORIZED SHELBY COUNTY OFFICIAL, or the appropriate arresting agency's designated law enforcement official, pursuant to the established policies of SHELBY COUNTY, shall provide for transportation of minors to and from KANE COUNTY for initial admission. Thereafter, an AUTHORIZED SHELBY COUNTY OFFICIAL shall provide transportation of minors to and from KANE COUNTY for scheduled off-site health care services, court-ordered furloughs, IDJJ commitments, residential placement dispositions and court hearings. Yet, in the case of non-scheduled off-site medical care services, such as emergency hospital care, KANE COUNTY shall provide such transportation as is necessary for the juvenile to receive such care. For the expense and staffing of such trip, SHELBY COUNTY shall compensate KANE COUNTY for mileage (current IRS rate) and any other transportation expenses incurred (i.e., tolls, parking, etc.), and additionally, for off-site staffing coverage required for the minor at an hourly rate of \$100; if the transport occurs on a holiday, the rate will be \$150 per hour. SHELBY COUNTY is custodian of the minor when providing transportation. Except for emergency situations, an AUTHORIZED SHELBY COUNTY OFFICIAL will provide notice to KANE COUNTY one day prior to any transport.

7. HEALTH CARE SERVICES

7.1 KANE COUNTY shall provide basic health care services as outlined by IDJJ and AOIC standards. In accordance with AOIC standards, all residents will receive a physical examination within seven (7) days if they return from their detention/bond hearing.

7.2 The parent(s)/guardian(s)/minor's medical insurance shall pay for any health care services received at a facility outside of the Kane County Juvenile Justice Center and this includes any emergency health care services deemed necessary by KANE COUNTY. The parent(s)/guardian(s)/minor's medical insurance shall pay for any prescribed medications. With the assistance of SHELBY COUNTY, KANE COUNTY shall coordinate with the parent(s) or guardian(s) to obtain insurance information. In the event the minor is not covered by medical insurance, SHELBY COUNTY shall be responsible and bear any and all expenses arising from any prescribed medications or medical services provided to the minor at a facility outside of the Kane County Juvenile Justice Center. As between KANE COUNTY and SHELBY COUNTY, SHELBY COUNTY shall become the responsible party and bear any and all payments of outstanding medical bills but shall retain any rights it may have to seek reimbursement from the minor, the minor's parent(s)/guardians(s), any insurance carrier, or any other responsible party.

7.3 In the event a minor detained for SHELBY COUNTY is admitted for hospitalization for emergency health care services, KANE COUNTY will immediately notify SHELBY COUNTY Probation and Court Services (or other person authorized by the Chief Judge of the Circuit Court for the Fourth Judicial Circuit). SHELBY COUNTY shall compensate KANE COUNTY for mileage (current IRS rate) and any other transportation expenses incurred (i.e. tolls, parking, etc.), and additionally, for off-site staffing coverage required for the minor

at an hourly rate of \$100; if the transport occurs on a holiday, the rate will be \$150 per hour as more fully addressed in Section 8 in this Agreement.

7.4 The parties agree that the intent of juvenile detention is to house delinquent minors pending court proceedings; it is not to be used in lieu of treatment for minors in need of mental health treatment such as psychological services or specialized medical care. Minors who require mental health treatment at a level of care higher than an outpatient setting are not appropriate for detention. These minors will need to obtain the proper treatment in the appropriate medical or mental health care facility and be medically and/or psychologically stable before they are accepted for detention. Should a minor be deemed in need of inpatient mental health care services, specialized medical care or in need of services outside the scope of juvenile detention, as determined by a Licensed Practitioner of the Healing Arts with a valid clinical license in the state of Illinois, Kane County will require that the minor be removed from the facility within 72 hours, with all costs of transportation assumed by SHELBY County. Should the minor not be removed within 72 hours, SHELBY County agrees to pay a per diem rate of \$500/day in consideration for increased level of care required for the subject minor.

8. FEES AND PAYMENT

8.1 As consideration for the foregoing, SHELBY COUNTY agrees to provide compensation to KANE COUNTY for the following detention services:

- (a) Per diem fee: The amount of \$225.00 per day, per minor, for occupied detention beds. KANE COUNTY shall provide an invoice to SHELBY COUNTY by the tenth day of the month reflecting services provided during the previous month. SHELBY COUNTY shall remit payment within 60 days after receipt of such invoice.
- (b) Transport fees: Any out-of-building transport provided by KANE COUNTY for SHELBY COUNTY will be in the amount of \$100 per hour; if the transport occurs on a holiday, the rate will be \$150 per hour. Transport to IDJJ will require a flat rate of \$100.
- (c) Medical fees: SHELBY COUNTY will reimburse KANE COUNTY for all lab fees, X-rays and prescription medications.

9. INDEMNIFICATION

9.1 KANE COUNTY shall be responsible for and shall indemnify, defend with counsel of SHELBY COUNTY's own choosing, and hold harmless SHELBY COUNTY and its past, present and future board members, elected officials, insurers, agents, officers, and employees against any and all liabilities, claims, demands or suits arising out of the performance of this agreement by KANE COUNTY, the confinement of any SHELBY COUNTY juvenile at the KANE COUNTY Juvenile Justice Center, and any practice, policy, rule, regulation, act or omission of KANE COUNTY, or any officers, agents, employees, or servants, relating to the custody, care, supervision, transport of any SHELBY COUNTY

minor in the custody of KANE COUNTY or relating to the maintenance of KANE COUNTY property or premises, to the fullest extent authorized by law.

SHELBY COUNTY shall be responsible for and shall indemnify, defend with counsel of KANE COUNTY's own choosing, and hold harmless KANE COUNTY and its past, present and future board members, elected officials, insurers, agents, officers, and employees against any and all liabilities, claims, demands or suits arising out of the performance of this agreement by SHELBY COUNTY or suits brought by, or on behalf of, any SHELBY COUNTY minor housed pursuant to this Agreement, arising out of any practice, policy, rule, regulation, act or omission of SHELBY COUNTY, or any agents, employees, or servants thereof relating to their care, custody, supervision, or transport of any SHELBY COUNTY minor while in the custody of SHELBY COUNTY, to the fullest extent authorized by law.

It is further agreed that all employee benefits, wage and disability payments, pension and worker's compensation claims, clothing and related medical expenses of KANE COUNTY or their agents or employees which may result from the presence of SHELBY COUNTY juveniles during contractual incarceration shall be the sole responsibility of KANE COUNTY.

KANE COUNTY agrees that it shall maintain general liability insurance for both personal injury and property damage in the minimum amount of \$1,000,000 for each occurrence with \$10,000,000 million in aggregate and comprehensive business automobile liability insurance in the minimum amount of \$1,000,000 combined single limit. KANE COUNTY's auto liability and general liability coverage shall be primary coverage in circumstances of alleged or proved errors or negligence by KANE COUNTY or KANE COUNTY's employees. KANE COUNTY's coverage shall name the County of SHELBY as an additional insured, with its members, representatives, officers, agents and employees. Certificates of such insurance detailing the coverage therein shall be available to the County of SHELBY upon execution of this Agreement.

Alternatively, a self-insurance reserve of \$1 million with excess coverage of \$20 million is acceptable if KANE COUNTY self-insures.

9.2 Neither party waives its immunities or defenses, whether statutory or common law by reason of these indemnification provisions.

10. **EFFECTIVE DATE, AMENDMENT, MODIFICATION AND RENEWAL:** This AGREEMENT shall become effective on September 1, 2025. This AGREEMENT may be amended with written consent of all parties hereto and, provided a need continues to exist, may be renewed thirty (30) days prior to the expiration date for a period not to exceed one (1) year for each renewal. This AGREEMENT may be cancelled by any party hereto upon sixty (60) days written notice to all parties.
11. **APPLICABLE LAW:** This AGREEMENT shall be interpreted and enforced under the laws of the State of Illinois, and the parties agree that the venue for any legal proceedings between them shall be the Sixteenth Judicial Circuit, State of Illinois.

12. **FINAL AGREEMENT OF PARTIES:** This writing constitutes the final expression of the agreement of the parties. It is intended as a complete and exclusive statement of the terms of this AGREEMENT, and it supersedes all prior and concurrent promises, representation, negotiations, discussions and agreements that may have been made in connection with the subject matter hereof. No modification or termination of this AGREEMENT shall be binding upon the parties hereto unless the same is in writing and appropriately executed.
13. **NOTICES:** Any Notice given pursuant to a preceding Section of this AGREEMENT shall be sent by United States Mail, postage prepaid, addressed to respective party at the address set forth on the signature page hereof or to such other address as the parties may designate in writing from time to time. In the case of notice to SHELBY COUNTY, any notice shall also be sent to SHELBY County State's Attorney, 301 E. Main Street, Shelbyville, IL 62565. In the case of notice to KANE COUNTY, any notice shall also be sent to Kane County State's Attorney, 100 South Third Street, 4th Floor, Geneva, IL 60134.
14. **AUTHORIZATION:** SHELBY COUNTY and KANE COUNTY represent that all necessary acts have been taken to authorize and approve this AGREEMENT in accordance with applicable law and this AGREEMENT, when executed by the parties hereto, shall constitute a binding obligation of SHELBY COUNTY and KANE COUNTY, legally and enforceable at law and equity against both.
15. **SEVERABILITY CLAUSE:** If any provision of this AGREEMENT is held to be invalid, that provision shall be stricken from this AGREEMENT and the remaining provisions shall continue in full force and effect to the fullest extent possible.
16. **RULES AND REGULATIONS:** It is agreed by and between the parties hereto that SHELBY COUNTY minor confined to the KANE COUNTY Juvenile Justice Center facility pursuant to this Agreement are subject to the rules and regulations of the KANE COUNTY Juvenile Justice Center facility and the privileges or restrictions attaching thereto, and are subject to no other rules and regulations or the granting of any privileges attaching to the SHELBY COUNTY Jail.
17. **NON-DISCRIMINATION:** KANE COUNTY agrees that no SHELBY COUNTY minor confined in the KANE COUNTY Juvenile Justice Center facility under the terms of this contract shall on the grounds of age, gender, race, color, religion or national origin be subjected to discrimination in any manner relating to their confinement.
18. **PREA Compliance:** As of the date of execution of this AGREEMENT, the KANE COUNTY Juvenile Justice Center Superintendent has adopted and the KANE COUNTY Juvenile Justice Center is in substantial compliance with the national standards to prevent, detect, and respond to sexual abuse and sexual harassment as outlined in the applicable provisions of the Prison Rape Elimination Act (PREA) 28 C.F.R. Parts 115.5 through 28 C.F.R. 115.405 including monitoring to ensure compliance with said standards.

19. EXECUTION: This Agreement may be executed in counterparts (including facsimile signatures), each of which shall be deemed to be an original and both of which shall constitute one and the same Agreement.

IN WITNESS WHEREOF, the undersigned duly authorized officers have subscribed their names on behalf of SHELBY COUNTY and the KANE COUNTY.

KANE COUNTY


Chairman, Kane County Board
719 S. Batavia Avenue
Geneva, Illinois 60134

Date: 9/23/25

SHELBY COUNTY


Chairman, SHELBY County Board
301 E. Main Street
Shelbyville, IL 62565

Date: 9/11/2025

SHELBY COUNTY PROBATION DEPARTMENT

Fourth Judicial Circuit

Shelby County Courthouse, Shelbyville, Illinois 62565

Telephone: 217-774-2412 Fax: 217-774-2533

Email: probation@shelbycounty-il.gov

Chief Managing Officer: Heather Wade

Probation Officer: Angie Durbin

Probation Officer: Ryann Ambrose

Administrative Assistant: Brenda Richardson

SHELBY COUNTY PROBATION DEPARTMENT FIREARMS AUTHORIZATION

This form authorizes Heather Wade, Shelby County Chief Managing Officer, to carry a firearm during and as part of his/her official duties.

This authorization form is effective upon execution for at least one year or until a new authorization form is signed.



Chief Judge

8/13/25

Date



Resident Circuit Judge

8/12/2025

Date



Chief Managing Officer

8/13/2025

Date



County Board Chair

8/14/2025

Date

Resolution Number: 2025- 33

Map Amendment for Greg and Rosemary Baugher

WHEREAS a petition for a map amendment has been submitted by Greg and Rosemary Baugher to rezone their parcel of land, ID # 2409-36-00-400-008, from Residential to General Business for use as commercial self-storage facility; and

WHEREAS The Zoning Board of Appeals unanimously recommended that the County Board grant the Amendment during their regular meeting on July 24th, 2025; and

WHEREAS 55 ILCS 5-12, grants authority to the County Board to regulate and restrict location of structures and use of lands for the purpose of promoting public health, safety, morals, comfort, and general welfare; and

WHEREAS after due consideration, it is the determination of the Shelby County Board to grant this map amendment; and

BE IT RESOLVED BY THE SHELBY COUNTY BOARD THAT THE PARCEL OF LAND, ID # 2409-36-00-400-008 BE REZONED TO GENERAL BUSINESS.

THIS RESOLUTION APPROVED AND ADOPTED at a regular meeting of the County Board of Shelby County on this 14th Day of August 2025.



Tad Mayhall, Chairman
Shelby County Board

Ayes: 17

Nays: 0

Abstain: 0



Attest: Jessica Fox, Shelby County Clerk

Resolution # 2025-32

ADOPTING THE SHELBY COUNTY MULTI-HAZARD MITIGATION PLAN

WHEREAS, Shelby County recognizes the threat that natural hazards pose to people and property; and

WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted multi-hazard mitigation plan is required as a condition of future grant funding for mitigation projects; and

WHEREAS, Shelby County participated jointly in the planning process with the other local units of government within the County to prepare a Multi-Hazard Mitigation Plan;

NOW, THEREFORE, BE IT RESOLVED, that the Shelby County Board hereby adopts the Shelby County Multi-Hazard Mitigation Plan as an official plan; and

BE IT FURTHER RESOLVED that the Shelby County Emergency Management Agency will submit on behalf of the participating municipalities the adopted Multi-Hazard Mitigation Agency for final review and approval.

ADOPTED THIS 14th day of AUGUST 2025.



County Board Chair



Attested by: County Clerk

August 2025 Engineer Report:

- Maintenance – Items Completed last month

Mowing/Spraying	Aggregate hauling
Prep for Oiling of County Highways 8,9,12,13,&16	Oiling on Herrick/51 Road
Maintenance of Equipment	Potholes
Milling loading and use	Mode Road Culvert and Drainage Repairs
Clarksburg 50/50	Cold Spring 50/50

- Front Office Team – Items Completed last month

Normal Day to Day	Maintenance Crew Assistance
Ridge Bridge Construction Inspection	County Highway 16 Plans (In-house)
County Highway 2 Drainage plans (In-House)	Richland Township Creek – Bridge Design (In-House)
County Highway 3 Prep for Construction	Fringe Benefits Computation updates for IDOT Billing
Lakewood Road Drainage Surveying and Design	Finalizing Projects Prior to current administration
Township Assistance	

- Grant Application Submissions

- HSIP – Submitted June 20th. Application for CH 19 West of CH 16 for Cape Seal. Multiple Type A injuries and Fatalities due to Ice.
 - \$400 Million Political Grant
 - Applications submitted – Still awaiting results
 - 5 for County (Findlay Bridge, CH 19, CH 16, CH 15, CH 2)
 - 7 for Townships (Ash Grove, Rural, Ridge, Richland, Okaw, Clarksburg)
 - EDP, Park, Flap, Tarp, Special Bridge, USDA. Apply when available or find adequate location

- Personnel

- New Hire Reed Best doing well.
 - Other Personnel are steady at this time.

