

October 6, 2020

SHELBY COUNTY BOARD MEETING AGENDA

October 14, 2020 – 9:00 A. M.
Lion's Club building in Forest Park Shelbyville

1. Call to Order- Prayer - Pledge of Allegiance
2. Roll Call
3. Approval of Minutes
4. Public Body Comment
5. Bruce Cannon, Chairman – Request approval of contract with John Vander Burgh with 20/20 Forensics to perform a payroll audit at the Shelby County Sheriff's office from January 2015 – July 2020
6. Frank Mulholland, Fee/Salaries Chair – Approval to hire William Schmitz for Zoning/EMA
7. Gina Vonderheide, State's Attorney – Approval of FOP contract for 9/1/2018-8/31/2021
8. Bruce Cannon, Chairman – Request approval to refund the County liquor license fee of \$600 to Casey's in Moweaqua due to annexation to the Village
9. Erica Firnhaber, Treasurer –Review of expense/ revenue report
10. Erica Firnhaber, Treasurer (as payroll dept) – Request for review and discussion on the payroll wavier submitted by Shelby County Sheriff's Department employees
11. Bruce Cannon, Chairman – Request approval of FY 2020-2021 tax levy
12. County Highway Engineer Alan Spesard – Highway Engineer's Report – Request approval to award salt storage shed's arch style fabric covered roof and steel framing system
13. Committee Reports
14. Chairman Updates
15. Chairman Appointments - EIEDA – Terry Metzger
16. Correspondence
17. Approval of Claims
17. Bruce Cannon, Chairman - Closed Session pursuant to 5 ILCS 120/2 (C) (11) Pending Litigation
18. Adjournment

Please silence cell phones during the Board meeting.

Prayer this morning given by Board member Earl Baker

SHELBY COUNTY BOARD MEETING

October 14, 2020— 9:00 A.M.

The Shelby County Board met on Wednesday, October 14, 2020, at 9:00 A.M. at the Lion's Club Building in Forest Park in Shelbyville, Illinois.

Chairman Bruce Cannon called the meeting to order. Board member Earl Baker gave the prayer, and all present recited the Pledge of Allegiance.

County Clerk Jessica Fox called the roll. Coffman and Durbin were absent.

Minutes for the September 9, 2020 board meeting were presented for approval. Mulholland made motion to approve the minutes as presented. Barr seconded said motion, which passed by voice vote (19 yes, 0 no).

At this time, Chairman Cannon called for Public Body Comment. Cannon stated he had some requests from other board members who requested the change to the beginning of the meeting, instead of the end. Discussion was held briefly from the board regarding this change. Martha Firnhaber spoke regarding the 2 contract items about the FOP and the 20/20 Forensic contracts. Firnhaber questioned how the board could vote on something they had not reviewed. Concerns from members of the audience were the board's continued practice of doing things "as they have always been done." Pat Lines spoke on concerns regarding the State's Attorney and her failure to provide legal counsel to the board and the change in PBC to the beginning of the agenda. John Kraft from the ECWD spoke on the Airport, the recent documentation he had received about the exemption status north of the runway and suggested following up regarding the rest of the exemption documents for the other exempt parcels. Kirk Allen of the ECWD addressed the board regarding the Zoning/EMA ad and its cost of \$1,039, the bonus for the Health Administrator without established criteria, the point of contact for the forensic audit, questioned if the FOP contract would be tabled due to the board not being aware of those changes and the fact the SA has recused herself from these negotiations. Allen made the board aware that Vonderheide has signed an affidavit created for her by Ed Flynn who is suing the county. Discussion was held about the county farm and the suggestion was made by Kirk Allen that in the future the county should think about giving the farm ground to the airport as they have different rules regarding county owned farm ground.

Chairman Cannon presented for approval the contract with 20/20 Forensics and John Vander Burgh. Vander Burgh stated he felt it would take 6 – 8 weeks to complete this forensic audit. After much discussion regarding the point of contact, the motion was made by Orman to make the County Clerk, the Treasurer, the new board chairperson, and the new SA as the points of contract for this audit. Slifer seconded the motion to approve the points of contact.

The points of contact for the forensic audit passed by roll call vote (18 yes, 1 no Barr) Aye: Baker, Bennett, Chaney, Ditzler, Drnjevic, Gergeni, Hayden, Jordan, Lenz, Metzger, Mulholland, Orman, Patterson, Simpson, Slifer, Swits, Tate and Williams. Nay – Barr. Not voting: Cannon.

Next the contract, as amended with points of contact, was presented for approval. The contract with John Vander Burgh and 20/20 forensics was passed by a roll call vote (17 yes, 2 nays, Orman and Slifer). Aye: Baker, Barr, Bennett, Chaney, Ditzler, Drnjevic, Gergeni, Hayden, Jordan, Lenz, Metzger, Mulholland, Patterson, Simpson, Swits, Tate and Williams. Nay: Orman and Slifer. Not Voting: Cannon.

At this time, Frank Mulholland, Fees/Salaries Chairman introduced William Schmitz who had recently been interviewed for the Zoning/EMA position. Mr. Schmitz was offered \$47,000 for both positions and the EMA grant will offset ½ of this expense. Schmitz is retired from the IDOC and does not need benefits. Mulholland stated his references were checked and the committee feels he is qualified for the job and made motion to approve Schmitz's hiring. Bennett seconded said motion.

Discussion was held. Gergeni questioned why this ad had not been posted at the local job center. Another candidate who seemed qualified, as he currently serves as an EMA director in another county, had not been given an interview due to his resume not being received. The board at no time had discussed anything about a specific job description or drawn up a contract for the hiring of someone. Schmitz stated he didn't have a bachelor's degree, but the ad that ran in both the Decatur Herald and the Mattoon Journal Gazette stated a Bachelor's degree was preferred which might have kept people without a degree from applying.

Orman made motion to table the hiring of this position at this time. Baker seconded said motion. Due to a motion and second already the vote was called.

The motion to hire William Schmitz as Zoning/EMA Director failed by roll call vote (3 yes, 16 no). Aye: Barr, Lenz, and Mulholland. Nay: Baker, Bennett, Chaney, Ditzler, Drnjevic, Gergeni, Hayden, Jordan, Metzger, Orman, Patterson, Simpson, Slifer, Swits, Tate and Williams. Not voting: Cannon.

The FOP contract item was tabled due to State's Attorney Vonderheide being absent due to a jury trial and the board not having the information for review ahead of time.

Chairman Cannon, as liquor commissioner, requested the refund of \$600 to Casey's General Store (Moweaqua) for their liquor license which would run from 9/1/2020 – 8/31/2021. Casey's was required by the county to apply for their liquor license prior to the end of our fiscal year. Shortly after that was approved in August, Casey's was annexed into the Village of Moweaqua and would no longer need the county license. Hayden made motion to approve the refund. Slifer seconded said motion, which passed by voice vote (19 yes, 0 no).

Treasurer Erica Firnhaber presented the revenue/expense and investment reports and reviewed those with the board. The next item Firnhaber discussed was Sheriff's department payroll and a "wavier" the deputies have been submitting requesting to not be paid for time submitted on their payroll sheet. The Department of Labor informed the County the employee should be paid for all time on their time sheet, as later they could come back and want paid for that time. The concern is if the County had a payroll audit and the payroll records did not match the time sheets, the county could be subjected to fees and fines. Discussion on the matter included shift change, vehicle liability and the importance of true and accurate payroll records. Discussion was also briefly held about the various "side agreements" that have been implemented at the Sheriff's office, but never presented for approval to the full county board. Treasurer Firnhaber stated she will continue to pay the time turned in on the time sheet until the board decides otherwise. Chaney recommended that the Law Enforcement Committee, the Sheriff's office, and the Treasurer get together and get a solution worked out.

Chairman Cannon presented the County tax levies for taxes to be paid in 2021. The levy shows a 2.3% increase as approved by the PTELL law and allows for a \$108,250 increase over last year's extension. The Ambulance levy will be increased by \$806 over last year's extension.