- Projects - Roads

- Union Pacific Railroad Crossings.
 - Gonzalez RR Xings – 3 Okaw TWP, 1 Clarksburg TWP Engineering Firm is continuing design.
 - County Highway 3 – East of Findlay
 - Still anticipate September Construction – Directly after Labor Day
 - County Highway 19 – Anticipated 2026 Letting,
 - Plans Finalized in House – Sent to IDOT.
 - Cape Seal from 128 to CH 16
 - County Highway 16 – Anticipated 2026 Letting
 - Soil Cement Roadway, with Oil/chip surface.
 - In House Plans in Progress
 - County Highway 15 – Anticipated within 3 years.
 - In House Plans in Progress.
 - A2 – Oil Chip Roadway
 - County Highway 3 (West and through Findlay) – Anticipated within 5 years
 - CIR with Cape Seal Surfacing
 - County Highway 2 (North of Findlay) – Anticipated within 7 years
 - Soil Cement Road Way (FDR) with Oil/Chip Surface. Working on Drainage Design

FILED
AUG 12 2025

Jamie Cox
SHELBY COUNTY CLERK

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

Original
FY2025
Amended
FY2025
Preliminary
FY2026

Fund 023-CEFS-PTA

Dept:000-NON-DEPARTMENTAL

Type: Revenue

023-000-43100	St of IL - CEFS(DOAP)	\$	1,697,700.00	\$	1,697,700.00	\$	1,697,700.00
023-000-44100	Federal - CEFS (5311)	\$	453,953.00	\$	453,953.00	\$	453,953.00
023-000-48000	INTEREST EARNED (Combined)						
023-000-49000	MISC REVENUE	\$	-	\$	710,479.00	\$	-

Total For Revenue Type

Total Revenues	\$	2,151,653.00	\$	2,862,132.00	\$	2,151,653.00
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Type: Expenditure

023-000-89000	Bank Charge	\$	-	\$	-	\$	-
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Total For Expenditure Type

Revenue Total For Dept:000-NON-DEPARTMENTAL		\$2,151,653.00		\$282,132.00		\$2,151,653.00
Expenditure Total for Dept:000-NON-DEPARTMENTAL	\$	-	\$	-	\$	-

Dept:34-CEFS-PTA

Type:Expenditure

023-034-????

023-034-54600	COUNTY EXPENSE	\$	-	\$	-	\$	-
	CAPITAL OUTLAY	\$		\$		\$	
023-034-59000	CEFS EXPENSE	\$	2,151,653.00	\$	2,399,265.00	\$	2,064,421.00

FUND:001-GENERAL

Dept:054-RURAL TRANSPORTATION ADMIN

Type:Expenditure

001-054-84200	Education	\$	500.00	\$	-	\$	-
001-054-84200	MISC EXPENSE	\$	-	\$	-	\$	-
001-054-50300	Other Employees	\$	-	\$	34,580.00	\$	51,870.00
001-054-51000	IMRF	\$	-	\$	3,458.00	\$	5,187.00
001-054-51010	FICA	\$	-	\$	2,645.00	\$	3,968.00
001-054-51100	Group Insurance	\$	-	\$	7,000.00	\$	12,000.00
001-054-61300	Workmans Compensation	\$	-	\$	1,210.00	\$	1,815.00
001-054-61500	Unemployment Insurance	\$	-	\$	-	\$	-
001-054-68060	Reimburse Benefits	\$	-	\$	500.00	\$	500.00
001-054-72110	Printing	\$	-	\$	500.00	\$	500.00
001-054-70000	Office Supplies	\$	750.00	\$	5,620.00	\$	1,030.00
001-054-70100	Postage	\$	-	\$	250.00	\$	250.00
001-054-55110	Internet	\$	-	\$	1,155.00	\$	1,980.00
001-054-78100	Telephone	\$	-	\$	525.00	\$	540.00
001-054-58100	Membership Dues	\$	-	\$	500.00	\$	500.00
001-054-76100	Mileage	\$	-	\$	2,500.00	\$	3,000.00
001-054-76200	Travel & Lodging	\$	-	\$	500.00	\$	1,500.00
001-054-84100	Training	\$	-	\$	500.00	\$	1,500.00

Total For Expenditure Type \$1,250 \$ 62,535.00 \$ 87,232.00

Dept:054- RURAL TRANSPORTATION ADMIN
 TYPE: REVENUE
 001-054-???? MISC REVENUE \$ - \$ - \$ -

Revenue Total for Dept: Rural Transportation \$ - \$ - \$ -
 Expenditure Total for Dept: Rural Transportation \$ - \$ - \$ -

Revenue Total for Dept: General - 001-000-49000
Expenditure Total for Dept: General

⊗ ⊗

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8 1

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1 1

Total Expenditures

⊗ ⊗

2,152,903.00
(1,250.00)

(1,250.00)

⌘ ⌘

2,460,708.00
401,424.00

401,424.00

\$ 2,150,561.00
\$ -

1

PTA TRANSFER FROM CEFS WOULD GO UNDER MISC REVENUE
Future Stakeholder funds would go under Misc Revenue

(this should be an upfront transfer to the General fund 054 for FY budget)
(this would be New Vehicles- Buildings, expenditures to improvements, ect)
(this would be CEFS operation monthly Budget)

This will be a transfer from CEFS -PTACounty Expense 023-034-?????
This would also be the roll over of the (3 year funds) to be used by transportaion

Selection Criteria

Selected Funds:

From Acct: 0

To Acct: 9999999999999999

Fiscal Year: 2025

Selected Depts: 034,

From Period: 1

From Period Date: 12/1/2024

To Period: 13

To Period Date: 12/1/2025

Selected Account Type: Revenue and Expenses

Exclude Accounts With No MTD/YTD Activity? ☐

Exclude Accounts With No Budget? ☐

Budget Status By Fund/Dept - Summary

Shelby County

Account	Account Description	MTD	YTD	Budget	% Used	Remaining
Fund: 023 - CEFS						
Dept: 034 - CEFS						
Type: Expenditure						
023-034-54600	CAPITAL OUTLAY	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
023-034-59000	CEFS EXPENSE	\$0.00	\$1,479,569.94	\$2,151,653.00	68.76%	\$672,083.06
Total For Expenditure Type		\$0.00	\$1,479,569.94	\$2,151,653.00	68.76%	\$672,083.06
Revenue Total for Dept: 034 - CEFS		\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Expenditure Total for Dept: 034 - CEFS		\$0.00	\$1,479,569.94	\$2,151,653.00	68.76%	\$672,083.06
Revenue Total for Fund: CEFS		\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Expenditure Total for Fund: CEFS		\$0.00	\$1,479,569.94	\$2,151,653.00	68.76%	\$672,083.06
Cash Balance for Fund: CEFS						\$129,563.17

480

Selection Criteria

Selected Funds:

From Acct: 0

To Acct: 9999999999999999

Fiscal Year: 2025

Selected Depts: 054,

From Period: 1

From Period Date: 12/1/2024

Selected Account Type: Revenue and Expenses

To Period: 13

To Period Date: 12/1/2025

Exclude Accounts With No MTD/YTD Activity? ☐

Exclude Accounts With No Budget? ☐

Budget Status By Fund/Dept - Summary

Fiscal Year: 2025

Shelby County

Account	Account Description	MTD	YTD	Budget	% Used	Remaining
Fund: 001 - GENERAL						
Dept: 054 - RURAL TRANSPORTATION ADMIN						
Type: Expenditure						
001-054-68060	REIMBURSE BENEFITS	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
001-054-70000	OFFICE SUPPLIES	\$0.00	\$0.00	\$750.00	0.00%	\$750.00
001-054-84200	EDUCATION	\$0.00	\$0.00	\$500.00	0.00%	\$500.00
Total For Expenditure Type		\$0.00	\$0.00	\$1,250.00	0.00%	\$1,250.00
Revenue Total for Dept: 054 - RURAL TRANSPO		\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Expenditure Total for Dept: 054 - RURAL TRANS		\$0.00	\$0.00	\$1,250.00	0.00%	\$1,250.00
Revenue Total for Fund: GENERAL		\$0.00	\$0.00	\$0.00	0.00%	\$0.00
Expenditure Total for Fund: GENERAL		\$0.00	\$0.00	\$1,250.00	0.00%	\$1,250.00
Cash Balance for Fund: GENERAL						\$5,949,229.94

187

Shelby County Clerk - Jessica Fox

From: PCOM Admin - Crystal Watkins
Sent: Sunday, July 27, 2025 7:33 PM
To: Shelby County Treasurer - Erica Firnhaber
Cc: Shelby County Board Chair - Tad Mayhall; Shelby County Clerk - Jessica Fox
Subject: RE: FY26 Estimated RevenueeLow

Hello Erica

Thanks for the call Friday.

Below are the line item numbers for PCOM previously used, I believe when Jerrod was in the position. I took the numbers off the past 5 year print out you gave me. Thanks for that! Once approved by the budget committee and board, we can add these line items back in. I would really like them to be the same if possible to help with audit both for grant and county. Thanks for explaining to me how the codeing worked.

What did the bank say ? Can we add - PTA to the account name ?

So full account name would be CEFS-PTA

- Transportation Admin 054
- 001-054-50000- Office Holder
- 001-054-51100- Group Incurance
- 001-054-68060- Reimburse Benefits
- 001-054-70000- Office Supplies
- 001-054-76100- Mileage
- 001-054-78100- Telephone
- 001-054-84200- Education

Thank for double checking theses account numbers are still available.

Regards,
Crystal
PCOM

From: "Shelby County Treasurer - Erica Firnhaber" <shcotre@shelbycounty-il.gov>
Sent: 7/25/25 9:56 AM
To: 'Shelby County Department Heads' <02-dept-heads@shelbycounty-il.gov>
Subject: FY26 Estimated Revenue

Department Heads,

I am working on the estimated revenue for FY26. If you are aware of grant or revenues that will be received in FY 26 in any of the special funds or general fund, please send me those estimates and the line items they coincide with.

Thank you,

Erica Firnhaber

Shelby County Treasurer

P.O. Box 326

Shelbyville, IL 62565

217-774-3841

Shelby County Rescue Squad

Standard Operating Procedures & Guidelines

Shelby County Rescue

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Introduction

This manual establishes standard rescue specific procedures and guidelines. These SOP's and SOG's are meant to provide direction when responding to rescue specific issues and situations, while ensuring department activities are consistent, effective, efficient, and safe. The Shelby County Rescue Squad shall provide for the safety, health, and wellness of agency members and the public by establishing rescue specific standard operating procedures and guidelines. All rescue personnel shall follow these procedures and guidelines to the best of their ability.

**Items listed in standard Arial print are Standard Operating Procedures.*

**Items listed in italic print are Standard Operating Guidelines.*

Mission Statement

It shall be the mission of the Shelby County Rescue Squad to provide the highest level of protection of life and property, to the best of our abilities, in situations relating to rescuing incidents which pose danger to the people of Shelby County and its visitors. The Shelby County Rescue Squad must not only be reactive but also proactive to the needs of the community and the people it serves.

Response Area

The Shelby County Rescue Squad shall respond to areas within Shelby County and to regions/districts within Shelby County wherein the Chief has executed a mutual aid agreement. Responses shall be within the limits of our qualifications, training, experience, equipment and best judgement of the squad leadership on any given mission or request.

Chain of Command

Rescue Squad members shall be aware of the agency's formal organizational structure and chain of command. The rescue Chief and assistant rescue Chief are responsible to the Shelby County Board's Public Safety Committee (PSC) for the proper administration, expenditures of funds, and all functions of the overall operation of the Rescue Squad. The positions and descriptions within the chain of command are listed below in descending order.

1. Rescue Chief

- a. The administrative head of the Shelby County Rescue Squad.

- b. Shall promptly and without delay report to the PSC when in need of anything, beyond the normal scope of operations, pertaining to the Rescue Squad.
- c. Shall serve as a source of information to the PSC.
- d. It shall be the duty of the Chief to invoke any disciplinary action for Rescue Squad members.
- e. Shall conduct the overall administration of all the rescue squad operations and functions.
- f. Shall conduct overall administration of the rescue squad support activities including agency personnel functions, training, staffing, maintenance, supply, and budgeting.
- g. If possible, the Chief shall be present at all rescue calls or related events.
- h. Coordinate with other department heads within Shelby County.
- i. All officers shall be appointed by the Rescue Chief. *With recommendations from officers.*
- j. *The Chief is allowed to remove and or change any or all officers at his discretion, as well as members with officers' vote.*
- k. Selection of the Chief shall be exclusive to the rules set forth in the resolution forming the Shelby County Rescue Squad.
- l. Shall be trained and maintain certifications in Basic Auto Extrication, First Aid and CPR (for the professional rescuer), Blood Borne Pathogens, AED, Awareness Level Hazmat and NIMS 100, 200, 300, 400, 700, 800

2. Assistant Chief

- a. The administrative head of the Shelby County Rescue Squad when the rescue Chief is not present and assists the Chief in the discharge of his duties.
- b. Shall be responsible for the planning and administering the agency records.
- c. Shall report all neglect of duty or violation of rules by any member of the Rescue Squad.
- d. Shall be trained and maintain certifications in Basic Auto Extrication, First Aid and CPR (for the professional rescuer), Blood Borne Pathogens, AED, Awareness Level Hazmat and NIMS 100, 200, 300, 400, 700, 800

3. Captain

- a. The captain is directly responsible to the Assistant Chief.
- b. In the absence of the Chief or Assistant Chief the Captain shall assume command of the scene.
- c. Will function in all support operations.
- d. **The officer with most seniority, in the absence of Chief and Assistant Chief, will assume command.**
- e. Shall be trained and maintain certifications in Basic Auto Extrication, First Aid and CPR (for the professional rescuer), Blood Borne Pathogens, AED, Awareness Level Hazmat and NIMS 100, 200, 700 & 800.

4. Lieutenant

- a. The Lieutenant is directly responsible to the most senior Captain and will take command of scenes or other functions if both Chiefs and captains are not present.
- b. Will be directly involved with the first line(s) of rescue scene operations.
- c. Will maintain frequent communication with command when needed.
- d. Will be responsible for ensuring all rescue equipment is back in operational order and properly stowed, after being on operational callout, training or special event.
- e. **The officer with most seniority, in the absence of Chief, Assistant Chief, and Captains will assume command.**
- f. Shall be trained and maintain certifications in Basic Auto Extrication, First Aid and CPR (for the professional rescuer), Blood Borne Pathogens, AED, Awareness Level Hazmat and NIMS 100, 200, 700 & 800.

5. Rescue Tech

- a. Techs are directly responsible to all officers.
- b. If for some reason, no commanding officer is present, the tech with the most experience/seniority will assume command.
- c. Prepares for, conducts, and participates in all training sessions.
- d. Maintain squad equipment such as all issued personal protective equipment.
- e. Perform other functions as directed to them.

- f. Shall be trained and maintain certifications in Basic Auto Extrication, First Aid and CPR (for the professional rescuer), Blood Borne Pathogens, AED, Awareness Level Hazmat and NIMS 100, 200, 700 & 800.

Probationary Period and New Recruits

1. Applications may be requested from the Chief or any active members but must be returned to the Chief. If an officer deems the application is incomplete, the application shall be returned to the applicant and resubmitted with the information deemed incomplete.
2. The minimum age of applicants shall be 18 years of age; have a valid drivers license with proof of insurance on their own vehicle; and will be subject to a background check in conjunction with the Shelby County Sheriff's Office.
3. All new recruits of the Shelby County Rescue Squad will be reviewed and voted on by its present members by a (3/4) majority vote.
4. Upon determination of a majority vote of the officers that the applicant has willfully omitted relevant information, made misrepresentation, or has a criminal history that the officers deem inappropriate for consideration, the applicant's candidacy shall be rejected.
5. All new members shall undergo a ONE-year orientation/probation program set forth by its officers. The main intent of the probationary period for a recruit is to learn the operational procedures of the Shelby County Rescue Squad, obtain the required training and certifications, as well as the location/operation and understanding of the equipment used, and to ensure new members will uphold his/her duties to the Squad.

Meetings, Trainings, and Fundraisers

Training is the single most crucial element for a safe, professional, and effective rescue squad. It is imperative that all members are properly trained and certified in all aspects of rescue operations to help safeguard his/her life, the lives of fellow members, and the lives of those we serve. The Chief may authorize additional special certification/training functions. Members will make every effort to attend special certifications, as these types of programs rarely make themselves available. Special and regular training may vary year to year, however, certification programs offered by IFSI (Illinois Fire Service Institute), NIPSTA (Northeastern Illinois Public Safety Training Academy) or equivalent professional entities/agencies will be utilized first.

To maintain active status as a member/rescue technician, all members must attend at least 75% of meeting/training sessions throughout the calendar year. Failure to do so

may result in the member being placed on probation, at which time active status may only be regained after approval of the Chief and a (3/4) majority vote of the officers. If after 6 months of probationary status a member does not satisfactorily meet requirements and approval, the member's status with the agency shall be terminated.

Meetings: Will be held on the second Wednesday of every month at 7 p.m; 12 meetings per year. Squad members shall attend all meetings unless excused by the Chief or Assistant Chief (4 excused absences maximum per year)

Trainings: Will be held on the fourth Wednesday of every month at 6 p.m; 12 trainings per year. Squad members shall attend all trainings unless excused by the Chief or Assistant Chief (4 excused absences maximum per year).

Fundraisers: Members are expected to attend and assist with fundraising efforts of the Shelby County Rescue Squad.

Operational Call Outs: Members are expected to respond to at least 50% of the operational call-outs to remain current and effective in their skills and squad functions.

Driving Requirements

State and local laws may provide certain exemptions for authorized emergency vehicles from regular traffic laws when responding to emergencies. However, neither state or local laws or these guidelines are intended to absolve an emergency vehicle driver of the responsibility of due regard for the safety of others on the road.

Rescue apparatus may only be operated by individuals meeting the following requirements:

1. Members of the Shelby County Rescue Squad.
2. Members with a valid driver's license.
3. Members who have ridden along and have been familiarized with the operations of the rescue apparatus.
4. Members who have satisfied their probationary period, unless otherwise authorized by an officer.

Before exiting from the station:

1. The driver must ensure all compartment doors are securely closed.
2. All personnel are to be seat belted at all times the vehicle is in motion.
3. Personnel should turn on emergency lights before apparatus starts in motion.
4. Ensure the bay door is fully raised and enough clearance is available to clear the height of the apparatus.

5. Test brakes before entering the street.
6. Drivers must know the destination and route they are taking prior to leaving the station in the apparatus.
7. Driver is responsible for communication of apparatus when enroute, on scene, returning to quarters, and back in quarters.

Before entering/returning to station:

1. A spotter is recommended when backing; in times of solo backing, back in slowly to the parking block, put truck in neutral to let it roll off the block before putting it in park.
2. Personnel should turn on emergency lights before entering the station.
3. Consideration must be taken of the possibility of pedestrians within the station.
4. Before leaving the scene, be sure all equipment is put back properly, and all compartment doors are shut and secure.
5. Standard rules of the road apply when truck is no longer responding to an emergency.

Safe Driving:

1. All audible and visible warning devices shall be in operation when responding to an emergency incident.
2. The driver shall maintain a speed that is safe under the prevailing conditions.
3. When approaching a controlled intersection (stop sign, traffic light, etc.):
 - a. The driver of an authorized emergency vehicle may proceed past a stop sign or traffic light ONLY after stopping to ascertain that the intersection is clear and fellow drivers are allowing you to proceed.
 - b. The driver of the authorized emergency vehicle may disregard regulations governing the direction of movement and turning in specific directions if he/she does not endanger life and/or property and is situationally aware beyond such intersections.
4. School Zone related driving:
 - a. Observe and obey the posted speed limit for school zones when children are present or when school zone lights are flashing.
 - b. Rescue apparatus and personal first responder vehicles are bound to follow all laws regarding school zones and stopped buses loading or unloading as indicated by the buses flashing lights and/or stop sign.

5. Upon first unit's arrival on an emergency scene:
 - a. Radio communication shall notify dispatch of said unit arriving on scene.
 - b. The scene should then be evaluated followed by a scene/patient update if necessary.
 - c. If the situation is not urgent, other responding units should be advised to continue to the scene in a "non-emergency mode" or disregard and return to the station.
6. Drivers of rescue apparatuses shall be directly responsible for the safe and prudent operation of the vehicle at all times.
7. Any member of the Shelby County Rescue Squad who is involved in an accident while responding to an incident shall remain on the scene of the accident and immediately notify the proper authorities as well as the Chief or equivalent responding officer.
8. In situations where assistance/spotter are not available and the apparatus must be moved, the driver is responsible for doing a full walk-around before backing to ensure no obstructions will interfere with vehicle operation.
9. During an emergency response, emergency apparatuses and personal vehicle responders should avoid passing any other emergency vehicle or vehicle with red lights and a siren unless otherwise directed to do so.
10. All personnel should park on the same side of the road so that additional emergency vehicles can easily pass by or for one lane traffic to pass through. Personnel should also park in areas that will not impede traffic direction, disrupt scene activities, or create a hazard.
11. Members driving personal vehicles shall utilize warning devices while being parked.
12. Spouses and children of squad members shall only be allowed to ride in squad apparatuses for special events only (I.E. parades, etc.). Riders must meet at the event to ride, in case of a call, no riders to and from special events.

Warning Devices

- Members shall be able to utilize warning devices on personal vehicles in accordance with those criteria established under Illinois State Law.
- Personal vehicle emergency warning devices shall only be operated during an emergency response.
- Members are allowed to use blue/white lights and/or wig-wag headlight systems.

- No illegal equipment may be used on personal vehicles such as red lights, sirens, whistles, etc. except on the Chief's vehicle with the approval of the county sheriff.
- Personal vehicles responding to non-emergency type incidents shall not use warning lights.
- Members should use discretion (in order to avoid public confusion) when discontinuing the use of warning devices after being cancelled from an emergency response.
- Warning lights will not be used when returning to the station from calls.

Incident Command System

Command procedures are designed to offer a practical framework for emergency operations and to effectively integrate the efforts of all members, officers, and techs. This will facilitate an organized and orderly tactical operation and a more effective and responsible effort.

The IC (Incident Commander) is responsible for managing and/or controlling resources by virtue of explicit legal, agency, or delegated authority. The IC is responsible for all aspects for the response, including developing incident objectives and managing all incident operations both written and verbal. Even if other positions are not assigned, the IC will always be designated. Most of the time, IC will be the Chief unless otherwise delegated or chain of command rules apply.

Responsibilities of Command:

1. Stabilize the incident and provide life safety within our training and qualifications.
2. Conservation of life and/or property within our training and qualifications.
3. Conservation of the environment within our training and qualifications.
4. Remove endangered occupants and treat injured within our training and qualifications.
5. Assure the safety, welfare, and accountability of agency personnel.

Function of Command:

1. Assume Command
2. Size up the incident
3. Evaluate Conditions
4. Develop a plan

5. Assign units
6. Provide continuing command and radio communications (if necessary)
7. Request additional units if necessary
8. Disregard and return units to service
9. Terminate Command

Assuming Command

The first agency member or unit to arrive on the scene of an incident shall establish command of the incident. **THE INITIAL INCIDENT COMMANDER SHALL REMAIN IN COMMAND UNTIL COMMAND IS TRANSFERRED OR THE INCIDENT/COMMAND IS TERMINATED.**

Communications

General Communication Guidelines:

1. Anytime you go enroute, arrive on scene, clear a call, or are back in quarters you must advise dispatch.
2. Be sure the receiver is ready to receive the transmission, make sure the message is acknowledged once the message has been transmitted. A brief repeat of the message is better than just a "COPY/OKAY". Briefly repeating transmission lets the sender know the message has been received correctly.
3. Know what you are going to say before transmitting and say it clearly while controlling your emotions if necessary.
4. **DO NOT** interfere with other transmissions unless you have emergency traffic.
5. Keep radio traffic to a minimum and straight to the point.

Accountability

It is the responsibility of all Rescue Chiefs and officers to maintain a constant awareness of the position and function of all personnel assigned to operate under their supervision. This awareness shall serve as the basic means of accountability that shall be required for operational safety.

Incident Commander

The IC shall be responsible for overall personnel accountability for the incident.

The IC shall maintain an awareness of the location and function of all companies/units at the scene of an incident.

The IC shall initiate an accountability system at the very beginning of operations and shall maintain that system throughout operations (unless an accountability officer has been appointed).

The IC shall provide for the appropriate control of access for all personnel and bystanders at the incident scene.

Personnel Accountability Report (PAR)

It is recommended that the officer in charge of accountability obtains a PAR every 20-30 minutes during rescue operations. A PAR may be confirmed in person or through radio communication. A PAR should also be obtained immediately following a catastrophic event to ensure all personnel are accounted for.

PPE & Issued Equipment

Shelby County Rescue Squad will provide personnel with the appropriate protective clothing and equipment as well as other necessary operational equipment. This equipment shall be used whenever an individual is exposed or potentially exposed to workplace hazards. The protective equipment shall meet or exceed OSHA requirements and agency specifications in effect at the time of purchase. Each member is responsible to utilize, safeguard, maintain, and clean their equipment consistent with the manufacturer's instructions and agency policy/guidelines. If there are issues with any equipment issued by the agency, notification to the Chief must be made immediately. It is the agency's responsibility to replace and/or have repaired any article of PPE or equipment that does not satisfactorily pass inspection or no longer functions properly.

Lost or accidental damage of equipment will be replaced by the agency up to 1 time; continuance of carelessness will then be the responsibility of the member to replace the piece of equipment.

Traffic safety vests shall always be worn when on or near roadways. Spare vests shall be stored on each apparatus so that they are readily accessible by personnel. Turnout coats alone are not acceptable as high-visibility highway safety apparel.

Officers have the overall responsibility to ensure that the members abide by SOP's/SOG's regarding the use of PPE.

NO SQUAD EQUIPMENT SHALL BE USED FOR INDIVIDUAL/PERSONAL USE.

Exposure Control

This policy applies to all personnel within the agency who are involved in accident scenes, hazardous material incident control, rescue, or emergency medical services which involve occupational exposure to blood or other potentially infectious materials.

The agency recognizes the potential for transmission of certain bloodborne infections to members through contact with blood and bodily fluids and requires specific precautions to minimize the risk of exposures. Universal precautions as defined below will be used where there is potential exposure to blood or bodily fluids to protect members, patients, and citizens against the spread of infectious diseases.

This plan will be reviewed annually and as needed to reflect changes in procedures, policies, or work rules.

The Shelby County Rescue Squad recognizes that communicable disease exposure is an occupational health hazard. Communicable disease transmission is possible during any aspect of operations including emergency response, training, and even at the station. It is the Agencies policy to:

- A. Provide services to all persons requiring them without regard to known or suspected diseases in any patient, within the limits of our training and qualifications.
- B. Regard all patient contacts as potentially infectious and to always take universal precautions.
- C. Provide agency personnel with the necessary training, immunizations, and PPE to reduce the risk to Shelby County Rescue Squad Members and members of the public.
- D. Recognize the need for infection controls in the workplace.
- E. Prohibit discrimination of any member based on infection with any communicable disease or virus.
- F. Regard all agency personnel medical information as confidential.

Methods of Compliance

- A. Universal precautions shall be observed to prevent contact with blood and other potentially infectious materials. All bodily fluids shall be considered potentially infectious materials.
- B. Work Practices:
 - a. Impervious gloves will be worn for all patient/victim contact. Gloves will be worn for touching blood and bodily fluids, mucus membranes, or non-intact skin of all patients, for handling items soiled with blood/bodily fluids,

and for performing all cleaning of soiled surfaces. Gloves are to be removed, and hands washed after contact with each patient or each use for cleaning or handling potentially infectious materials.

- b. All members will wash/sterilize hands and exposed skin with soap and water when feasible, or flush mucus membranes with water as soon as practical following contact with potentially infectious materials.
- c. Hands must be washed for a minimum of 20-30 seconds after doffing gloves, before eating or preparing food, and after contact with bodily fluids, mucus membranes, or broken skin.
- d. When hand washing is not possible, members will clean their hands with an antiseptic towel or hand cleanser, and then wash their hands with soap and water at the earliest possible time.
- e. Any other skin, mucus membrane, or body area that has come in contact with potentially infectious material must be washed as soon as possible.
- f. Immediately after use, sharp items such as needles and lancets shall be placed in a leak-proof, puncture-resistant container. Contaminated sharps shall not be recapped or otherwise manipulated by hand. When members must dispose of sharps or contaminated broken glassware, all handling will be done with tongs, forceps, broom and dustpan, or flat shovel.
- g. All procedures involving blood or OPIM shall be performed to minimize splashing and spattering.
- h. Infectious waste, any disposable item which encounters bodily fluids, shall be handled with gloves and shall be placed in an impermeable red bag.
- i. No potentially infectious waste will be left at the scene of an incident.
- j. A needle stick/sharps injury log shall be maintained and shall include the following information for each incident:
 - i. Period of time the log covers
 - ii. Date of the incident
 - iii. Date the incident is entered into the log
 - iv. Type and brand of sharp involved
 - v. Department or area of incident
 - vi. Description of the incident
- k. The log(s) shall be retained for 5 years after the end of the log year.

C. Personal Protective Equipment (PPE)

- a. When PPE is removed it shall be decontaminated or disposed of in an appropriate container.
- b. Personnel in contact with patients/victims will always have examination gloves and eye protection with them. These are available in each apparatus.
- c. Replace gloves if torn, punctured, or contaminated, or if their ability to function as a barrier is compromised.
- d. Never wash or decontaminate disposable gloves for reuse.
- e. Hypoallergenic gloves, glove liners, powderless gloves, or other similar alternatives will be readily accessible to those who are allergic to the gloves normally provided upon request.
- f. Masks shall be worn in combination with goggles/glasses with solid side shields whenever droplets of blood or OPIM may be splashed in the eyes, nose, or mouth.
- g. Gowns, waterproof aprons, or turn-out gear shall be worn during procedures that are likely to generate splashes of blood or other bodily fluids.

D. Equipment Cleaning

- a. Routine cleaning of equipment will be done daily or as needed.
- b. Vehicles, tools, and other equipment that is exposed to bodily fluids will be cleaned with soap and water followed by an antiseptic cleaner.