Chaney made motion to approve the tax levies. Patterson seconded said motion, which passed by roll call vote (19 yes, 0 no). Aye: Baker, Barr, Bennett, Chaney, Ditzler, Drnjevic, Gergeni, Hayden, Jordan, Lenz, Metzger, Mulholland, Orman, Patterson, Simpson, Slifer, Swits, Tate and Williams. Nay: none. Not Voting: Cannon.

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

Alan Spesard, County Highway Engineer, requested approval for a resolution to award the "hoop" portion of the new salt storage facility to the low bidder EAH Structures with their low bid of \$35,950. This 14-foot-high hoop building will be supported by concrete walls and foundations that will be constructed by the Highway department employees. This building will be 50 feet wide by 84-feet-long with a 30-year life expectancy according to Spesard.

Barr made motion to approve the low bid. Lenz seconded said motion, which passed by voice vote (19 yes, 0 no).

Continuing with updates, Spesard reported he will soon begin meeting with the 24 Township road commissioners for their MFT funds. Due to the Capital bill and an increase in revenue, this process will be a bit more complicated this year. The Clarksburg railroad crossing approach project, which was 100% funded was completed on Sept. 16 and open to traffic. The bridge in Prairie Township was completed on 9/21 and is open to traffic. The Westervelt railroad crossing approach project in Ridge Township was started on 9/14 and has a 40-workday contract. The Cowden-Herrick road improvement has been planned for next year. The Highway department has submitted draft plans to IDOT for review and this project is anticipated to be bid in March of 2021. A QA audit on the County's bridge inspection program was performed by IDOT, which is legally required, was recently completed and our bridge inspection program did very well. Spesard answered questions about winter road maintenance and how the department handles the salting of the roadways during the winter months.

Lenz left the meeting at 11:10 AM.

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

Law Enforcement committee chair Patterson reported Sean McQueen had been hired as the new undersheriff. The Sheriff plans to put bids out to install a fuel barrel at the Highway Department for the use of the Sheriff's office and other county departments. This should result in a significant cost savings in fuel costs.

Rescue Squad committee chair Williams reported the Rescue squad and Dive team will be utilizing the Marathon station in Shelbyville for fuel and diesel purposes, as necessary.

There were no Chairman updates.

Chairman Cannon requested the appointment of Terry Metzger to the Eastern Illinois Economic Development Association. Metzger declined this appointment. Cannon will revisit this at the next meeting.

Bennett made motion to approve the payment of the monthly claims. Swits seconded said motion, which passed by roll call vote (18 yes, 0 no). Aye: Baker, Barr, Bennett, Chaney, Ditzler, Drnjevic, Gergeni, Hayden, Jordan, Metzger, Mulholland, Orman, Patterson, Simpson, Slifer, Swits, Tate and Williams. Nay: none. Not Voting: Cannon.

Bob Jordan announced this would be his last Shelby County Board meeting, as he and his wife are moving. Jordan has served on the board for over 30 years and was given a standing ovation and thanked for his years of service to the county.

At this time, Bennett made motion to enter into Closed Session pursuant to 5 ILCS 120/2 (C) (11), motion seconded by Tate and passed by roll call vote: Aye: Baker, Barr, Bennett, Chaney, Ditzler, Drnjevic, Gergeni, Hayden, Jordan, Metzger, Orman, Patterson, Simpson, Slifer, Swits, Tate and Williams. Nay: none. Not voting: Cannon.


CLOSED SESSION OF THE COUNTY BOARD

Williams made motion to adjourn the closed session and resume the open meeting. Bennett seconded said motion, which passed by roll call vote. Aye: Baker, Barr, Bennett, Chaney, Ditzler, Drnjevic, Durbin, Gergeni, Hayden, Jordan, Orman, Patterson, Simpson, Slifer, Swits, Tate and Williams. Nay: none. Not voting: Cannon.

There was no action taken in closed session.

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

Tate made motion to adjourn until the next regular meeting to be held on November 12, 2020. Baker seconded said motion, which passed by voice vote (16 yes, 0 no) and the meeting was adjourned at 12:06 P.M.


Jessica Fox
Shelby County Clerk and Recorder

STATE OF ILLINOIS

ROLL CALL VOTES IN COUNTY BOARD

SHELBY COUNTY

Oct. 14, 2020

REGULAR MEETING

		ROLL CALL			QUESTIONS							
			10/14/2020	1 / 2020	Amend ON MOTIONS TO Contract		20/20 Forensic ON MOTIONS TO Contract		Michael ON MOTIONS TO hire	Wm (Tony) Lenz Schnitz	FY 20-21 ON MOTIONS TO Tax Levy	
COUNTY BOARD MEMBERS		MILEAGE	A.M.	P.M.	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY
	BAKER, EARL	50	✓		1		1			1	1	
110	BARR, KENNETH	50	✓			1	2		1		2	
117	BENNETT, BARBARA	40	✓		2		3			2	3	
45	CANNON, BRUCE	26	✓		—		—			—		
	CHANEY, LAVONNE		✓		3		4			3	4	
510	COFFMAN, BRYON	48	A		A		A			A		
	DITZLER, CANDI		✓		4		5			4	5	
500	DRNJEVIC, DENNIS	22	✓		5		6			5	6	
214	DURBIN, JESSE	12	A		A		A			A		
105	GERGENI, GARY	26	✓		6		7			6	7	
177	HAYDEN, RICHARD	44	✓		7		8			7	8	
193	JORDAN, ROBERT N.	31	✓		8		9			8	9	
206	LENZ, LARRY	26	✓		9		10		2		10	
511	METZGER, TERRY		✓		10		11			9	11	
7	MULHOLLAND, FRANK		✓		11		12		3		12	
	ORMAN, ROBERT	34	✓		12			1		10	13	
	PATTERSON, GARY		✓		13		13			11	14	
274	SIMPSON, ROBERT	32	✓		14		14			12	15	
	SLIFER, JEFF	32	✓		15			2		13	16	
	SWITS, DAVID	34	✓		16		16			14	17	
	TATE, DON	40	✓		17		16			15	18	
	WILLIAMS, LYNN		✓		18		17			16	19	

STATE OF ILLINOIS

ROLL CALL VOTES IN COUNTY BOARD

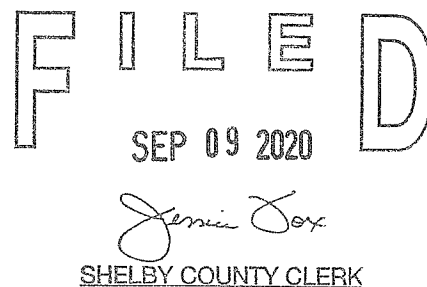
SHELBY COUNTY

REGULAR MEETING

		ROLL CALL			QUESTIONS							
			<i>Approved 4/1/2020 at 6:11pm</i>	1/2020	<i>Enter ON MOTIONS TO Closed Session</i>		<i>Enter Open ON MOTIONS TO Session</i>		ON MOTIONS TO		ON MOTIONS TO	
COUNTY BOARD MEMBERS		MILEAGE	A.M.	P.M.	AYE	NAY	AYE	NAY	AYE	NAY	AYE	NAY
	BAKER, EARL	50	1		1		1					
110	BARR, KENNETH	50	2		2		2					
117	BENNETT, BARBARA	40	3		3		3					
45	CANNON, BRUCE	26			-		-					
	CHANEY, LAVONNE		4		4		4					
510	COFFMAN, BRYON	48			A		A					
	DITZLER, CANDI		5				5					
500	DRNJEVIC, DENNIS	22	6		6		6					
214	DURBIN, JESSE	12			A		A					
105	GERGENI, GARY	26	7		7		7					
177	HAYDEN, RICHARD	44	8		8		8					
193	JORDAN, ROBERT N.	31	9		9		9					
206	LENZ, LARRY	26			A		A					
511	METZGER, TERRY		10		10		10					
7	MULHOLLAND, FRANK		11		11		11					
	ORMAN, ROBERT	34	12		12		12					
	PATTERSON, GARY		13		13		13					
274	SIMPSON, ROBERT	32	14		14		14					
	SLIFER, JEFF	32	15		15		15					
	SWITS, DAVID	34	16		16		16					
	TATE, DON	40	17		17		17					
	WILLIAMS, LYNN		18		18		18					

August 24, 2020

20/20
**FORENSIC
ACCOUNTING**



Shelby County IL Board of Directors
C/o Chairman Bruce Cannon
301 E Main St
Shelbyville, IL 62565

Re: Shelby County Sherriff department payroll investigation

Dear Shelby County IL Board of Directors:

Thank you for selecting 2020 Forensic Accounting to assist you in the above-captioned matter. We are writing to you to confirm the terms of our engagement. This Engagement Letter and the enclosed Standard Terms and Conditions, which are integral parts of the whole (collectively, the "Agreement"), constitute an Agreement documenting the understanding between Shelby County IL Board of Directors and 2020 Forensic Accounting for certain litigation support services, reports and other deliverables defined below (the "Services"). It is understood and agreed that the Services may include advice and recommendations, but all decisions in connection with the use of such advice and recommendations shall be the responsibility of, and made by the Shelby County IL Board. However, this is not to be construed that the Shelby County IL Board may selectively use parts of our work product and omit other parts.