E. Contaminated materials shall be handled as little as possible. When handling contaminated linen, towels, or other items, latex gloves and other appropriate PPE is required.

F. Disposal of Waste

- a. All biohazard waste will be placed in red plastic bags (affixed with biohazard label) or labeled sharps containers.
- b. Whenever possible, contaminated waste will be given to the on-scene EMS crew for disposal.

G. Hepatitis B Vaccination

- a. All personnel who are at risk to occupational exposure will have the Hepatitis B vaccination, post exposure evaluation, and follow up made available at no cost.

- b. The Hepatitis B vaccination will be available after members receive training on the vaccine, its safety, method of administration, the benefits of being vaccinated, and within 10 working days of initial agency acceptance. The vaccination will not be given to anyone who has received the complete Hep B vaccination series, or if antibody testing shows member is immune. If the individual is allergic to yeast, an alternate Hep B vaccine will be offered.
- c. Each member must sign a consent/refusal form verifying that this vaccination was offered to him/her.
- d. If a member declines the vaccination, the member must sign a declination form. Members who decline, may request and obtain the vaccination later at no cost.

H. Post-Exposure Evaluation and Follow-up

- a. Following a report of an exposure incident, the employer shall make immediately available to the exposed employee a confidential medical evaluation and follow up, including at least the following elements:
 - i. Documentation of the route(s) of exposure, and the circumstances under which the exposure incident occurred.
 - ii. Identification and documentation of the source individual, unless the employer can establish that identification is infeasible or prohibited by state or local law.
 - iii. Collection and testing of blood for HBV and HIV serological status.
 - 1. The source individual's blood shall be tested as soon as feasible and after consent is obtained in order to determine HBV and HIV infectivity. If consent is not obtained, the employer shall establish that legally required consent cannot be obtained. When the source individual's consent is not required by law, the source individual's blood, if available, shall be tested and the results documented.
 - 2. When the source individual is already known to be infected with HBV or HIV, testing need not be repeated.
 - 3. Results of the source individual's testing shall be made available to the exposed member, and the member shall be informed of applicable laws and regulations concerning disclosure of the identity and infectious status of the source individual

4. After consent is obtained, the exposed employee's blood will be collected as soon as feasible and tested. If the employee consents to baseline blood collection but does not consent at that time for HIV serological testing, the sample will be preserved for at least 90 days. If, within 90 days of the exposure incident, the employee elects to have the baseline sample tested, such testing will be done as soon as feasible.

iv. Healthcare Professional's Written Opinion

1. The employer shall obtain and provide the employee with a copy of the evaluating healthcare professional's written opinion within 15 days of the completion of the evaluation.
2. The healthcare professional's written opinion for Hep B vaccination shall be limited to whether Hep B vaccination is indicated for an employee, and if the employee has received such vaccination.
3. The healthcare professional's written opinion for post-exposure evaluation and follow up shall be limited to the following:
 - a. That the employee has been informed of the results of the evaluation
 - b. That the employee has been told about any medical conditions resulting from exposure to blood or other potentially infectious materials which require further evaluation or treatment.
4. All other findings or diagnoses shall remain confidential and shall not be included in the written report.

v. Communication of Hazards to Personnel

1. Warning labels shall be affixed to containers of regulated waste containing blood or OPIMs.
2. Potentially infectious waste will be placed in red plastic bags.
3. Food and drinks will not be kept anywhere blood or potentially infectious materials may be present.

vi. Information and Training

1. All personnel with the potential for occupational exposure shall participate in an exposure control training program.
2. The training will be provided on initial assignment to a position that has potential for exposure and annually after that.
3. Training will be provided when changes occur, such as modifications of procedures, and with the use of new products that may affect occupational exposure.
4. Training program shall contain at least the following:
 - a. Info on the where to obtain a copy of OSHA's Bloodborne Pathogens Standard, 29 CFR 1910.1030
 - b. A general explanation of the symptoms of bloodborne diseases.
 - c. An explanation of the modes of transmission of bloodborne pathogens.
 - d. An explanation of this exposure control plan and fact that a copy of the policy will be included in the SOP/SOG manual.
 - e. Training in recognizing activities that may involve exposure.
 - f. Explanation of methods and their limitations for reducing exposure including appropriate engineering controls, work practices, and PPE.
 - g. Info on the types, proper use, location, removal, handling, decontamination, and disposal of PPE.
 - h. Instruction on how to select PPE for different situations
 - i. Info on the Hep B vaccine (effectiveness, safety, method of administration, benefits, and that it is offered free of charge to all members)
 - j. Info on the appropriate actions to take and persons to contact in an emergency involving blood or OPIMs
 - k. An explanation of the procedure to follow if an exposure incident occurs, including the method of

reporting and medial follow up that will be made available

- l. Info on the post exposure evaluation and follow up provided for the member following an exposure
- m. An explanation of the labels and color coding required by the exposure control plan
- n. An opportunity for interactive questions and answers with the person conducting the training session.

vii. Record Keeping

1. Shelby County Rescue shall maintain a record for each member who has occupational exposure in accordance with 29 CFR 1910.1020 including:
 - a. Name and SSN of the member, copy of members Hep B vaccination status including the dates of all hepatitis vaccinations and any medical records relative to the members ability to receive the vaccination.
 - b. Copy of all results of exams, medical testing, and follow up procedures as required.
 - c. Employer's copy of the health care professional's written opinion
 - d. A copy of the info provided to the health care professional.
2. Medical records shall be kept confidential and shall not be disclosed to any person within or outside the agency, except as required by law, without the members written consent.
3. The records shall be maintained for the duration of employment plus 30 years in accordance with 29 CFR 1910.1020.

viii. Training Records

1. Training records shall include:
 - a. Dates of the training.
 - b. Summary of the training.

- c. Names and qualifications of the people conducting the training.
 - d. Names and job titles of all people attending the training.
- 2. Training records shall be maintained for 3 years from the date on which the training occurred.
- 3. Member training records will be provided upon request to the individual member, and to anyone having written consent of the individual in accordance with 29 CFR 1910.20.

Apparatus and Equipment

This SOP/SOG establishes a schedule for the inspection and maintenance of all apparatus and equipment owned and operated by the agency. It ensures that emergency response vehicles are maintained in a constant state of readiness. It implements a preventative maintenance schedule for all apparatuses, tools and establishes procedures for the daily inspection of apparatus, equipment, and support vehicles.

A. Apparatus and equipment shall be:

- 1. Maintained in a constant state of readiness.
- 2. Refueled whenever the fuel level drops below $\frac{3}{4}$ of a tank. Oil and other fluid reservoirs shall also be kept full at all times.
- 3. Kept clean at all times.

B. All maintenance, both preventative and repair, shall be recorded in the appropriate vehicle logbook.

C. After each use:

- 1. Every vehicle used shall be inspected. The member performing the inspection shall record his findings in the appropriate vehicle logbook.
- 2. The member performing the inspection shall correct the defects that are found, provided that the member has the expertise, tools, supplies, and knowledge to do so. The items that are corrected shall be noted in the vehicle logbook. All problems and defects shall be reported to the Chief or other present officer.

3. Defects that cannot immediately be corrected shall be reported to the Chief or other present officer to be sent out for repair immediately.
4. If a defect requires that a vehicle be placed out of service, the Chief and dispatch must be notified immediately.
5. Vehicles and equipment shall be cleaned after each use if necessary.

D. Monthly Inspections:

1. All apparatus and equipment used shall be inspected monthly. The member performing the inspection shall record his/her findings in the appropriate vehicle logbook.
2. All engine powered equipment shall be run for a minimum of five minutes. Their fuel tanks shall be refilled whenever the level drops below $\frac{3}{4}$ of a tank. The oil will also be checked, and oil shall be added if necessary.
3. All battery levels for E-tools must also be checked and recharged if necessary.

Hazardous Materials

The Shelby County Rescue Squad functions at the AWARENESS level as it applies to hazardous materials. Prior to responding to a known or suspected hazardous materials incident, all personnel shall have Hazardous Materials training at the awareness level.

An incident involving hazardous materials can pose a significant risk to the public and responding personnel. While all efforts shall be made to protect the public, responders must NOT rush into the incident. Many HAZMAT incidents require the assistance, involvement, and response of other agencies; as such, mitigating the incident can take an extended period of time. All actions shall be based on informed decisions from qualified individuals.

Examples of activities and functions appropriate at the **AWARENESS** level include:

- Recognition of a Hazmat incident
- Recognition of hazards
- Identifying resources needed
- Initiating response of operations and/or technician level personnel
- Establishing scene control and management

Arrival on Scene

- A. The Emergency Response Guidebook (ERG) shall be used to identify containers, chemicals involved, staging, and isolation zones.
- B. All units shall stage a safe distance away from the incident in accordance to ERG recommendations and current conditions. When selecting a staging area take into consideration the following: wind direction, topography, accessibility, proximity to the incident, overhead obstacles, and potential for fire. **ALWAYS STAY UP WIND, UP HILL, AND UP STREAM FROM HAZMAT INCIDENTS.**
- C. The first arriving officer should establish command and complete an initial size-up.
- D. Isolate the incident from all directions and evacuate as needed. Refuse admittance to the area.
- E. All persons who have been exposed to the material(s) shall be moved to a location where they are isolated from others and incident so that they may be monitored and decontaminated if necessary.
- F. Obtain Safety Data Sheets and any chemical information available. This may include a manifest or other form of shipping papers if the incident involves the transportation of hazardous materials.
- G. Make contact with any company representatives and notify the appropriate agencies including a local hazmat team if necessary.
- H. Assign an incident safety officer immediately. It is also suggested that the incident commander assign an assistant to begin documentation of all incident plans and operations.

Scene Safety

- A. Establish hot, warm, and cold zones (utilize barrier tape and natural boundaries)
- B. Ensure that unauthorized/untrained personnel do not enter the hazardous area

Incident Actions

- A. All incident actions shall not exceed the scope of the hazardous materials awareness level which is limited to establishing command, identifying the materials involved, isolating the incident, securing the scene and surrounding area. Other actions may occur only if the personnel have the appropriate level of PPE and training to SAFELY carry out the tasks associated with his/her assignments.
- B. An Incident Action Plan shall be created that identifies exposures, hazards, and incident objectives.
- C. Dike and/or dam areas to contain run off and prevent further contamination of other areas and water sources.

- D. Remove all ignition sources if materials are combustible or flammable in nature.
- E. Collaborate with DNR, EPA, Shelby County Officials, company representatives, specialists/technicians, and the HAZMAT team as needed.
- F. Communications and accountability of all incident personnel shall be maintained at all times.

Reports and Documentation

- A. The release of information regarding the incident shall be controlled by the Officer In Charge and the designated Public Information Officer. Only the OIC, Shelby County EMA, or other designated PIC shall have the authority to provide public information.
- B. The Incident Action Plan and all operations performed on the incident shall be documented. A written report shall be completed by the OIC and filed with all other documents created.
- C. A log of all agency personnel who were exposed or potentially exposed shall be maintained during the incident and filed along with other incident reports.
- D. A record of all other agencies and their corresponding personnel who responded shall also be kept.
- E. A record of all items used that will need to be replaced and any other expenses shall be kept during the incident and filed with the other incident reports.

Clean-up

Clean up of materials is the sole responsibility of the person or company responsible for the hazardous material(s) incident. All of the personnel and equipment in contact with the hazardous material(s) shall be decontaminated prior to returning to service.

MAYDAY

The term Mayday will be designated solely for when a technician is in immediate distress. Specific examples include when a technician becomes struck, trapped, lost, disoriented, or experience equipment malfunctions that create immediate life-threatening consequences. There shall be no delay in calling MAYDAY out on the radio by either the member or witnessing member.

Emergency Procedures:

- A. Call for help immediately. Report on a portable radio "MAYDAY-MAYDAY-MAYDAY". Announce the situation. There shall be no delay in calling mayday or announcing the situation; the longer the delay, the smaller the window of

survivability will become. After calling Mayday, all radio traffic should be stopped besides the member(s) that called Mayday.

B. LUNAR shall be given to command:

- a. L = Location
- b. U = Unit ID
- c. N = Name of in distressed tech
- d. A = Assignment crew was working on prior to the trouble
- e. R = Resources you need

C. **If a Mayday is heard, all other radio traffic on that channel will cease, until the Mayday operation is complete. The IC will then designate a new radio frequency for all unaffected units to switch to. The IC will also notify dispatch of the change in radio channels and have dispatch announce this change.**

D. Radio Channels:

- a. Personnel declaring a Mayday shall remain on the channel Mayday was called on.
- b. After Mayday is broadcast, the member(s) in distress, the rescue team, and IC will stay on the designated channel, until resolution of the incident is achieved.
- c. All other units shall switch to another channel as assigned by the IC or dispatch.

Health and Safety

It is the policy of the Shelby County Rescue Squad to provide the highest level of safety and health for all members. The agency shall make every reasonable effort to provide a safe and healthy work environment, with the goal of the prevention and reduction of accidents, injuries, and occupational illnesses. Appropriate training, supervision, procedures, program support, and review shall be provided to achieve specific safety and health objectives in all functions and activities.

Incident Safety Officer

During both trainings and incidents, an incident safety officer should be designated and meet the following requirements:

1. Have the knowledge, skill and ability to manage incident scene safety.

2. Have and maintain a knowledge of safety and health hazards involved in emergency operations.
3. Have and maintain a knowledge of the agencies personnel accountability system and be responsible for members utilizing their PPE on scene and at trainings.
4. Have knowledge of all the tools and their uses and supervise scene safety to prevent accidents happening on incidents.
5. Have the ability to communicate with the IC any identifiable unsafe conditions, operations, or hazards and work with IC to take appropriate actions to mitigate or eliminate the unsafe condition, operation, or hazard at the incident scene or during training.

Sexual Harassment

If a situation as such arises, the following procedures, as briefly outlined from the law, will be followed.

A. Explanation

1. Sexual harassment is unwanted, deliberate or repeated sexual behavior. Sexually suggestive objects, signs, magazines, or pictures may be sexual harassment as well. The person hearing, seeing, or being touched does not want this attention. It is normal to feel embarrassed and angry by unwanted, unflattering attention or demands. However, you have a right to be free of sexual harassment in the workplace.
2. Sexual harassment can also be a form of unlawful sex discrimination if there is a subtle or direct threat that a sexual or social relationship is part of your job performance. The threat can be about any part of your job: wages, promotions, references, working conditions or your educational performance. You have a right to be free of sexual harassment in the workplace.

B. Definitions

The Illinois Human Rights Act defines sexual harassment:

In employment, as any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when (1) submission to such conduct is overtly expressed or suggested, (2) submission or rejection of the conduct is used as a basis for employment decisions, or (3) such conduct interferes with the employee's job performance or creates an intimidating, hostile, or offensive working environment.

C. What to do if you are sexually harassed:

1. Let the harasser know that you are offended by this conduct and want it to stop.
2. If a second incident occurs, again let the person know politely and firmly that you are not interested. Do not worry about being subtle.
3. Write down what happened to you, when it happened, who was there, and what was said by all the parties involved. Keep records of subtle or overt job-related promises or threats.
4. Consider writing a letter to the harasser stating the facts asking him or her to stop. Indicate that a copy of the letter will be sent to the supervisor responsible.
5. Talk with other people in the department whom you trust. Often, the person who is harassing you may also be bothering others as well. These witnesses may also be willing to testify to the facts.
6. Though it is not necessary, it would be a good idea to give your supervisor the facts about the incidents. If the supervisor is the sexual harasser, see his or her supervisor, and talk with the affirmative action officer.

D. Facts to be aware of:

Both males and females can be victims of sexual harassment. The victim of sexual harassment and the harasser can be members of the opposite sex or of the same sex. Sexual harassment in an employment setting can be perpetrated by a supervisor, coworker, or someone on the business premises at the invitation of the employer. Sexual harassment is not limited to any employment level. Both the harasser and victims can be found in all areas of the workplace. Charges of sexual harassment can be filed against the individual harasser and the employer. Both parties can be found liable.

E. Discrimination in employment

If you believe you have suffered from illegal discrimination in any area of employment, including application, selection, promotion, discipline, discharge or other terms and conditions of employment, you may file a charge with the Illinois Department of Human Rights.

Any such charge must be filed within 180 days after the alleged violation. The 180-day deadline cannot be extended even if you have filed a grievance or some other appeal.

The Illinois Human Rights Act prohibits discrimination on the basis of race, color, religion, sex, physical or mental handicap, national origin, ancestry, marital status, age, unfavorable military discharge (dishonorable discharge not covered).

It is a violation of the Human Rights Act for any employer, employment agency or labor organization to inquire on a written application whether a job applicant has ever been arrested. It is also against the law to fire, harass, demote or retaliate in any other way against a person because he or she has filed a charge or has cooperated in any stage of processing a charge under the Human Rights Act.

Injury and Illness Reporting

If any member suffers an injury or illness, as a result of his or her duties while serving as a member on the Shelby County Rescue Squad, his/her medical expenses may be covered by the provisions of the Worker's Compensation Act. An injured or ill member must immediately notify his/her commanding officer or the Chief of the injury/illness and incident and complete the appropriate paperwork.

Physical and Mental Capabilities

Any member with heart disease, epilepsy, or emphysema, etc. shall make this information known to the Chief and will not be expected to perform tasks that may potentially harm them.

Any member that is claustrophobic, has a fear of heights or small spaces, etc. shall make this information known to the Chief and will not be expected to perform tasks that they do not feel safe doing.

Social Media

- Personnel shall not use any personally owned devices to photograph, document, or record any emergency scene/incident while on duty and in attendance as members of the Shelby County Rescue Squad at those scenes. For the purposes of this policy, personally owned devices include but are not limited to: film cameras, digital cameras, video recording cameras and devices, cell phones, and cell phone cameras.
- Personnel may photograph, document, or record ONLY for training purposes with direct supervision and authorization of the Chief. Any electronic media documenting the incident such as pictures, videos, etc. of the incident are subject to confiscation by authorities for evidence.
- Such electronic media and/or documentation shall be for internal, investigative, or training purposes and shall not be transmitted by any means outside the department unless expressly authorized by the authorities or the Chief.

- Rescue Squad operations allow us access to situations, investigations, and crime scenes from which the media, press, public may be excluded due to operational, safety, or investigative reasons. As such, electronic media, information, and pictures gathered at scenes must be strictly controlled to be in accordance with HIPPA and other regulations so as not to jeopardize patient confidentiality, accident investigations, or shine an unprofessional light on the agency.
- Members shall not post, reply, or comment on any matter pertaining to emergency accidents on any social media platform. Sharing news articles on the incident is allowed, but no pertinent information, more than what the news articles have given, shall be shared anywhere or with anybody.
- Photos, documentation, and information from meetings/trainings may be shared ONLY with the direct authorization and approval from the Chief.

Members who violate this policy will be subject to disciplinary action, up to and including suspension or automatic termination.

Disciplinary Process

Disciplinary action is taken to promote the efficiency of our agency's operations. In exercising discipline, the agency will give due regard to each member's legal rights and will ensure that disciplinary actions are based on objective considerations without regard to age, color, disability, national origin, political affiliation, race, religion, gender, sexual orientation, or other non-merit factors.

Where violations are reoccurring, the standard steps shall be followed. In cases requiring severe measures, one or more steps may be omitted:

- Warning Notice (Verbal)
- Written Warning
- Probation/suspension and Final Notice
- Termination from the agency

There will be three classes of discipline. They are as follows:

- Class I: Immediate discharge.
- Class II: Written warning, suspension/probation, termination.
- Class III: Verbal warning, written warning, suspension/probation, termination.

Examples of Class I causes:

- Use or under the influence of drugs or alcohol while on duty.

- Theft of agency property or another member's property.
- Intentional destruction of agency property.
- Falsifying reports.
- Gross insubordination such as refusal to work, threatening, abusing, or intentionally striking a superior or other Squad Member.
- Striking or assaulting other emergency responders or bystanders.
- Lying or willfully omitting critical information on an application.

Examples of Class II causes:

- Reckless driving of agency vehicles.
- Disobeying traffic laws when responding to the call.
- Negligent or careless use of agency equipment.
- Failure to comply with published agency or municipal rules or regulations.
- Fighting.

Examples of Class III causes:

- Foul and/or abusive language.
- Inefficient, incompetent or negligent performance of work.
- Inability or failure to maintain satisfactory working relations with co-workers and/or citizens.
- Attendance Requirements.

All warnings, verbal and written, shall be documented. Copies of these warnings shall be given to the members, with a copy being kept in their personnel file.

Code of Ethics

I understand that I have the responsibility to conduct myself in a manner that reflects proper ethical behavior and integrity. In doing so, I will help foster a continuing positive public perception of the Rescue Squad as well as Shelby County. Therefore, I pledge the following:

- Always conduct myself, on and off duty, in a manner that reflects positively on myself, my agency, and the County.
- Accept responsibility for my actions and for the consequences of my actions.

- Support the concept of fairness and the value of diverse thoughts and opinions.
- Avoid situations that would adversely affect the credibility or public perception of our profession.
- Be truthful and honest at all times and report instances of cheating or other dishonest acts that compromise the integrity of our agency.
- Conduct my personal affairs in a manner that does not improperly influence the performance of my duties or bring discredit to my organization.
- Be respectful and conscious of each member's safety and welfare.
- Recognize that I serve in a position of public trust that requires stewardship in the honest and efficient use of publicly owned resources and that these are protected from misuse and theft.
- Exercise professionalism, competence, respect, and loyalty in the performance of my duties and use information, confidential or otherwise, gained by virtue of my position, only to benefit those I am entrusted to serve.
- Never propose or accept personal rewards, special privileges, benefits, advancement, honors or gifts that may create a conflict of interest, or the appearance thereof.
- Never engage in activities involving alcohol or other substance use or abuse that can impair my mental state or the performance of my duties and compromise safety.
- Never discriminate on the basis of race, religion, color, creed, age, marital status, national origin, ancestry, gender, sexual preference, medical condition or handicap.
- Never harass, intimidate, or threaten fellow members of the service or the public and stop or report the actions of fellow members who engage in such behaviors.
- Responsibly use social networking, electronic communications, or other media technology opportunities in a manner that does not discredit, dishonor, or embarrass my organization, the Rescue Squad, and the public. I also understand that failure to resolve or report inappropriate use of this media equates to condoning this behavior.
- Members shall use their training and capabilities to protect the public at all times.
- Members shall not engage in any sexual activity while on duty.
- Members shall not engage in horseplay.

Extrication Operations

This section is the basic general guidelines for all extrication operations, but not limited to, traffic crashes, farm/equipment, ATV/UTV, large vehicle, and bus.

1. Truck Coverage

- a. Truck needs to be enroute before anyone goes enroute to scene.*
- b. Communicate truck coverage over radio so other responding units are aware truck will be in route.*

2. Scene Command

- a. Establish Command*
- b. Assess situation and ensure scene is safe to proceed*
- c. Give size up and relay critical information as needed*
- d. Delegate tasks/assignments to incoming & on-scene personnel/departments/agencies.*
- e. Assign Safety Officer*

3. Traffic Control

- a. Set up traffic control*
- b. Designate a MABAS radio channel for traffic control and for prolonged incidents*
 - i. For prolonged calls, contact IDOT, Shelby County Highway Department, or Illinois State Police*

4. Scene Operations

- a. De-energize, stabilize/chock wheels, lock-out/remove key, and identify/stop leaking fuel, identify victim/victim locations or probable locations, peel and peek for airbag locations.*
- b. Patient contact, protection, and packaging (assisting EMS), and access disentanglement.*
- c. Perform extrication of patients*
- d. Assist EMS with preparing patient for transport*
 - i. Establish Landing Zone (LZ) if necessary*
- e. Communicate with dispatch that patients have departed with EMS or flight crew and operations have been completed.*

5. Clean-up & Returning to Station/In Service

- a. Ensure the scene is cleaned up, rescue equipment is accounted for and placed back on apparatus.*
- b. Communicate with dispatch truck is in enroute back to quarters and all members return to station.*
- c. Fill truck and equipment with fuel if below $\frac{3}{4}$ tank; check over truck to ensure equipment is cleaned up and in its proper locations.*
- d. Debrief if necessary once returning to the station.*
- e. Fill out call sheets, attendance sheet, and any other necessary paperwork before leaving the station.*

Elevator Rescue

- 1. Establish Command*
- 2. Assess the situation, if the elevator is stopped at a floor, or if the elevator is stuck in between floors*
 - a. If stuck on a floor: use master elevator key or force door open with tools*
 - b. If stuck in between floors: call a technical rescue team*

There is a master key located in the courthouse as well as Shelbyville Fire Protection District that may be helpful for someone to grab enroute to the call.

Assisting Agencies/Landing Zone

- 1. Follow EMS or other agencies requests and instructions*
- 2. Assist in lifting, equipment running, CPR*
- 3. Establish LZ if necessary*

Grain Bin/Confined Space Rescue

- 1. Establish Command*
- 2. Assess Situation*
- 3. Call for Advanced Support (Technical Rescue Team)*

4. DO NOT ENTER BIN (only members that have successfully passed a course in Grain Bin Rescue and Confined Space may enter the bin or other confined spaces)

Search and Rescue (SAR/USAR)

1. *Establish Command*
 - a. *The first officer on scene will establish command and will coordinate with law enforcement, EMA, fire department, dive team, or any other agency on scene. Establish on-scene radio communications. Establish Safety Officer.*
2. *Incident Command will coordinate with dispatch who IC is and that the operations are underway.*
3. *IC will work with EMA and dispatch to coordinate resources needed.*
4. *Establish a registration.*
 - a. *All incoming personnel coming to assist with search must check in and register with staging officers and report their name, phone number, copy of driver's license/state ID, and emergency contact information.*
5. *IC will assign team/group leads and assemble teams in staging. Minimum of 2 people per group.*
6. *Rehab*
 - a. *Establish a rehab area with EMS on standby to control rehabilitation area, if possible.*

Rescue Squad's UTV/Trailer

The Shelby County Rescue Squad's UTV/Trailer will assist in area search and rescue events when needed. UTV/Trailer could also be called to assist other fire and protection agencies within the county of Shelby to assist in their efforts for the protection of the public. The UTV/Trailer must be driven/pulled by a member with prior experience to operating UTV's and pulling trailers. When this unit is requested to assist, response with this vehicle shall be in a non-emergency fashion obeying all local and state traffic laws and be operated/pulled with a sense of due regard, like all other rescue equipment and apparatuses.

UTV: Machine shall be inspected prior to every use and all maintenance intervals completed. Machine shall be fueled up after every use and not be stored with any lower than $\frac{3}{4}$ of a tank. Machine shall be washed, cleaned, and inspected prior to storage

after use. Only members of the Shelby County Rescue Squad, with a valid driver's license, are allowed to drive/operate this machine. UTV may also be used for, but not limited to, fundraising events, parades, or advanced rescue operations.

Trailer: Trailer shall be inspected prior to use as well. Tires, lights and brakes shall be inspected and repaired when needed as well as all other functioning parts of this trailer. Cleaning and inspection shall also take place prior to storage after use. Only members of the Shelby County Rescue Squad, with experience pulling trailers, shall operate/pull this trailer. Trailer may also be used for, but not limited to, fundraising events, advanced rescue operations, and as a command center for search and rescue events.

Amendments and Rules

This document may be amended from time to time as submitted by the Chief and approved by the Public Safety Committee and the Shelby County Board. The Chief and officers shall have authority to make rules in order to more fully carry out the intentions set forth herein. The Chief may amend those rules from time to time as needed.

The compiled Standard Operating Procedures and Guidelines have been reviewed and agreed to by the Shelby County Board’s Public Safety Committee as the official regulations governing the operation and administration of the Shelby County Rescue Squad, Pursuant to 55 ILCS 5/5-1189 (HB4478) bill amending the counties “Public Act” code and such resolution as the Shelby County Board’s Public Safety Committee can approve.



PSC Chairman



Chief, SCRS



Assistant Chief, SCRS



Administrative Assistant, SCRS



County Board Chairman

Acknowledgement

By signing this form, I acknowledge that I have received and reviewed the Shelby County Rescue Squad Standard Operating Guidelines/Standard Operating Procedures(SOG/SOP's)

I understand that I am responsible for reading these documents and familiarizing myself with their contents. I also understand that the policies contained in these documents apply to me and that it is my responsibility to comply with the policies and any revisions made to them.

I understand that the Shelby County Rescue Squad SOG/SOP's adopted in 2025 supersedes all prior bylaws or rules on the subjects contained in it and that the Chief (with the approval of the County Board and Public Safety Committee) has the right to change, modify, add to, substitute or eliminate, and to interpret and apply , the policies and rules described therein.

Print Name: _____

Sign Name: _____

Officer Witness Signature: _____

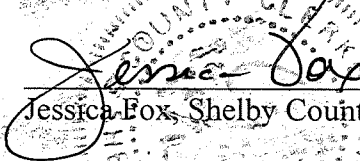
Date: _____

*** * * 2026 HOLIDAY CALENDAR * * ***

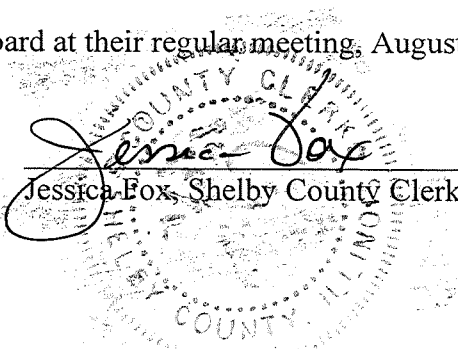
SHELBY COUNTY OFFICES

		<u>Observed</u>
January 1	New Year's Day	Thursday, January 1
January 19	Martin Luther King, Jr. Day	Monday, January 19
February 12	Lincoln's Birthday	Thursday, February 12
February 16	Presidents Day	Monday, February 16
April 3	Good Friday	Friday, April 3
May 25	Memorial Day	Monday, May 25
June 19	Juneteenth	Friday, June 19
July 4	Independence Day	Friday, July 3
September 7	Labor Day	Monday, September 7
October 12	Columbus Day	Monday, October 12
November 3	General Election Day	Tuesday, November 3
November 11	Veterans Day	Wednesday, November 11
November 26	Thanksgiving Day	Thursday, November 26
November 27	Day following Thanksgiving	Friday, November 27
December 24	Christmas Eve	Thursday, December 24
December 25	Christmas Day	Friday, December 25
December 26	Day following Christmas Day	Monday, December 28

Approved by the Shelby County Board at their regular meeting, August 14, 2025.