Nature, Purpose, and Objective

We will consult with you in areas where you require our assistance. At your request, we will provide a written report covering our procedures, findings and opinions. In addition, at your request, we may supply expert testimony at deposition, trial or other hearings. The following describe(s) the Services that we currently expect to provide in reference to the Sherriff's department from January 2015 through July 2020:

1. Review any collective bargaining agreement and any modifications since adoption.
2. Review and analyze time worked by staff within the Sherriff's department.
3. Review and analyze payroll calculations.
4. Review and analyze payroll related forms.
5. Quantify the amount of any overpayments or underpayments of salaries and wages to employees.
6. Review any additional forms of compensation or reimbursement.
7. Review records for compliance with established policies and procedures.

Documentation:

Our report may be used in the above matter and, as such, will provide any information we identify as being compatible with that objective. The Services to be provided by us are intended for use only in connection with the above-captioned matter and by authorized users related to this matter. Our report, including summaries, schedules, and working papers of any kind generated in connection with our

Services, shall not be published, used, or disseminated, in whole or in part, for any other purpose without the prior express written consent of 2020 Forensic Accounting. We will not assume any responsibility or liability for losses suffered by any parties as a result of the circulation, publication, reproduction or use of this report contrary to the provision of this paragraph. You agree that possession of the working papers or other written documentation regarding the engagement does not carry with it the right of publication of all or part of it, nor may it be used or relied upon without previous written consent for any purpose other than that set forth above.

Delivery and Timing

Our ability to deliver a report is dependent upon our timely receipt of the required information. We will use reasonable efforts to meet any reasonable deadlines, but we do not provide assurance on the ability to meet deadlines. To facilitate our efforts, we request that you keep us timely informed and coordinate our schedules for important dates. We expect to complete this engagement within 6 months after receipt of all requested information.

Fees

In situations of this nature, it is usually not possible to provide an accurate estimate of the total time or fees required to complete the tasks assigned. The ultimate fees depend on a variety of factors including, but not limited to, the extent and nature of the documents and information provided and positions taken by the parties, the adequacy and condition of the records, the developments that may occur as work progresses, the extent of the cooperation obtained from you and others, and various other related factors. It is our intention to work closely with you to structure our work so the appropriate personnel from our staff are assigned to the various tasks in order to keep fees at a minimum. Our fees will be based on our standard hourly rates, which currently range between \$100 and \$150 plus reasonable travel and other out-of-pocket costs incurred in providing professional Services and any applicable taxes. Our hourly rates are subject to change from time to time due to changing market conditions, and you will be responsible for our fees at the increased rates when our rates change. Based upon the information that you have provided; we anticipate that the fees for the performance of the Services will not exceed \$45,000. This fee assumes that all information will be provided to us completely and expeditiously and that no unusual or unanticipated circumstances arise in our engagement. If either of these assumptions proves to be inaccurate, we will apprise you of this fact. If unusual or unanticipated circumstances require us to expand the scope of our engagement, we will discuss this with you before beginning the additional work. For purposes of this Agreement, it is assumed that expanding the scope of our engagement will alter our anticipated fees. It is customary in matters of this nature to receive an advance payment against future billings; therefore, prior to our commencing Services relating to this engagement, we require an advance payment of \$5,000. An invoice for the advance payment is enclosed. Once the advance payment provided to us has been depleted, we will notify you to replenish such advance payment. If the advance payment is not replenished, we may suspend providing further Services until you provide an advance payment acceptable to us or until we are satisfied with alternative arrangements. Billing Engagement fees and expenses will generally be submitted monthly or periodically and are due on receipt without regard to the status or outcome of the investigation. Due to the nature of this assignment, you agree that invoices need only contain general time descriptions in blocks of daily

or weekly increments. Invoices will be directed to your attention. In the event that you disagree with or question any amount due under an invoice, you agree that you shall communicate such disagreement or questions to 2020 Forensic Accounting in writing, within thirty (30) days of the invoice date. You waive the right to do so if such disagreement or questions are not communicated to 2020 Forensic Accounting in writing within that time period. We reserve the right to charge interest on the unpaid balance that remains unpaid for more than 30 days after issuance of the invoice(s) at the rate of 1% per month. Time and expense incurred related to the collection of our invoices will be billed at our standard hourly rates. You agree that you will be responsible for all costs related to fee collection, which may include litigation and collection service fees. Collection Arrangements It is understood that in the event invoices are not paid timely for Services rendered as requested by this Engagement Letter, 2020 Forensic Accounting shall have the right to halt or terminate entirely its Services under the Agreement until payment is received on past due invoices. You acknowledge and agree that in the event that we stop work or withdraw from this engagement as a result of the failure to pay on a timely basis for Services rendered as required by this Engagement Letter, we shall not be liable for any damages that occur as a result of our ceasing to render Services. To safeguard against any assertion or allegation that our work may, in some way, be influenced by or contingent upon the outcome of this litigation, we require full payment of all fees and expenses prior to issuance of our report and opinion and prior to depositions, arbitration, or trial testimony, unless alternative arrangements have been agreed to in writing. We reserve the right to withhold written analysis and conclusions and oral testimony until full payment for our Services has been rendered. Our fees, should they exceed the payments received, remain your responsibility. You acknowledge your responsibility for the full amount of billed fees and costs.

Testimony

We understand that we may be requested to provide testimony as part of this engagement at deposition, trial, or other hearings, if requested. Such testimony is expected to be provided by John Vander Burgh.

Challenges to the Admissibility of Expert's Opinion

Because of the adversarial nature of any dispute, it is common that parties in litigation challenge the admissibility of an expert's opinion. You hereby acknowledge that 2020 Forensic Accounting is being retained because its professionals satisfy the necessary requirements of knowledge, skill, experience, training, or education. You acknowledge that the opinions rendered by John Vander Burgh are our good faith opinions supported by a reasonable amount of research and analysis, but it is only the unbiased judgment of John Vander Burgh. Failure of our opinion to be accepted for any reason by any party, person, or government entity shall not: 1. constitute a breach of any of 2020 Forensic Accounting's duties under this agreement; 2. constitute negligence of any kind on the part of John Vander Burgh or 2020 Forensic Accounting; 3. give rise to any cause of action by the Shelby County IL Board; and 4. relieve the Shelby County IL Board of any duties. You agree to review prior to the release of our report or opinion and the rendering of any expert testimony that the anticipated report or testimony has the appropriate basis in fact and such testimony is both relevant and reliable. After your review, if you disagree with this assessment, you agree to notify us immediately, in writing, about the specifics of your disagreement.


Acceptance

We greatly appreciate the opportunity to provide our professional Services. We look forward to working with you in this matter. We believe this Engagement Letter and the attached Standard Terms and Conditions accurately summarizes the significant terms of our engagement. You acknowledge having read this agreement in its entirety, have had full opportunity to consider its terms, have had full and satisfactory explanation of same, and fully understand and agree to be bound by the terms of this agreement. Please indicate your understanding and acceptance by executing this agreement in the space provided below and return it to our offices with \$5,000 retainer, indicating your authorization for us to proceed on the above terms and conditions. This offer for engagement will expire if not accepted within 30 days.