Jessica Fox, Shelby County Clerk



July 25, 2025

NOTICE OF BUDGET/LEGISLATIVE/AUDIT COMMITTEE MEETING

There will be a meeting of the Budget/Legislative/Audit Committee on Tuesday, July 29, 2025 at 6:00 PM. This meeting will be held at the Shelby County Courthouse (Courtroom B) located at 301 East Main in Shelbyville. (Grant, Matlock, Mayhall, Morse, Pritchard, Wafford, Yantis)

AGENDA

1. Call or Order
2. Roll Call
3. Approval of minutes
4. Public Body Comment
5. Review and discuss FY 25 budget
6. Discuss and vote to send FY 25 budget amendment for PCOM to the full board
7. Review and discuss FY 26 budget submissions
8. Discuss and vote to send to the full board an amendment to the Credit Card Policy to remove board members from getting a credit card
9. Old Business
10. New Business
11. Adjournment

FILED
JUL 25 2025
Jessie Fox
SHELBY COUNTY CLERK

Shelby County Budget and Legislative Committee Meeting
Shelby County Courthouse – Courtroom B

301 East Main Street
Shelbyville, IL 62565

Meeting Minutes

Date: May 27, 2025

Time: 6:00 PM

FILED
JUL 30 2025
Jessie Fox
SHELBY COUNTY CLERK

1. Call to Order

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

2. Roll Call

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

3. Approval of Minutes

Motion: To approve the minutes as presented.

Motion by: Matlock

Seconded by: Yantis

Vote: Motion carried unanimously.

4. Public Comment

No public comment was presented.

5. FY2025 Budget Review and Discussion

Discussion was held regarding the review of the FY2025 budget.

- **Inquiry by Matlock** regarding a negative balance in the ARPA account. Chairman Mayhall was unable to confirm the cause. Matlock will seek further account detail from the Treasurer’s Office, as they were responsible for payroll at the time.
- **Comment by Yantis** noted a shortfall in Social Security funding, and emphasized the lack of clarity in the figures provided during the last budget cycle.

6. AFSCME 2024–2027 Contract

Motion: To recommend the AFSCME 2024–2027 contract to the full County Board.

Motion by: Yantis

Seconded by: Pritchard

Vote: Motion carried unanimously.

7. County Credit Card Policy

Motion: To recommend the County Credit Card Policy to the full County Board.

Motion by: Matlock

Seconded by: Pritchard

Vote: Motion carried unanimously.

8. County Travel Policy

Item skipped. No policy currently exists.

9. County Payroll Policy

Motion: To recommend the Payroll Policy to the full County Board.

Motion by: Matlock

Seconded by: Yantis

Discussion:

- State's Attorney Woolery recommended integrating the Timekeeping Policy with the Payroll Policy to ensure consistency.
- Emphasis was placed on maintaining department head autonomy in managing their respective offices.

Motion to Table:

Motion by: Pritchard

Seconded by: Yantis

Vote: Motion to table carried. Chairman Mayhall will work with the State's Attorney to revise language accordingly.

10. Timekeeping Policy

Item bypassed.

11. Homeschool Resolution

Motion: To recommend the Homeschool Resolution to the full County Board.

Motion by: Yantis

Seconded by: Wafford

Vote: Motion carried unanimously.

Amendment to Item 4 of Resolution:

Amend language to read:

“The Shelby County Board declares that any such enacted legislation may infringe on Constitutional liberties or civil liberties as set forth in the Bill of Rights and that Shelby County, IL shall stand for the protection of homeschool and private school freedom in such cases.”

Motion to Amend by: Mayhall

Seconded by: Pritchard

Vote: Motion to amend carried unanimously.

12. Old Business

- a. Chairman Mayhall reported that Sikich is progressing with the 2023 audit and additional updates will be shared at the regular County Board meeting.
- b. Chairman Mayhall stated that the County will need to file an extension for the 2024 fiscal year.

13. New Business

No new business was presented.

14. Adjournment

Motion to Adjourn by: Yantis

Seconded by: Matlock

Vote: Motion carried.

Adjourned at: 7:19 PM.

NOTICE OF FINANCE COMMITTEE MEETING

The Finance Committee will meet at 4:30 PM on Tuesday, August 12th in Courtroom B Jury Room

AGENDA

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

Teresa Boehm
Finance Committee Chair

FILED
JUL 22 2025
Jenise Fox
SHELBY COUNTY CLERK

Minutes of 6/10/25 Finance Meeting

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

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

Approval of Minutes for the May meeting. Motion by Tricia 2nd by Judy. All in favor.

Public Body Comment: None

Review of Claims.

Old Business: None

Public Body Comments: None

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

Motion to adjourn at 6:05. Motion by Tricia 2nd by Judy. All in favor.

Note prior to meeting convening Judge Harlo addressed the committee on a bill for the Circuit Clerk on a scanning project.

FILED
JUL 22 2025

SHELBY COUNTY CLERK

gw
CH.
1 M

A stylized handwritten signature, possibly reading 'JL' or 'JB', with a horizontal line crossing through the middle.

**Road and Bridge Committee
Meeting Agenda**

Date and Time of meeting: Monday, August 11th, 2025, 4:30 pm

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

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

Public Body Comment –

Approval of Minutes from previous meeting – July 7th, 2025

Maintenance Department Update –

Engineers report –

Discussion and Approval items of R/B Committee

- Discussion and Approval by Road and Bridge Committee to move forward with purchase of GPS Equipment for Engineering Technicians.
- Discussion and Approval by Road and Bridge Committee to move forward with Engineering Agreements with Hammond and Reid as well as Midwest Engineering and Testing (MET) for assistance with design on Richland TWP Bridge over Skull Creek. Structure 087-3344.
- Discussion and Approval By Road and Bridge Committee to move forward with Engineering agreement with Midwest Engineering and Testing (MET) for Geotechnical services for assistance for Mix Design on County Highway 16
- Discussion and Recommendation for Approval at County Board for the below:
 - Discussion to Revise Road Use Agreement Process
 - Discussion and Approval of Permit Fee Schedule
 - Policy on permitting landowner/contractor to perform ditching improvements on County Highways.
 - Policy on permitting of oversize/overweight loads. Multiple discussion held with other county engineers. Attachment sent with correspondence to R/B committee.
 - Approval to utilize Oxcart Permitting System.

Approval of CPCA –

Approval of Claims-

Public Body Comment –

Adjournment: Next Scheduled Meeting will be August 11th, 2025 @ 4:30 pm @ Highway Department

August 4, 2025

NOTICE OF PUBLIC SAFETY COMMITTEE MEETING
(Cole, Ewards, Grant, Gregg, Mitchell, Price, Ross)

There will be a meeting of the Public Safety Committee on Thursday, August 7, 2025 at 6:00 PM. This meeting will be held at the Shelby County Courthouse (Courtroom A) office located at 301 East Main in Shelbyville.

AGENDA

- Call or Order
- Roll Call
- Approval of minutes
- Public Body Comment
- Discuss Rescue Squad SOPs/SOGs Send to full board
- PCOM Introduction and Updates
- Sheriff Department Updates
- Animal Control Updates
- Dive Team Updates
- Rescue Squad Updates
- EMA Updates/ Discussion on dispatching issues for county entities and methods of resolution
- Old Business
- New Business
- Adjournment

FILED
AUG 04 2025
Jennie Fox
SHELBY COUNTY CLERK

Shelby County Clerk - Jessica Fox

From: Shelby County District 10 - Jeff Gregg
Sent: Monday, August 4, 2025 7:36 AM
To: Shelby County Clerk - Jessica Fox
Subject: PSC Minutes from June,2025

The Public Safety Committee met Thursday June 3,2025 in Courtroom A of the Shelby County Courthouse.
Minutes taken by Jeff Gregg

- Call to order at 6:00pm
- Cole,Gregg,Mitchell,and Ross present
- Approval of minutes: Motion-Ross Second-Cole
- Public body comment: Gregg thanked Mayhall for his past leadership of this committee
- Rescue SOP/SOG: Ross,Camic and Pritchard were assigned to complete this project and present at the August meeting
- Sheriff Update: An update was given including a new hire to the department
- Animal Control: An update was provided via Email
- Dive update: Cookout fundraiser collected \$3,031. High School Bass fishing tournament was held on Lake Shelbyville and support was provided
- Rescue Update: Search and rescue training was held at the park. 11 calls since the last meeting. Firetruck to be Surplused was discussed
- EMA update: An update was given including a blood drive to be held June 12 at the Fire House
- Old Business
- New Business
- Adjournment wat at 6:38 Motion-Ross Second-Mitchell

FILED
AUG 04 2025
Jessica Fox
SHELBY COUNTY CLERK

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

Beginning Balance	June 30, 2025	\$	9,795.31
Deposits			
Arrow Energy--Credit Card Fuel Sales		\$	13,185.58
Fuel Sales--Cash & Check		\$	1,414.81
Rent		\$	2,520.00
Transfer From First Federal		\$	87,000.00
Shelby Couly Aviation--Ameren		\$	23.02
Bank Interest		\$	3.38
		\$	104,146.79
		\$	113,942.10

Bills Received and Paid			
Shelby County Aviation--FBO July, 2025	\$	3,650.00	
Shelby Electric Cooperative	\$	729.11	
Steve Wempen--Bookkeeping July, 2025	\$	200.00	
Illinois Department of Revenue--Sales Tax Payment	\$	867.00	
John Deere Financial--New Tractor Payment 63 of 84	\$	751.36	
Shelbyville Water Department	\$	74.23	
Ameren IP	\$	69.20	
Arrow Energy--1970 Gal. 100LL Avgas @\$4.21519 per Gal.	\$	8,303.93	
Arrow Energy--1968 Gal. 100LL Avgas @\$4.25019 per Gal.	\$	8,364.38	
Arrow Energy--1279 Gal. 100LL Avgas @\$4.21519 per Gal.	\$	5,263.34	
Triple B Home Center--Building Material	\$	75.35	
A. C. T. S. LLC--Internet	\$	50.00	
Steve Wempen--M Hangar Rehab. Advertisement Reimbursement	\$	79.00	
Fesse--Fire Extinguisher Annual Inspection & Repair	\$	373.78	
Shelbyville Ace Hardware--Matl. For Install of New Windows	\$	5.04	
Consolidated Communications	\$	199.24	
EPA--Storm Water Drainage Permit	\$	500.00	
Shelby County Aviation--Reimbursement for TSC Weed Killer	\$	144.94	
Albion Radio Communications--3rd Qrt. NDB Maintenance	\$	504.00	
LRS--Trash Service 7-1-25 to 9-30-25	\$	95.10	
	\$		\$ 30,299.00
	\$		83,643.10

Shelby County State Bank
First Federal Savings and Loan
Farm Agency Account
Fuel Receivable
Rent Receivable
Cash On Hand
The Illinois Fund
Certificates of Deposit

FILED
AUG 12 2025

Shirley Fox
SHELBY COUNTY CLERK

\$	83,643.10
\$	897.79
\$	41,484.52
\$	2,654.83
\$	115.00
\$	651.13
\$	126,920.10
\$	21,757.52
\$	278,123.99

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION
REGULAR MEETING MINUTES **July 7, 2025**

Members present at meeting:

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

Members not present at meeting:

Commissioners--John Hall

Others Present

Airport Manager--Scott Jefson

County Board Members--Carol Cole, Austin Pritchard

Farm Manager--Jim Schwerman

Rick calls the meeting to order.

Rick asks Jim Schwerman to start with his farm report. Jim passed out copies of the airports farm report and went thru the complete report explaining everything. Jim ask if anyone had any questions. Carol asks Jim if Kevin and Jim get paid per planting and per harvest and Jim said yes that they get paid for every operation and the costs varies. Carol asks Jim if the farming needs to be put out for bids. Scott said he didn't think so because it is custom farmed. Austin said this being the airport he thought there were different rules for that. Jim said that he had talked to the Committee before because it has been questioned in the past. A short discussion ensued on the subject and the way it is being done is perfectly fine and works well. Steve asks Jim for the current balance in the farm account. Steve mentioned having to pay the contractor direct for each invoice when the Main Hangar Rehab starts and then wait for a ninety percent reimbursement. Steve said he will probably end up getting a short term loan and pay each invoice amount back after a two to six week wait for each reimbursement. Jim said the crops were doing very well and with nothing else, he excused himself.

The minutes for the Regular Meeting held June 9th were read by all. Paul made a motion to approve the minutes. It was second by Walt and was approved by all saying aye.

The June Treasurer's Report was read by all. Rick made a motion to approve the Treasurer's Report. It was second by Paul and approved by all saying aye.

Bills Presented

Albion Radio Communications--3rd Qtr.. NDB Maintenance	\$	504.00
Shelby County Aviation--TSC/5 Gallon Weed Killer & Shipping the Grounding Ree	\$	144.94
Triple B Home Center--Building Material	\$	75.35
Shelbyville Ace Hardware--Fasteners	\$	5.04
EPA--Storm Water Drainage Permit	\$	500.00
Fessi--New Fire Extinguisher	\$	373.78

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

Managers Report

Scott starts out saying Hydro Gear is back mowing again. Also both of the airports mowers are ready to go if need be. Steve asks Scott what they were mowing with and he said they had two sixty-inch Skag commercial Hybrid mowers and they use a little gas. They show up with two five gallon cans so he told them since we just got a hundred gallons, if they need any they can fill their cans and keep track of how many cans they use and will reimburse us when they are done.

Scott said he will be gone this coming Thursday thru Sunday, that he will be in Iowa for a family reunion and that Paul would be watching the airport for him. The following Thursday he will be going to Oshkosh and be back on Monday the 29th.

There is 800 gallon of fuel in the tank at present and Flying Illini is wanting 1000 so he said he ordered 2000 gallon that would be here this coming Thursday and then they can get their remaining 200 gallon.

Scott mentions being completely out of hangar space now and had to put Garrett Wasson's 182 out on the

ramp. This is his plane that is not airworthy. A person from Herrick said Garrett was going to purchase some farm ground south of Herrick and put an airstrip in so maybe both planes will go down there. Steve asks Scott if we had any body waiting for a hangar and Scott said there was two people wanting a hangar. Scott said he was still healing up and getting better but wasn't release from the doctor yet. Still working on weather station but gaining on it. The flying club is purchasing a bigger air conditioner for their club office, the existing one won't get the room under eighty degrees. Now the instructors will be able to do their back office ground work with students over there. The local EAA Chapter is going to discuss having a Chili Fly-In, maybe in October, at their next meeting.

End of Managers Report

Old Business

John is absent so it was decided that we shelve the fence discussion till the next meeting. Scott read an email from Lindsay Hausman a status update on all three of our current projects. Lindsay will get going on the third project of asphalt on the south side of the second row of T-Hangars as soon as we give her the go ahead. Scott said he would call her the next day. Rick asks Scott about any upcoming events that might interfere with any of the projects. Scott said the Main Hangar Rehab is a ninety day project and could effect the Balloon Fest in October if they don't get started soon. Also the Ramp Rehab could be started. A short discussion ensued on the matter. Carol asks if the airport was gonging to have a car show and Scott said there wasn't enough help and Bob Lee had two other ones he was working on.

New Business

Paul mentions replacing the carpet in the terminal and had samples from two different local businesses. Recommended were 24" X 24" carpet squares where bad stains or damage could be fixed easily by removing and replacing a square with a new one. Scott said the other option was some heavy duty vinyl flooring. Rick asks about the water staining the new carpet like the old. Paul had gotten two quotes, one from Mark's Floors and the other from Select Interiors. After a lengthy discussion and roughly figuring the total cost of material, labor and the cost of prepping the floor. It was decided to hold on the floor until we see where we are financially after these upcoming projects. Walt thought maybe we could update the flags and Scott said he needed to order a couple.

Walt made a motion to adjourn and Steve second it. Motion approved by all saying aye.

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION RECORD JOURNAL

CHECK NO.	DATE	DESCRIPTION OF TRANSACTION		DEBITS	CREDITS	BALANCE
	30-Jun-25	Balance Shelby County State Bank				\$ 9,795.31
6642	1-Jul-25	Shelby County Aviation--FBO July, 2025	022-5210-12-023	\$ 3,650.00		\$ 6,145.31
6643	1-Jul-25	John Deere Financial--Payment 63 of 84	022-5455-12-023	\$ 751.36		\$ 5,393.95
6644	1-Jul-25	Arrow Energy--1970 Gallon 100LL @\$4.21519	022-8010-12-023	\$ 8,303.93		\$ (2,909.98)
	1-Jul-25	Rent--S Wempen \$115, D Kroenlein \$115, T Swinney \$115				
		B Brunken \$115, G Wasson \$115				
		Fuel--\$141.92 SCA/Ameren \$23.02 Rent--\$575.00			\$ 739.94	\$ (2,170.04)
	1-Jul-25	Arrow Energy--Deposit			\$ 4,759.80	\$ 2,589.76
	7-Jul-25	Illinois Department of Revenue--Sales Tax Payment		\$ 867.00		\$ 1,722.76
	9-Jul-25	Rent--J Livesay \$125, SC Flying Club \$230, J Green \$115				
		Fuel--\$843.96 Rent--\$470.00			\$ 1,313.96	\$ 3,036.72
6645	9-Jul-25	Albion Radio Communications, Inc.--3rd Qtr. NDB Maintenance	022-7442-12-023	\$ 504.00		\$ 2,532.72
6646	9-Jul-25	Shelby County Aviation--TSC Weed Killer Reimbursement	022-7443-12-023	\$ 144.94		\$ 2,387.78
6647	9-Jul-25	EPA--Storm Water Drainage Permit	022-7443-12-023	\$ 500.00		\$ 1,887.78
	9-Jul-25	Transfer from First Federal			\$ 15,000.00	\$ 16,887.78
6648	9-Jul-25	Fessi--New Fire Extinguisher	022-7441-12-023	\$ 373.78		\$ 16,514.00
6649	9-Jul-25	Steve Wempen--Reimbursement for Advertising Hangar Project	022-9900-12-023	\$ 79.00		\$ 16,435.00
6650	9-Jul-25	Steve Wempen--Bookkeeping July, 2025	022-5220-12-023	\$ 200.00		\$ 16,235.00
6651	9-Jul-25	Shelby Electric Cooperative	022-7800-12-023	\$ 729.11		\$ 15,505.89
6652	9-Jul-25	Shelbyville Ace Hardware--Bldg. Maintenance	022-7440-12-023	\$ 5.04		\$ 15,500.85
6653	9-Jul-25	Triple B Home Center--Bldg. Maintenance	022-7440-12-023	\$ 75.35		\$ 15,425.50
6654	9-Jul-25	LRS--Trash Service 7-1-25/9-30-25	022-7444-12-023	\$ 95.10		\$ 15,330.40
6655	9-Jul-25	Shelbyville Water Department	022-7800-12-023	\$ 74.23		\$ 15,256.17
6656	9-Jul-25	ACTS, LLC--Internet	022-7800-12-023	\$ 50.00		\$ 15,206.17
	11-Jul-25	Arrow Energy--Deposit			\$ 1,633.90	\$ 16,840.07
6657	15-Jul-25	Arrow Energy--1968 Gallon 100LL @\$4.25019	022-8010-12-023	\$ 8,364.38		\$ 8,475.69
6658	18-Jul-25	Ameren IP--SCA 37528 \$22.83 Airport 06211 \$46.37	022-7800-12-023	\$ 69.20		\$ 8,406.49
6659	18-Jul-25	Consolidated Communications	022-7800-12-023	\$ 199.24		\$ 8,207.25
	18-Jul-25	Arrow Energy--Deposit			\$ 4,427.50	\$ 12,634.75
	18-Jul-25	Rent--L Jetson \$115, EAA Chapter 814 \$65, M Figgins \$250				
		K Best \$125, W Jesse \$115, D Collette \$115				
		G Wasson \$115, BARR \$115				
		Fuel \$422.93 Rent \$1015.00			\$ 1,437.93	\$ 14,072.68
	24-Jul-25	Transfer from First Federal			\$ 51,000.00	\$ 65,072.68
	25-Jul-25	Arrow Energy--Deposit			\$ 2,364.38	\$ 67,437.06
	30-Jul-25	Rent--D Alms \$230, S Wempen \$115, J Green \$115				
		Fuel--\$6.00 Rent \$460.00			\$ 466.00	\$ 67,903.06
	30-Jul-25	Transfer from First Federal			\$ 21,000.00	\$ 88,903.06
6660	30-Jul-25	Arrow Energy--1279 Gallon 100LL @\$4.1152	022-8010-12-023	\$ 5,263.34		\$ 83,639.72
	31-Jul-25	Bank Intersect			\$ 3.38	\$ 83,643.10
		Board Meeting August 11, 2025				

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION RECORD JOURNAL

[illegible]

SHELBY COUNTY AIRPORT--CERTIFICATES of DEPOSIT

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

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION
BUDGET ACCOUNT SUMMARY *July 31, 2025*

[illegible]

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

DATE	QUANTITY	CUSTOMER INVOICE	TRANS. NO.	PRICE	CREDIT CARD	CHARGE	CASH
1-Jul-25	7.06	Credit Card Customer	3202	\$ 5.00	\$ 35.30		
1-Jul-25	5.11	Credit Card Customer	3203	\$ 5.00	\$ 25.55		
1-Jul-25	23.00	John Weber	3204	\$ 4.95		\$ 113.85	
1-Jul-25	75.10	Cash Customer	3205	\$ 5.00			\$ 375.50
1-Jul-25	42.36	Cash Customer	3206	\$ 5.00			\$ 211.80
1-Jul-25	5.07	Credit Card Customer	3207	\$ 5.00	\$ 25.35		
1-Jul-25	7.11	Credit Card Customer	3208	\$ 5.00	\$ 35.55		
1-Jul-25	36.48	John Livesay	3209	\$ 4.95		\$ 180.58	
1-Jul-25	8.14	Credit Card Customer	3210	\$ 5.00	\$ 40.70		
1-Jul-25	6.24	Credit Card Customer	3211	\$ 5.00	\$ 31.20		
1-Jul-25	11.26	Credit Card Customer	3212	\$ 5.00	\$ 56.30		
2-Jul-25	8.34	Credit Card Customer	3213	\$ 5.00	\$ 41.70		
2-Jul-25	15.83	Barry Brunken	3214	\$ 4.95		\$ 78.36	
2-Jul-25	5.11	Credit Card Customer	3215	\$ 5.00	\$ 25.55		
2-Jul-25	7.03	Credit Card Customer	3216	\$ 5.00	\$ 35.15		
2-Jul-25	22.62	Rick Brown	3217	\$ 4.95		\$ 111.97	
2-Jul-25	5.11	Credit Card Customer	3218	\$ 5.00	\$ 25.55		
3-Jul-25	18.76	Rick Brown	3219	\$ 4.95		\$ 92.86	
3-Jul-25	10.10	Credit Card Customer	3220	\$ 5.00	\$ 50.50		
3-Jul-25	29.56	Credit Card Customer	3221	\$ 5.00	\$ 147.80		
3-Jul-25	8.62	Credit Card Customer	3222	\$ 5.00	\$ 43.10		
4-Jul-25	3.66	Credit Card Customer	3223	\$ 5.00	\$ 18.30		
4-Jul-25	2.10	Credit Card Customer	3224	\$ 5.00	\$ 10.50		
4-Jul-25	5.02	Credit Card Customer	3225	\$ 5.00	\$ 25.10		
4-Jul-25	20.11	Credit Card Customer	3226	\$ 5.00	\$ 100.55		
4-Jul-25	5.54	Credit Card Customer	3227	\$ 5.00	\$ 27.70		
4-Jul-25	4.97	Credit Card Customer	3228	\$ 5.00	\$ 24.85		
5-Jul-25	20.72	Credit Card Customer	3229	\$ 5.00	\$ 103.60		
5-Jul-25	21.25	Rick Brown	3230	\$ 4.95		\$ 105.19	
5-Jul-25	8.23	Credit Card Customer	3231	\$ 5.00	\$ 41.15		
5-Jul-25	24.28	Credit Card Customer	3232	\$ 5.00	\$ 121.40		
6-Jul-25	1.61	Credit Card Customer	3233	\$ 5.00	\$ 8.05		
7-Jul-25	19.26	Credit Card Customer	3234	\$ 5.00	\$ 96.30		
7-Jul-25	13.66	Ken Best	3235	\$ 4.95		\$ 67.62	
7-Jul-25	9.05	Credit Card Customer	3236	\$ 5.00	\$ 45.25		
8-Jul-25	10.95	Credit Card Customer	3237	\$ 5.00	\$ 54.75		
8-Jul-25		Aerinova Jet Fuel Draw 3238-3240					
8-Jul-25	10.09	Credit Card Customer	3241	\$ 5.00	\$ 50.45		
8-Jul-25		Aerinova Jet Fuel Draw 3242-3244					
8-Jul-25	56.67	Credit Card Customer	3245	\$ 5.00	\$ 283.35		
8-Jul-25	4.11	Credit Card Customer	3246	\$ 5.00	\$ 20.55		
9-Jul-25	6.45	Credit Card Customer	3247	\$ 5.00	\$ 32.25		
9-Jul-25	6.01	Credit Card Customer	3248	\$ 5.00	\$ 30.05		
9-Jul-25	22.87	Rick Brown	3249	\$ 4.95		\$ 113.21	
10-Jul-25	110.11	Credit Card Customer	3250	\$ 5.00	\$ 550.55		
10-Jul-25	110.11	Credit Card Customer	3251	\$ 5.00	\$ 550.50		
10-Jul-25	110.10	Credit Card Customer	3252	\$ 5.00	\$ 550.50		
10-Jul-25	110.10	Credit Card Customer	3253	\$ 5.00	\$ 550.50		
10-Jul-25	110.11	Credit Card Customer	3254	\$ 5.00	\$ 550.55		
10-Jul-25	110.11	Credit Card Customer	3255	\$ 5.00	\$ 550.55		
10-Jul-25	68.91	Credit Card Customer	3256	\$ 5.00	\$ 344.55		
10-Jul-25		Aerinova Jet Fuel Draw 3257-3259					
10-Jul-25	20.10	Rick Brown	3260	\$ 4.95		\$ 99.50	
10-Jul-25	10.19	Credit Card Customer	3261	\$ 5.00	\$ 50.95		
10-Jul-25	6.02	Credit Card Customer	3262	\$ 5.00	\$ 30.10		
11-Jul-25		Aerinova Jet Fuel Draw 3263-3266					
11-Jul-25							
11-Jul-25	30.10	Credit Card Customer	3267	\$ 5.00	\$ 150.50		
12-Jul-25	60.85	Credit Card Customer	3268	\$ 5.00	\$ 304.25		
12-Jul-25	5.12	Credit Card Customer	3269	\$ 5.00	\$ 25.60		
12-Jul-25	11.47	Credit Card Customer	3270	\$ 5.00	\$ 57.35		
13-Jul-25	12.85	Credit Card Customer	3271	\$ 5.00	\$ 64.25		

13-Jul-25	3.06	Credit Card Customer	3272	\$ 5.00	\$ 15.30		
14-Jul-25	5.30	Credit Card Customer	3273	\$ 5.00	\$ 26.50		
14-Jul-25	5.84	Credit Card Customer	3274	\$ 5.00	\$ 29.20		
15-Jul-25	13.49	Credit Card Customer	3275	\$ 5.00	\$ 67.45		
16-Jul-25	31.58	Credit Card Customer	3276	\$ 5.00	\$ 157.90		
16-Jul-25	5.06	Cash Customer	3277	\$ 5.00			\$ 25.30
17-Jul-25	8.49	Credit Card Customer	3278	\$ 5.00	\$ 42.45		
17-Jul-25	2.52	Scott Jefson	3279	\$ 4.95		\$ 12.47	
17-Jul-25	5.65	Credit Card Customer	3280	\$ 5.00	\$ 28.25		
17-Jul-25	75.10	Flying Illini Ag Service, LLC	3281	\$ 5.00		\$ 375.50	
17-Jul-25	75.11	Flying Illini Ag Service, LLC	3282	\$ 5.00		\$ 375.55	
17-Jul-25	3.45	Credit Card Customer	3283	\$ 5.00	\$ 17.25		
17-Jul-25	75.11	Flying Illini Ag Service, LLC	3284	\$ 5.00		\$ 375.55	
17-Jul-25	26.34	Flying Illini Ag Service, LLC	3285	\$ 5.00		\$ 131.70	
18-Jul-25	8.03	Credit Card Customer	3286	\$ 5.00	\$ 40.15		
18-Apr-25	6.55	Credit Card Customer	3287	\$ 5.00	\$ 32.75		
18-Jul-25	23.44	Credit Card Customer	3288	\$ 5.00	\$ 117.20		
18-Jul-25		Aerinova Jet Fuel Draw 3289-3292					
18-Jul-25	100.01	Credit Card Customer	3293	\$ 5.00	\$ 500.05		
19-Jul-25	110.11	Credit Card Customer	3294	\$ 5.00	\$ 550.55		
19-Jul-25	110.10	Credit Card Customer	3295	\$ 5.00	\$ 550.50		
19-Jul-25		Aerinova Jet Fuel Draw 3296-3298					
19-Jul-25	21.20	Barry Brunken	3299	\$ 4.95		\$ 104.94	
19-Jul-25	3.56	Credit Card Customer	3300	\$ 5.00	\$ 17.80		
19-Jul-25	11.97	Credit Card Customer	3301	\$ 5.00	\$ 59.85		
20-Jul-25	4.12	Credit Card Customer	3302	\$ 5.00	\$ 20.60		
20-Jul-25	9.71	Credit Card Customer	3303	\$ 5.00	\$ 48.55		
20-Jul-25	7.02	Credit Card Customer	3304	\$ 5.00	\$ 35.10		
20-Jul-25	29.02	Credit Card Customer	3305	\$ 5.00	\$ 145.10		
21-Jul-25		Aerinova Jet Fuel Draw 3306-3311					
21-Jul-25	3.15	Credit Card Customer	3312	\$ 5.00	\$ 15.75		
22-Jul-25	5.10	Credit Card Customer	3313	\$ 5.00	\$ 25.50		
22-Jul-25	5.10	Credit Card Customer	3314	\$ 5.00	\$ 25.50		
23-Jul-25		Aerinova Jet Fuel Draw 3315-3318					
24-Jul-25	8.19	Credit Card Customer	3319	\$ 5.00	\$ 40.95		
24-Jul-25	57.94	Credit Card Customer	3320	\$ 5.00	\$ 289.70		
24-Jul-25	5.12	Credit Card Customer	3321	\$ 5.00	\$ 25.60		
24-Jul-25	4.10	Credit Card Customer	3322	\$ 5.00	\$ 20.50		
25-Jul-25	7.44	Credit Card Customer	3323	\$ 5.00	\$ 37.20		
25-Jul-25		Aerinova Jet Fuel Draw 3324-3328					
25-Jul-25	110.10	Credit Card Customer	3329	\$ 5.00	\$ 550.50		
25-Jul-25	110.11	Credit Card Customer	3330	\$ 5.00	\$ 550.55		
25-Jul-25	25.10	Credit Card Customer	3331	\$ 5.00	\$ 125.50		
25-Jul-25		Aerinova Jet Fuel Draw	3332				
25-Jul-25	10.59	Credit Card Customer	3333	\$ 5.00	\$ 52.95		
25-Jul-25		Aerinova Jet Fuel Draw 3334-3337					
25-Jul-25	5.10	Credit Card Customer	3338	\$ 5.00	\$ 25.50		
25-Jul-25		Jet Fuel Sale	3339				
26-Jul-25		Aerinova Jet Fuel Draw	3340				
26-Jul-25	37.90	Credit Card Customer	3341	\$ 5.00	\$ 189.50		
26-Jul-25	5.12	Credit Card Customer	3342	\$ 5.00	\$ 25.60		
26-Jul-25		Aerinova Jet Fuel Draw 3343-3346					
26-Jul-25	25.00	Credit Card Customer	3347	\$ 5.00	\$ 125.00		
26-Jul-25		Aerinova Jet Fuel Draw 3348-3356					
26-Jul-25	21.31	Credit Card Customer	3357	\$ 5.00	\$ 106.55		
26-Jul-25		Aerinova Jet Fuel Draw 3358-3359					
27-Jul-25	17.67	John Weber	3360	\$ 4.95		\$ 87.47	
27-Jul-25	10.09	Credit Card Customer	3361	\$ 5.00	\$ 50.45		
27-Jul-25	12.09	Credit Card Customer	3362	\$ 5.00	\$ 60.45		
27-Jul-25	11.02	Credit Card Customer	3363	\$ 5.00	\$ 55.10		
27-Jul-25	6.12	Credit Card Customer	3364	\$ 5.00	\$ 30.60		
27-Jul-25		Aerinova Jet Fuel Draw 3365-3367					
27-Jul-25	10.51	Credit Card Customer	3368	\$ 5.00	\$ 52.55		
28-Jul-25	16.32	Shelby County Dive Team	3369	\$ 5.00		\$ 81.60	
28-Jul-25	19.18	Credit Card Customer	3370	\$ 5.00	\$ 95.90		