Sincerely,

2020 Forensic Accounting

This letter corresponds with the understanding of Shelby County IL Board.

Signature: 

Title: Chairman Shelby County Board

Date: 9/10/2020

Standard Terms and Conditions

These Standard Terms and Conditions apply to the Agreement for the Services to be provided by 2020 Forensic Accounting on behalf of Shelby County IL Board and are agreed to and acknowledged by the Chairman of the Shelby County IL Board (Mr. Bruce Cannon). In the event that there is a conflict between the Engagement Letter and these Standard Terms and Conditions, the terms of the Engagement Letter shall prevail. Any capitalized terms herein that are undefined shall have the meaning assigned to them elsewhere in the Agreement.

These Terms and Conditions that expressly or by implication are intended to survive the termination or expiration of this engagement shall survive and continue to bind all parties to the Agreement.

Standards of Performance

1. Our work will be prepared in accordance with the standards promulgated by the AICPA. All staff associated with our work are subject to the AICPA Code of Professional Conduct. "Principles of Professional Conduct", covers the following principles:
 1. Responsibilities
 2. Public Interest
 3. Integrity
 4. Objectivity and Independence
 5. Due Care

6. Scope and Nature of Services

"The General Standards Rule" covers the following standards:

1. Professional Competence
2. Due Professional Care
3. Planning and Supervision
4. Sufficient Relevant Data

The AICPA has determined that the above-described Services are subject to Statement on Standards for Forensic Services (SSFS) No. 1. As part of our compliance with SSFS No. 1, this Engagement Letter is designed to establish with you a written or oral understanding about the responsibilities of the parties and the nature, scope, and limitations of services to be performed, and to modify the understanding if circumstances require a significant change during the engagement. In addition, we intend to inform you of (a) conflicts of interest that may occur, (b) significant reservations concerning the scope or benefits of the engagement, and (c) significant engagement findings or events. By signing this Agreement, you agree that our communications to you will discharge our client communication responsibilities as described in SSFS No. 1.

2. Scope Limitations

2020 Forensic Accounting shall be obligated only for the Services described in this Agreement and only for changes in such scope that are set forth in writing and duly executed by the parties hereto. Further, our obligation shall not extend to any subsequent periods for which we are not engaged. It is our intention to submit all reports, communications, and work product to Bruce Cannon as Chairman of the Shelby County IL Board unless a lawful court process directs us to do otherwise. Our professional standards prohibit us from providing opinions on the ultimate conclusion of fraud and leave that determination to a trier of fact. You agree that you will not ask us to provide ultimate conclusions of fraud. However, we may provide expert opinions relating to whether evidence is consistent with certain elements of fraud or other laws based on objective evaluation.

3. Conflicts of Interest

We have undertaken a reasonable review of our records to determine our professional relationships with the persons or entities you identified in order to comply with the "Conflicts of Interest" interpretation. We are not aware of any professional conflicts of interest of relationships that would, in our sole discretion, preclude us from performing the above work for you. We have been engaged from time to time by other law firms, both locally and nationally, and it is possible that we are or may become engaged by firms representing clients adverse to your client in this matter. We are not restricted from working on other, unrelated engagements involving the parties and law firms involved in this matter; however, all confidential information gained in this matter will be kept confidential. We cannot guarantee that, following our employment by you, an engagement will not be accepted by 2020 Forensic Accounting for

another party that may bear on this engagement. In the event that additional relationships or potential conflicts come to our attention, we will notify you within a reasonable time.

4. Successors and Affiliates

This Agreement is a legally binding contract between 2020 Forensic Accounting and you and will be binding upon, and inure to the benefit of, respective heirs, assigns, successors-in-interest, and legal representatives (as applicable). It may not be amended without the prior written consent of both parties.

5. Term

Unless terminated sooner in accordance with the terms set forth below, the Agreement shall terminate on the completion of 2020 Forensic Accounting's Services. We acknowledge your right to terminate our Services at any time, and you acknowledge our right to resign and withdraw from the engagement without liability to 2020 Forensic Accounting under certain circumstances. In the event that either party wishes to terminate this Agreement, they are required to advise the other party in writing not less than ten (10) calendar days before the effective date of termination. In either event, if this contract would become terminated, no further hours would be charged as of the effective date of termination, and all fees, billed and any time unbilled incurred to the date of resignation and withdrawal, would become due and payable.

The following circumstances will give us the option to resign and withdraw from the engagement:

1. Failure by you to allow a reasonable amount of time for the agreed-upon assignment to be completed
2. Failure by you to comply with the terms of the Agreement
3. Failure by you to meet the financial obligations delineated in this Agreement
4. Failure by you to timely provide complete documents and information
5. Encountering lack of cooperation
6. Additional facts become known to us that contradict the facts disclosed to us as of the date of the Agreement
7. A conflict of interest arises or becomes known to us that, in our judgment, would impair our ability to perform our Services with objectivity and lack of bias
8. Information becomes known to us that would make our continued involvement in the engagement inappropriate
9. Determination that continuing or completing the engagement will involve a breach of our ethical or professional standards
10. Evidence that we can no longer rely on the integrity of Shelby County IL Board
11. Material disagreement of opinion between you and 2020 Forensic Accounting
12. Material disagreement between you and 2020 Forensic Accounting over the conduct of your case

6. Ownership

All documents, materials, or information of any kind created by 2020 Forensic Accounting in connection with this engagement, including, without limitation, any written reports, memoranda, working papers, or status summaries, are work product (collectively, "Work Product"). All Work Product shall be owned and maintained by us. We acknowledge that our Work Product shall not include any of Shelby County IL Board's Confidential Information or tangible or intangible property, and we shall have no ownership rights of such information. We will retain the documentation in accordance with our document retention policies, which may be amended from time to time. Our current document retention period for litigation support engagements is seven (7) years. Shelby County IL Board authorizes us to destroy all files and documents seven (7) years after completion of our assignment. You will have the opportunity to review your file at any time prior to destruction and retain those documents that are yours and copy any others. It is not our practice to retain working papers, schedules, emails, notes, reports, or data files prepared by us that have been updated or superseded as we perform our engagement; however, it is our practice to retain copies of working papers, schedules, emails, notes, reports or data files provided by you or any third party or submitted by us to you, any third party, or the Court.

7. 2020 Forensic Accounting's Responsibilities, Representations, and Limitations

We have no financial interest or contemplated financial interest in the business or property that is the subject of this engagement, and we have no personal interest or bias with respect to the parties involved. Our compensation is not contingent on an action or event resulting from the analyses or conclusions in, or the use of, this engagement. We, and our agents, will take whatever actions are necessary or appropriate for us to conduct the forensic engagement, but we will keep you informed of our actions and progress throughout this engagement. If for any reason we are unable to complete the forensic engagement, we will not issue a report as a result of the engagement. Our opinions will represent our professional, unbiased opinions based on the data we are able to obtain within a reasonable time, using our best efforts. We will not audit, review, or compile any financial statements, forecasts, or financial data as part of this forensic support engagement. As such, we will not express an opinion or provide any form of assurance on the financial data provided as part of this engagement.

8. Limitation on Damages

2020 Forensic Accounting shall not be liable to Shelby County IL Board for any actions, damages, claims, liabilities, costs, expenses, or losses in any way arising out of, or relating to, the Services performed under the Agreement for an aggregate amount in excess of the fees paid to us for Services rendered by us under the Agreement. In no event shall 2020 Forensic Accounting be liable for consequential, special, indirect, incidental, punitive or exemplary damages, costs, expenses, or losses (including, without limitation, lost profits, taxes, interest, tax penalties, savings or business opportunity costs). The provisions of this paragraph shall apply regardless of the form of action, damage, claim, liability, cost, expense, or loss, whether in contract, statute, tort, or otherwise. In addition, we will have no liability to Shelby County IL

Board, or any third party because of any action taken or omitted by us in good faith relating to our Services.

9. Indemnification

The obligations of 2020 Forensic Accounting are solely obligations of 2020 Forensic Accounting. No officer, owner, director, employee, agent, contractor, shareholder, or controlling person shall be subject to any personal liability whatsoever to any person, nor will any such claim be asserted by or on behalf of any other party to this agreement or any person relying on this report. You must obtain our prior written permission before releasing a copy of our report to anyone other than the intended recipients. If a copy of our report is distributed to any person or entity other than the intended recipients without having first obtained our prior written permission to do so, you hereby agree to indemnify and hold us harmless from and against any and all claims or causes of action for damages or loss against us by any such person or entity as a result of said person's alleged reliance on said report. Except to the extent finally determined to have resulted from our fraudulent behavior or our gross negligence or willful misconduct, our maximum liability for damages incurred by Shelby County IL Board or you, for any reason relating to the Services under this Agreement, including our negligence relating to the Services under this Agreement, shall be limited to the fees paid to us for the Services in connection with our work product giving rise to liability

10. Shelby County IL Board's Responsibilities and Representations

You agree to provide promptly, upon request, all financial and nonfinancial information and documentation reasonably deemed necessary or desirable by us in connection with the engagement in order to complete the engagement objectives as you may outline to us. You agree that the scope of the litigation support engagement will be unrestricted and that you will make available all personnel as we request in order for us to complete the engagement objectives. You acknowledge and agree that 2020 Forensic Accounting may, in performing its obligations pursuant to this Agreement, use data, material, and other information furnished by you without any independent investigation or verification and that we shall be entitled to rely upon the accuracy and completeness of such information in performing the Services under the Agreement. You agree that we are not required to update our analyses and conclusion for events and circumstances occurring after the date of our report.

11. Confidentiality

Consistent with the "Confidential Information Rule", one of the underlying principles of the profession is a duty of confidentiality with respect to Shelby County IL Board information. Confidential information means all documents, software, reports, data, records, forms, and other materials (including, without limitation, Work Product) obtained by us from Shelby County IL Board in the course of performing the Services under the Agreement. All working papers and documentation or other documents used by us during the course of this engagement will be maintained in segregated files. In accordance with the final rules published

by the Federal Trade Commission (commonly referred to as the Gramm-Leach-Bliley Act), the following disclosures are made:

1. In the process of preparing our report or other tasks included in the assignment, we may collect from the Shelby County IL Board, or with the Shelby County IL Board's authorization, certain essential information that is nonpublic, such as information concerning income, expenses, assets, liabilities and other similar information.
2. We will follow professional standards for protecting the confidentiality and security of the nonpublic information collected.
3. We will not discuss any nonpublic information about the Shelby County IL Board to any third party, except as permitted by the Shelby County IL Board or required by law. Any Confidential Information provided to us by Shelby County IL Board will be kept confidential and not disclosed to any third party unless
 - i. permitted disclosures such as providing Confidential Information to our employees, and in limited situations, to unrelated third parties who need to know that Confidential Information to assist us in providing Services to Shelby County IL Board;
 - ii. expressly permitted by Shelby County IL Board in writing; or
 - iii. required by applicable law, regulation, judicial, administrative or governmental order or process, or demand of accounting oversight body or a duly authorized professional peer review committee or unless such third party is designated by Shelby County IL Board.

If we receive a summons, subpoena, or court order to disclose such confidential information, we will provide Shelby County IL Board prompt notice of the summons, subpoena, or court order and shall seek to protect such confidential information from disclosure to the full extent provided under the law. We will cooperate with Shelby County IL Board in response to any summons, subpoena, or court order, but it is agreed that we will be reimbursed for any time and expenses associated with the defense of the confidentiality of Shelby County IL Board's information, or our work product, or both. We will, nevertheless, have no liability to Shelby County IL Board or any third party for information disclosed in, or pursuant to, any ruling, order, or proceeding of any court or other judicial or non-judicial forum or of any regulatory agency or similar instrumentality. We understand that all communications between our personnel regarding this engagement and Shelby County IL personnel, as well as any materials or information developed or received by us pursuant to this Agreement, whether oral or written, may be protected by applicable legal privileges and, therefore, will be treated as confidential. During the course of our engagement, we may communicate Confidential Information or other documents in electronic form during the course of this engagement. Shelby County IL accepts the inherent risks of these forms of communication (including, but not limited to, the security risks of interception of or unauthorized access to such communications, the risks of the unreliability of delivery, the risks of corruption of such communications and the risks of viruses or other harmful devices).

12. Assignment

Neither party may assign, transfer or delegate any of its rights or obligations without the prior written consent of the other party, such consent not to be unreasonably withheld. However, we may use subcontractors to provide Services under the Agreement.

13. Arbitration

The parties agree that any dispute or controversy that arises from or relates to the Agreement that cannot be resolved by the parties shall be resolved in accordance with Attachment A — Dispute Resolution Procedures.

Attachment A

Dispute Resolution Procedures

The following procedures shall be used to resolve any controversy or claim ("dispute"), as provided in our Agreement of August 24, 2020. If any of these provisions are determined to be invalid or unenforceable, the remaining provisions shall remain in effect and binding on the parties to the fullest extent permitted by law.

Mediation

Any controversy or claim arising out of or relating to this Agreement, the Services provided by 2020 Forensic Accounting pursuant hereto (including any such matter involving any parent, subsidiary, affiliate, successor in interest, or agent of 2020 Forensic Accounting) or related fees shall first be submitted to voluntary mediation. The submission shall be made by written notice to the other party or parties. A mediator will be selected by agreement of the parties, or if the parties cannot agree, a mediator shall be designated by the American Arbitration Association ("AAA") at the request of a party. Any mediator so designated must be acceptable to all parties.

The mediation shall be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with facilitation by the mediator, to reach an amicable resolution of the dispute. The mediation shall be treated as a settlement discussion and, therefore, shall be confidential. The mediator may not testify for either party in any later proceeding relating to the dispute. No recording or transcript shall be made of the mediation proceedings. Each party shall bear its own costs in the mediation. The parties shall share the fees and expenses of the mediator equally.

Bench Trial

In the event that such differences cannot be resolved by mediation, the parties recognize that the matter will probably involve complex business issues that would be decided most equitably by a judge hearing the evidence without a jury. Accordingly, the parties, to the extent permitted by law, each knowingly, voluntarily, and intentionally waive the right to a trial by jury in any action arising out of or relating to this Agreement or the Services to be performed by 2020 Forensic Accounting pursuant hereto. This waiver applies to any legal action or proceeding whether sounding in contract, tort, negligence, or otherwise. Any legal action or proceeding related to this Agreement or the work performed or to be performed pursuant hereto shall be brought in any appropriate court in the State of Illinois.

Arbitration

If the above jury trial waiver is determined to be prohibited by applicable law OR If a dispute has not been resolved within 90 days after the written notice beginning the mediation process

(or a longer period, if the parties agree to extend the mediation), then the parties agree that the dispute or claim shall be settled by binding arbitration. The parties agree that any dispute or controversy that arises from or relating to this Agreement that cannot be resolved by the parties shall be submitted to binding arbitration in accordance with the applicable rules, regulations, policies, and procedures of the State of Illinois. BY AGREEING TO ARBITRATION, THE PARTIES ACKNOWLEDGE THAT, IN THE EVENT OF A DISPUTE, EACH PARTY IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND, INSTEAD, IS ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.

All disputes in connection with the terms of this Agreement shall be determined by application of Illinois state law. The proceeding shall be governed by the applicable rules, regulations, policies, and procedures of the Commercial Arbitration Rules of the AAA and the Federal Arbitration Act, except that no pre-hearing discovery shall be permitted unless specifically authorized by the arbitrator. Rules are available at www.adr.org or will be provided upon request. This binding arbitration shall take place before a single arbitrator, and judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. The arbitrator will be selected from AAA. Potential arbitrator names will be exchanged within 15 days of the parties' agreement to terminate or waive mediation, and arbitration will thereafter proceed expeditiously. If the parties cannot agree on an arbitrator, an arbitrator shall be designated by the AAA at the request of a party. The award of the arbitration shall be in writing and shall be accompanied by a well-reasoned opinion. The arbitrator shall have no authority to award nonmonetary, equitable relief and will not have the right to award punitive damages. The award issued by the arbitrator may be confirmed in a judgment by any federal or state court of competent jurisdiction. The arbitration proceeding and all information disclosed during the arbitration shall be maintained as confidential, except as may be required for disclosure to professional or regulatory bodies or in a related confidential mediation or arbitration. Each party shall be responsible for their own costs associated with the arbitration, except that the costs of the arbitrator shall be equally divided by the parties. The result of the arbitration shall be final and binding on the parties, and judgment on the arbitration award may be entered in any court having proper jurisdiction.