[illegible]

SHELBY COUNTY AIRPORT

100LL COST OF SALES REPORT 2024-2025

MONTH	GALLONS SOLD	AVE. PRICE PER GAL.	SALES AMOUNT			TOTAL SALES	COST PER GAL	WITH TAX	ARROW FEE	TOTAL		NET PROFIT OR LOSS
			CREDIT CD	CHARGE	CASH					COST	COST	
December	692.12	\$ 5.00	\$ 2,632.95	\$ 234.18	\$ 591.10	\$ 3,458.23	\$ 4.13	\$ 4.39	\$ 97.93	\$ 3,135.04	\$ 323.19	
January	504.86	\$ 4.99	\$ 1,752.95	\$ 451.99	\$ 314.80	\$ 2,519.74	\$ 4.15	\$ 4.41	\$ 69.44	\$ 2,295.56	\$ 224.18	
February	646.00	\$ 5.00	\$ 2,996.80	\$ 232.14	-	\$ 3,228.94	\$ 4.15	\$ 4.41	\$ 105.22	\$ 2,953.68	\$ 275.26	
March	1127.04	\$ 4.99	\$ 4,063.00	\$ 978.83	\$ 583.94	\$ 5,625.77	\$ 4.21	\$ 4.47	\$ 131.98	\$ 5,173.37	\$ 452.40	
April	1196.16	\$ 4.99	\$ 4,128.50	\$ 899.63	\$ 943.60	\$ 5,971.73	\$ 4.27	\$ 4.54	\$ 137.75	\$ 5,564.58	\$ 407.15	
May	1721.07	\$ 4.99	\$ 6,806.00	\$ 1,143.06	\$ 644.75	\$ 8,593.81	\$ 4.13	\$ 4.39	\$ 206.28	\$ 7,758.55	\$ 835.26	
June	2889.06	\$ 5.00	\$ 12,959.85	\$ 580.98	\$ 898.60	\$ 14,439.43	\$ 4.17	\$ 4.43	\$ 357.88	\$ 13,158.23	\$ 1,281.20	
July	3234.92	\$ 5.00	\$ 12,818.70	\$ 2,723.44	\$ 618.50	\$ 16,160.64	\$ 4.20	\$ 4.46	\$ 349.19	\$ 14,785.02	\$ 1,375.62	
August						\$ -		\$ -	\$ -	\$ -	\$ -	
September						\$ -		\$ -	\$ -	\$ -	\$ -	
October						\$ -		\$ -	\$ -	\$ -	\$ -	
November						\$ -		\$ -	\$ -	\$ -	\$ -	
TOTAL	12011.23		\$ 48,158.75	\$ 7,244.25	\$ 4,595.29	\$ 59,998.29			\$ 1,455.67	\$ 54,824.02	\$ 5,174.27	

\$30 Monthly Fee included in Arrow Fee Above

JET A COST OF SALES REPORT 2024-2025

MONTH	GALLONS SOLD	AVE. PRICE PER GAL.	SALES AMOUNT			TOTAL SALES	COST PER GAL	WITH TAX	ARROW FEE	TOTAL COST	NET PROFIT OR LOSS
			CREDIT CD	CHARGE	CASH						
December	27.03	\$ 4.89	\$ 83.28	\$ 48.90	-	\$ 132.18	\$ 2.83	\$ 3.01	\$ 2.15	\$ 83.42	\$ 48.76
January	219.33	\$ 4.89	\$ 1,012.42	\$ 59.48	-	\$ 1,071.90	\$ 2.83	\$ 3.01	\$ 22.78	\$ 682.28	\$ 389.62
February	14.26	\$ 4.89	\$ 69.74	\$ -	-	\$ 69.74	\$ 2.83	\$ 3.01	\$ 1.75	\$ 44.63	\$ 25.11
March	0.00	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
April	0.00	\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May	30.67	\$ 4.89	\$ 149.98	\$ -	-	\$ 149.98	\$ 2.83	\$ 3.01	\$ 3.88	\$ 96.11	\$ 53.87
June	101.95	\$ 4.89	\$ 498.53	\$ -	-	\$ 498.53	\$ 2.83	\$ 3.01	\$ 12.61	\$ 319.16	\$ 179.37
July	75.55	\$ 4.89	\$ 369.44	\$ -	-	\$ 369.44	\$ 2.72	\$ 2.89	\$ 9.20	\$ 227.54	\$ 141.90
August		\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
September		\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
October		\$ -	\$ -	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
November		\$ -	0	\$ -	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL	468.79		\$ 2,183.39	\$ 108.38	\$ -	\$ 2,291.77			\$ 52.37	\$ 1,453.14	\$ 838.63

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION
SHELBYVILLE, IL.

REGULAR MEETING AGENDA

Meeting to be held at the Shelby County Airport
August 11, 2025
7:00 PM

- I. Call Meeting to Order**
- II. Guest Speaker (If Scheduled)**
 - 1 Jim Schwerman to present Farm Report**
 - 2**
- III. Approval of Minutes**
- IV. Approval of Treasurer's Report**
- V. Approval of Bills Presented**
- VI. Airport Manager's Report**
- VII. Old Business**
 - 2 Continue Discussion on Fence**
 - 3**
- VIII. New Business**
 - 1 Discuss Purchasing New Printer for Monthly Reports**
 - 2**
 - 3**
- IX. Adjournment**

FILED
JUL 28 2025

Illinois Environmental Protection Agency

Jessie Fox

SHELBY COUNTY CLERK

Public Notice

Proposed Renewal of the Clean Air Act Permit Program Permit

Shelby County Energy Center, LLC in Neoga

Shelby County Energy Center, LLC, has requested that the Illinois Environmental Protection Agency (Illinois EPA) renew the Clean Air Act Permit Program (CAAPP) permit regulating air emissions from its facility located at 3575 E 400 North Road in Neoga, Illinois. Shelby County Energy Center, LLC operates combustion turbines for the purpose of generating electricity in addition to natural gas fired preheaters.

Based on its review of the permit application, the Illinois EPA has made a preliminary determination that the permit application meets the standards for issuance and has prepared a draft permit for public review.

The Illinois EPA is accepting comments on the draft permit. Submit comments by 11:59 PM on August 25, 2025. If sufficient interest is expressed in the draft permit, a hearing or other informational meeting may be held. Requests for information, comments, and questions should be directed to Sarah Brubaker, Office of Community Relations, Illinois Environmental Protection Agency, 2520 West Iles Avenue, P.O. Box 19276, Springfield, Illinois 62794-9276, phone (217) 786-0790, TDD phone number (866) 273-5488, sarah.brubaker@illinois.gov.

The repository for the draft permit and associated documents is available at the Illinois EPA office at 2125 South First Street in Champaign, (217) 278-5800 and 2520 West Iles Avenue in Springfield, (217) 786-0790 (please call ahead to assure that someone will be available to assist you). Copies of the draft permit, Statement of Basis and this Public Notice are also available at <http://bit.ly/3ZGEy5c>. Copies of the documents will be made available upon request.

The CAAPP is Illinois' operating permit program for major sources of emissions, as required by Title V of the Clean Air Act (Act). The conditions of CAAPP permits are enforceable by the public, as well as by the U.S. EPA and Illinois EPA. In addition to implementing Title V of the Act, CAAPP permits may contain "Title I Conditions," i.e., conditions established under the permit programs for new and modified emission units, pursuant to Title I of the Act. The permit contains no T1 conditions that are being newly established or revised by this permitting action.

The beginning of this public comment period also serves as the beginning date of the

U.S. EPA 45-day review period provided the U.S. EPA does not seek a separate proposed period.

County Clerk
Jessica Fox
301 E Main Street
Shelbyville IL 62565

Chairman Mayhall and County Board,

I am writing about the Ambulance Subsidy Tax that was collected on our Property Taxes. The Windsor Area Ambulance Service has not received any payments from this since November of 2022. It is my understanding there was a freeze put on this.

The voters of Shelby County passed a Referendum for this tax several years ago when Kathy Lantz was County Clerk. This tax was collected for 2022 with the Property Taxes we paid in 2023 but has not been distributed. I believe as a voter that this money that was collected should have been distributed for the purpose it was collected for.

When our Ambulance Service was formed in 1975 we were set up to cover Richland Township, Ash Grove Township, Windsor Township (all in Shelby County) and Whitley Township. In 2024 we not only covered all of our territory but we did 32 runs for Shelbyville and at the end of April 2025 we had already done 15 runs for Shelbyville. I am sure that the other Ambulance Service in Shelby County are also helping cover Shelbyville.

I sent a letter when Mr. Orman was Chairman and I received a response back from Mr. Ross, telling me that there was a freeze on this tax and they did not know what they were going to do with this. He said that this would show up on my 2023 taxes payable in 2024 but there would not be a charge, I was charged a penny. I know this is not much and I had no problem paying this, but if everyone in Shelby County got charged a penny that would amount up to a few dollars. Mr. Ross also said that they may refund this money back to the Tax Payers, do you know how much time and money that would cost to do this?

If you are not going to distribute this money to the Ambulance Services, then what are you going to do with it? I believe this money was collected under false pretense.

Thank you for your consideration in this matter.

Linda Voris

Windsor, IL 61957

FILED
AUG 11 2025
Jessie Cox
SHELBY COUNTY CLERK

COUNTY CLERK RECORDER REPORT
FOR PERIOD OF
JULY 2025

COUNTY FUNDS

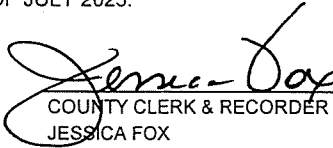
RECORDING FUNDS ON HAND balance from last month	\$44,760.25
RECORDING	\$21,489.50
IL REAL ESTATE TRANSFER TAX	\$10,629.00
COUNTY REAL ESTATE TRANSFER TAX	\$5,314.50
VITAL CERTIFIED COPIES	\$2,096.00
XEROX COPIES	\$643.00
MARRIAGE LICENSE	\$980.00
DOMESTIC VIOLENCE FUND 14 JULY marriage licenses @ \$5.00 EA	\$70.00
TAX REDEMPTION	\$1,600.00
MISCELLANEOUS	\$100.00
CHARGE/LAREDO PAYMENTS	\$2,998.20
7/21/25 entry error by M. Ferris, corrected on 8/7/25	-\$1.00
TOTAL RECIEPTS	\$45,919.20
RECEIPTS PLUS BEGINNING BALANCE	\$90,679.45
TRANSFERRED TO General, Recording and GIS Funds	\$29,226.75
RHSP TO STATE	\$4,374.00
IL TRANSFER TAX PAYMENT for previous month	\$11,413.00
IDPH May & June DEATH CERTS 70 @ \$4 EA	\$280.00
DOMESTIC VIOLENCE FUND 20 June MARR. LIC. @ \$5 EA	\$100.00
Refund of RHSP fees	\$126.00
TOTAL PAYMENTS	\$45,519.75
ENDING BALANCE for Funds on Hand July 31, 2025	\$45,159.70
TOTAL	\$90,679.45

FUNDS ON HAND

BANK CHECKING ACCT July 31, 2025	\$44,143.20
CASH ON HAND July 31, 2025	\$1,016.50
TOTAL ending balance	\$45,159.70

I, JESSICA FOX, COUNTY CLERK & RECORDER, DO HEREBY CERTIFY THAT THIS IS A TRUE REPORT OF THE MONIES RECEIVED AND TRANSACTIONS OF THE OFFICE OF SHELBY COUNTY CLERK & RECORDER FOR THE PERIOD OF JULY 2025.

DATED: August 7, 2025


COUNTY CLERK & RECORDER
JESSICA FOX

GIS

289	doc @	\$1.00	\$289.00	Recording Fund ck #3733
289	doc @	\$17.00	\$4,913.00	GIS Fund ck #3734

EARNINGS

289	doc @	\$18.00	\$5,202.00	Recording Fund ck #3735
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FEES

BALANCE OF FEES	\$13,986.20	General Fund ck #3736
IL TRANSFER TAX	\$10,629.00	ACH pmt \$11,179.00 due to eRecordings
CO TRANSFER TAX	\$5,314.50	General Fund ck #3737
doc @	\$18.00	\$4,572.00 RHSP ACH pmt
doc @	\$0.50	\$127.00 General Fund ck #3738
doc @	\$0.50	<u>\$127.00</u> County Clerk
		\$45,159.70

JULY DEATH CERTS 17 @ \$4 = \$68.00

Prepared by Angie Brich Date 8-7-25

FILED
AUG 07 2025


SHELBY COUNTY CLERK