William Schmitz
711 E 1150 North Road
Pana, IL 62557

Dear sirs or madams:

I'm 55 years old and have been a resident of Shelby County IL for 38 years of my life. I have been married for 34 years and have three children and one grandchild. I graduated from Tower Hill High School in 1983. I enlisted in the United States Air Force in 1986 and served 4 years and received an Honorable discharge in 1990. I then worked for Air Conditioned Roses in Pana from 1990 until 1996. I then entered the Corrections academy in December of 1996. I worked for the Illinois Department of Corrections from December of 1996 to March of 2018. I retired with 25 ½ years of service after purchasing my military time from the state of Illinois. I received two promotions while working for the department, the last being the rank of Lieutenant.

I have experience with working with a diverse group of people. I'm dedicated to any task that I am given or any that needs to be completed. My experience as an Internal Affairs Lieutenant has given me the ability to work without supervision and complete all necessary tasks that need to be done. Also, I have experience as a supervisor and have supervised individuals from all backgrounds.

I am applying for the position of Shelby County Zoning Administrator. I believe I can be an asset to the county in this capacity and will work diligently to provide quality service to the citizens of Shelby County.

Thanks for your consideration.

Sincerely,

William Schmitz

FILED
OCT 02 2020
Jessie Joy
SHELBY COUNTY CLERK

WILLIAM P. SCHMITZ
711 East 1150 North Road
PANA, ILLINOIS 62557

Correctional Lieutenant

(October 2015- March 2018)
retired 2018

Experience: February 2015- March 2018

Internal Affairs Lieutenant.

Duties:

Investigate criminal and administrative charges against inmates and staff of the Taylorville Correctional Facility.
Instruct and supervise correctional employees of a lower rank. Maintain disciplinary, safety, sanitation, and security protocols within the correctional facility.

Training: February 2015

Interview techniques, drug screening, mental health crisis training, administrative directives and procedure training and report writing.

Correctional Food Service Supervisor 1

(February 2015 –Present)
Food Service Sanitation Certificate

Correctional Officer

(December 1996 – February 2015)

Experience: November 1997-October 2008
February 2001-March 2008
October 2002 - November 2009
October 2008 – February 2015

Tactical team member for 11 years
(Numerous commendations letters)
Personal property officer for 7 years
Cycle training trainer for 7 years
Placement Officer (90 day rotations)

Training: July 8-12, 2002
October 21-25, 2002
March 17-21, 2003
April 8, 2003
January 16, 2002
October 29, 2003

Train the trainers
Firearm range instructor training
Human interaction training
Mailroom training
Chemical agents
Hazardous Materials

Awards: July 2004
2007

Employee of the Month
Taylorville Correctional Officer
Of the Year

Air Conditioned Roses

(January 1990- December 1996)

Experience:

Receive, store, inspect, and sales of
Fresh cut flowers.

United States Air Force

(January 1986 - January 1990)

Experience:

Install, operate, maintain, and repair
mobile and stationary oxygen/nitrogen
Plant equipment
Receive, store, inspect, issue, transfer,
test, and transport petroleum fuel, missile
propellant, and other petroleum

Training:

March 1986-April 1986
April 1986-June 1986
September 1989

Fuels Specialist Course-Chanute A.F.B.
Cryogenic Operation Course-Chanute A.F.B.
Non-Commissioned Officer Preparatory
Course (Management)

Awards:

Air Force Achievement Medal
Air Force Good Conduct Medal
Air Force Outstanding Unit Medal
Honorable Discharge at Rank of Sergeant

Shelby County Director of Zoning and Emergency Management Job Posting

Shelby County, located in Shelbyville Illinois, in Central Illinois, is seeking qualified candidates for the position of Director of Zoning and Emergency Management. The primary duties of the position are to organize, develop, administer and coordinate training and operation of county-wide emergency management preparedness plan in Shelby County. Perform resource management operations during a disaster. Manage the County Emergency Operations Center. Work closely with all public safety partners, local government officials, County Board Members and Department Heads to support the community with prevention, protection, mitigation response, and recovery from any given all-hazards incident. Administer and manage the County Zoning Office, including but not limited to approving of various application for zoning compliance. Performing the duties of Secretary of the County Planning Commission and Board of Appeals. Maintain the County zoning regulations and zoning district map.

Bachelor's degree in management, public administration, public safety or community development preferred. Two years of practical experience in Emergency Management or community development required. Illinois Emergency Management Agency Professional Development Series certification (or certification within 12 months of hire). Illinois Emergency Management Agency Illinois Professional Emergency Manager certification (or certification within 12 months of hire). Valid and current Illinois Drivers License and good driving record.

Compensation negotiable with benefits package.

Interested candidates may submit their resume and cover letter by email to bcannon@shelbycounty-il.com and framul1945@hotmail.com with the subject "EMA/Zoning Director" or mail to:

Bruce Cannon, Chairman
301 E Main St
Shelbyville, IL 62565

Frank Mulholland, Vice-Chair
301 E Main St
Shelbyville, IL 62565

Resumes and cover letters must be received by 10/1/2020.

ד

General Fund	September	October	November	December	January	February	March	April	May	June	July	August
Beginning Balance	\$2,619,477.42	\$2,445,173.36	\$3,013,355.22	\$2,887,161.24	\$2,583,412.86	\$2,389,186.28	\$2,332,869.66	\$2,159,315.02	\$2,129,657.17	\$1,890,659.16	\$1,712,257.10	\$2,758,762.
-Payroll Liability	\$58,981.57	\$54,311.82	\$55,321.10	\$78,651.02	\$54,403.19	\$46,341.99	\$67,335.41	\$67,855.50	\$63,324.57	\$85,524.45	\$65,164.46	\$64,836.
+Revenue	\$204,432.75	\$895,204.71	\$296,788.68	\$291,226.54	\$239,725.05	\$243,803.02	\$225,444.77	\$306,034.80	\$251,227.84	\$204,173.48	\$1,390,450.08	\$329,310.
-Expense	\$374,067.06	\$328,032.13	\$446,312.58	\$570,727.14	\$425,890.43	\$321,106.38	\$399,519.50	\$331,161.72	\$512,425.73	\$362,215.55	\$343,616.45	\$401,889.
+Payroll Liability	\$54,311.82	\$55,321.10	\$78,651.02	\$54,403.19	\$46,341.99	\$67,335.41	\$67,855.50	\$63,324.57	\$85,524.45	\$65,164.46	\$64,836.64	\$65,165.
Ending Balance	\$2,445,173.36	\$3,013,355.22	\$2,887,161.24	\$2,583,412.81	\$2,389,186.28	\$2,332,869.66	\$2,159,315.02	\$2,129,657.17	\$1,890,659.16	\$1,712,257.10	\$2,758,762.91	\$2,686,512.
-Restricted Funds	\$737,088.97	\$736,998.03	\$732,074.59	\$554,466.67	\$551,849.15	\$549,350.26	\$547,202.65	\$545,885.46	\$545,188.54	\$545,013.89	\$544,909.92	\$544,946.
Cash Balance	\$1,708,084.39	\$2,276,357.19	\$2,155,086.65	\$2,016,063.49	\$1,837,337.13	\$1,783,519.40	\$1,612,112.37	\$1,583,771.71	\$1,345,470.62	\$1,144,083.27	\$2,213,852.99	\$2,141,565.

Genera

[illegible]

Shelby County Monthly Investment Report

			8/31/2020	9/30/2020
ASSETS				
GENERAL	001-1000-00-000	BU CHECKING	\$8,838.96	\$9,021.56
GENERAL	001-1001-00-000	SC PAYROLL .50% INT	\$30,607.78	\$29,630.57
GENERAL	001-1005-00-000	FF AP CLAIMS .25% INT	\$12,040.05	\$12,436.54
GENERAL	001-1100-00-000	PC TREASURER	\$2,500.00	\$2,500.00
GENERAL	001-1101-00-000	PC PROBATION	\$50.00	\$50.00
GENERAL	001-1300-00-000	BU .75% INT	\$357,348.16	\$362,393.91
GENERAL	001-1302-00-000	FF .50% INT	\$1,317,995.00	\$1,948,978.82
GENERAL	001-1400-00-000	FF CD MATURES 9/6/2020 1.50%	\$614,311.29	\$0.00
GENERAL	001-1999-00-000	DUE TO/FROM GENERAL FUND	\$36,639.88	\$35,212.00
Totals for Fund 001:			\$2,380,331.12	\$2,400,223.40
COUNTY HEALTH	002-1100-00-000	PETTY CASH	\$135.64	\$135.64
COUNTY HEALTH	002-1200-00-000	FF .50% INT	\$164,839.95	\$143,513.20
COUNTY HEALTH	002-1300-00-000	FF .50% INT	\$30,463.42	\$30,472.81
COUNTY HEALTH	002-1999-00-000	DUE TO/FROM GENERAL FUND	\$0.00	\$40.00
Totals for Fund 002:			\$195,439.01	\$174,161.65
ANIMAL CONTROL	003-1300-00-000	SC .50% INT	\$52,012.37	\$52,536.88
ANIMAL CONTROL	003-1400-00-000	SC CD MATURES 1/31/2021 1.55%	\$25,193.22	\$25,193.22
ANIMAL CONTROL	003-1402-00-000	BU CD MATURES 1/31/2021 2.50%	\$41,251.29	\$41,251.29
Totals for Fund 003:			\$118,456.88	\$118,981.39
AMBULANCE	004-1200-00-000	FF .50% INT	\$42,358.48	\$45,321.20
AMBULANCE	004-1400-00-000	FF CD MATURES 10/28/2020 1.60%	\$70,474.13	\$70,474.13
Totals for Fund 004:			\$112,832.61	\$115,795.33
MENTAL HEALTH	005-1300-00-000	SC .50% INT	\$495,891.82	\$512,342.32
MENTAL HEALTH	005-1400-00-000	FF CD MATURES 2/3/2021 .50% INT	\$411,624.83	\$411,624.83
MENTAL HEALTH	005-1402-00-000	SC CD MATURES 1/25/2021 2.33%	\$414,172.03	\$414,172.03
MENTAL HEALTH	005-1403-00-000	SC CD MATURES 1/25/2022 2.53%	\$415,407.76	\$415,407.76
Totals for Fund 005:			\$1,737,096.44	\$1,753,546.94
IMRF	006-1200-00-000	FF .50% INT	\$872,690.38	\$902,945.20
IMRF	006-1999-00-000	DUE TO/FROM GENERAL FUND	(\$36,639.88)	(\$35,180.00)
Totals for Fund 006:			\$836,050.50	\$867,765.20
SOCIAL SECURITY	007-1200-00-000	FF .50% INT	\$194,630.23	\$196,969.10
SOCIAL SECURITY	007-1400-00-000	FF CD MATURES 10/28/2020 1.60%	\$75,507.99	\$75,507.99
Totals for Fund 007:			\$270,138.22	\$272,477.09
INDEMNITY	008-1200-00-000	FF .50% INT	\$9,019.59	\$9,030.96
INDEMNITY	008-1400-00-000	SC CD MATURES 1/28/2021 1.55%	\$120,927.45	\$120,927.45
Totals for Fund 008:			\$129,947.04	\$129,958.41
HEALTH INSURANCE	009-1002-00-000	BU SECTION 105	\$54,975.36	\$21,736.73
HEALTH INSURANCE	009-1203-00-000	BU SHELBY CO GROUP INS .01% INT	\$121,504.74	\$156,829.91
HEALTH INSURANCE	009-1450-00-000	PARADIGM HOLDINGS	\$46,662.00	\$46,662.00
Totals for Fund 009:			\$223,142.10	\$225,228.64
COURT SECURITY	010-1200-00-000	FF .50% INT	\$54,158.84	\$56,405.37
Totals for Fund 010:			\$54,158.84	\$56,405.37
COUNTY BRIDGE	011-1300-00-000	FF .50% INT	\$200,724.52	\$210,839.93
Totals for Fund 011:			\$200,724.52	\$210,839.93
COUNTY HIGHWAY	012-1200-00-000	FF .50% INT	\$207,216.74	\$225,515.08
Totals for Fund 012:			\$207,216.74	\$225,515.08
FASM	013-1300-00-000	SC .50% INT	\$126,207.22	\$145,395.48
Totals for Fund 013:			\$126,207.22	\$145,395.48

COUNTY MFT	014-1300-00-000	SC .50% INT	\$821,873.64	\$798,129.50
		Totals for Fund 014:	\$821,873.64	\$798,129.50
TOURISM	015-1200-00-000	FF .50% INT	\$16,002.12	\$22,130.20
		Totals for Fund 015:	\$16,002.12	\$22,130.20
PROBATION	016-1200-00-000	FF .50% INT	\$130,811.67	\$135,349.15
PROBATION	016-1400-00-000	FF CD MATURES 10/30/2020 2.00% INT	\$202,691.41	\$202,691.41
		Totals for Fund 016:	\$333,503.08	\$338,040.56
ASSIST COURT	017-1200-00-000	FF .50% INT	\$55,735.80	\$58,894.84
		Totals for Fund 017:	\$55,735.80	\$58,894.84
LAW LIBRARY	018-1200-00-000	FF .50% INT	\$5,980.91	\$6,376.37
		Totals for Fund 018:	\$5,980.91	\$6,376.37
AUTOMATION	019-1200-00-000	FF .50% INT	\$49,537.94	\$51,222.01
		Totals for Fund 019:	\$49,537.94	\$51,222.01
RECORDING	020-1200-00-000	FF .75% INT	\$97,013.83	\$105,566.91
RECORDING	020-1400-00-000	SC CD MATURES 1/28/2021 1.55%	\$103,172.25	\$103,172.25
RECORDING	020-1999-00-000	DUE TO/FROM GENERAL FUND	\$0.00	(\$32.00)
		Totals for Fund 020:	\$200,186.08	\$208,707.16
DRUG TRAFFIC PREVENTION	021-1200-00-000	FF .50% INT	\$367.12	\$367.57
		Totals for Fund 021:	\$367.12	\$367.57
AIRPORT	022-1000-00-000	FF .25% INT	\$2,092.26	\$6,958.69
AIRPORT	022-1300-00-000	MONEY MARKETS	\$41,250.97	\$41,250.97
AIRPORT	022-1400-00-000	CERTIFICATE OF DEPOSITS	\$21,466.03	\$21,466.03
		Totals for Fund 022:	\$64,809.26	\$69,675.69
CEFS	023-1200-00-000	FF .50% INT	\$2,554.49	\$2,583.04
		Totals for Fund 023:	\$2,554.49	\$2,583.04
HOME NURSING	024-1300-00-000	SC .50% INT	\$818,276.28	\$828,510.01
HOME NURSING	024-1400-00-000	BU CD MATURES 2/4/2021 2.50%	\$257,882.87	\$257,882.87
HOME NURSING	024-1402-00-000	SC CD MATURES 2/11/2021 1.55%	\$103,172.24	\$103,172.24
HOME NURSING	024-1999-00-000	DUE TO/FROM GENERAL FUND	\$0.00	(\$40.00)
		Totals for Fund 024:	\$1,179,331.39	\$1,189,525.12
WIC	025-1200-00-000	FF .00% INT	\$24,469.87	\$29,255.56
		Totals for Fund 025:	\$24,469.87	\$29,255.56
LOCAL BRIDGE	026-1300-00-000	SC .50% INT	\$155,282.18	\$140,334.86
		Totals for Fund 026:	\$155,282.18	\$140,334.86
TOWNSHIP CONTRUCTION	028-1000-00-000	BU CHECKING	\$0.24	\$0.24
		Totals for Fund 028:	\$0.24	\$0.24
TOWNSHIP MFT	029-1300-00-000	SC .50% INT	\$3,382,357.67	\$2,702,463.00
		Totals for Fund 029:	\$3,382,357.67	\$2,702,463.00
COUNTY JAIL MEDICAL COST	030-1200-00-000	FF .50% INT	\$2,231.69	\$2,304.40
		Totals for Fund 030:	\$2,231.69	\$2,304.40
MINOR UNKNOWN HEIRS	032-1200-00-000	FF .50% INT	\$601.30	\$602.06
MINOR UNKNOWN HEIRS	032-1400-00-000	FF CD MATURES 3/29/2021 .75%	\$44,235.09	\$44,235.09
		Totals for Fund 032:	\$44,836.39	\$44,837.15
PUBLIC DEFENDER RECORDS AUTO	033-1200-00-000	FF .75% INT	\$185.57	\$191.80
		Totals for Fund 033:	\$185.57	\$191.80
SHOP WITH A COP	034-1200-00-000	FF .50% INT	\$4,916.98	\$4,923.18
		Totals for Fund 034:	\$4,916.98	\$4,923.18
PROBATION DRUG TESTING	037-1200-00-000	FF .50% INT	\$14,111.16	\$14,770.46

DRAINAGE	039-1000-00-000	FF .25% INT	\$1,001.59	\$1,001.59
DRAINAGE	039-1200-00-000	FF .50% INT	\$186,751.59	\$182,362.41
DRAINAGE	039-1400-00-000	FF CD MATURES 9/23/2020 1.50%	\$203,100.33	\$203,100.33
DRAINAGE	039-1402-00-000	FF CD MATURES 3/29/2021 .75%	\$102,879.09	\$102,879.09
		Totals for Fund 039:	\$493,732.49	\$489,343.42
DOCUMENT STORAGE	040-1200-00-000	FF .50% INT	\$106,944.98	\$108,618.75
		Totals for Fund 040:	\$106,944.98	\$108,618.75
MISC COUNTY HEALTH	043-1200-00-000	FF .50% INT	\$384,445.28	\$413,234.30
		Totals for Fund 043:	\$384,445.28	\$413,234.30
VICTIM IMPACT PANEL	046-1200-00-000	FF .50% INT	\$15,294.62	\$15,378.81
		Totals for Fund 046:	\$15,294.62	\$15,378.81
STATE'S ATTORNEY FORFEITED	047-1200-00-000	FF .50% INT	\$1,137.38	\$1,138.81
		Totals for Fund 047:	\$1,137.38	\$1,138.81
RESCUE SQUAD DIVE TEAM	050-1200-00-000	FF .50% INT	\$3,725.82	\$3,732.24
		Totals for Fund 050:	\$3,725.82	\$3,732.24
DUI EQUIPMENT	051-1200-00-000	FF .50% INT	\$30,781.56	\$30,927.36
		Totals for Fund 051:	\$30,781.56	\$30,927.36
GIS	052-1200-00-000	FF .50% INT	\$223,063.15	\$225,573.55
GIS	052-1400-00-000	SC CD MATURES 1/28/2021 1.55%	\$206,344.49	\$206,344.49
		Totals for Fund 052:	\$429,407.64	\$431,918.04
CAPITAL IMPROVEMENT	054-1300-00-000	FF .25% INT	\$83,039.67	\$83,065.27
		Totals for Fund 054:	\$83,039.67	\$83,065.27
PET POPULATION	055-1000-00-000	SC .50% INT	\$19,977.70	\$19,985.89
PET POPULATION	055-1400-00-000	SC CD MATURES 1/31/2021 1.55%	\$20,154.58	\$20,154.58
		Totals for Fund 055:	\$40,132.28	\$40,140.47
EMA SPECIAL	056-1300-00-000	SC .50% INT	\$15,361.26	\$15,367.56
		Totals for Fund 056:	\$15,361.26	\$15,367.56
STATE'S ATTORNEY AUTOMATION	057-1200-00-000	FF .50% INT	\$5,690.06	\$5,709.22
		Totals for Fund 057:	\$5,690.06	\$5,709.22
DRUG COURT	058-1200-00-000	FF .50% INT	\$21,846.22	\$22,163.23
		Totals for Fund 058:	\$21,846.22	\$22,163.23
TAX SALE AUTOMATION	060-1200-00-000	FF .50% INT	\$8,040.05	\$8,089.35
		Totals for Fund 060:	\$8,040.05	\$8,089.35
RESCUE SQUAD	062-1200-00-000	FF .50% INT	\$14,003.55	\$14,021.13
		Totals for Fund 062:	\$14,003.55	\$14,021.13
CORONER SPECIAL FUND	063-1200-00-000	FF .50% INT	\$26,378.27	\$26,611.23
		Totals for Fund 063:	\$26,378.27	\$26,611.23
SOLID WASTE FUND	064-1200-00-000	FF .75% INT	\$881.25	\$882.36
		Totals for Fund 064:	\$881.25	\$882.36
SALE IN ERROR	065-1200-00-000	FF .75% INT	\$6,256.96	\$6,264.85
		Totals for Fund 065:	\$6,256.96	\$6,264.85
		Total	\$14,637,114.16	\$14,097,633.02
		Total ASSETS	\$14,637,114.16	\$14,097,633.02
		LIABILITIES AND FUND BALANCE		
		LIABILITIES		
GENERAL	001-2002-00-000	PAYROLL CLEARING	\$65,165.39	\$62,838.38
		Totals for Fund 001:	\$65,165.39	\$62,838.38

DRAINAGE	039-2001-00-000	ACCOUNTS PAYABLE CLEARING	2.00	\$162.00
		Totals for Fund 039:	2.00)	(\$162.00)
		TOTAL LIABILITIES	\$65,327.39	\$63,000.38
		TOTAL LIABILITIES AND FUND BALANCE	\$65,327.39	\$63,000.38
SHELBY COUNTY STATE BANK	\$6,653,240.09			
BUSEYBANK	\$6,483,211.78			
FIRST FEDERAL S & L	\$849,116.51			

**Shelby County Collector
Balance Sheet
County Collector Accounts**

		8/31/2020	9/30/2020
Assets			
100-1001-001	SHELBY COUNTY STATE BANK .50% INT	\$524.23	\$8,906,714.38
100-1203-003	1ST NATL BANK OF ASSUMPTION	\$1,345.99	\$50.00
100-1205-005	COMMUNITY BANKS OF SHELBY COUNTY	\$43,071.07	\$50.00
100-1210-010	SCSB-STRASBURG .29% INT	\$54,537.34	\$50.00
100-1215-015	BUSEYBANK-TAX TRUST .01% INT	\$10,790.53	\$10,790.80
100-1301-001	SHELBY COUNTY STATE BANK .49% INT	\$2,185,899.69	\$1,795.00
100-1302-002	BUSEYBANK 1.05% INT	\$38,238.71	\$1,522.16
100-1304-004	FIRST NATL BANK OF NOKOMIS-MOWEAQUA .04% INT	\$53,707.39	\$763.28
100-1306-006	SCSB-FINDLAY .48% INT	\$71,097.76	\$313.72
100-1307-007	FIRST NATL BANK OF PANA .06% INT	\$19,417.96	\$238.02
100-1308-008	PEOPLES BANK & TRUST-PANA	\$14,762.09	\$50.00
100-1309-009	1ST NATL BANK OF WATERLOO-STEWARDSON .18% INT	\$30,879.97	\$72.04
100-1311-011	SCSB-WINDSOR .48% INT	\$65,335.86	\$321.63
100-1312-012	DEWITT SAVINGS BANK-MOWEAQUA .03% INT	\$29,505.34	\$250.00
100-1313-013	FIRST FEDERAL S & L .15% INT	\$1,216,631.89	\$146,458.63
100-1316-016	TSB-TEUTOPOLIS STATE BANK-SIGEL .22% INT	\$18,664.90	\$215.21
100-1317-017	BANK OF HILLSBORO-PANA .06% INT	\$6,868.91	\$52.08
100-1318-018	SCSB-MOWEAQUA .51% INT	\$14,018.51	\$300.38
100-1413-013	FF CD MATURES 9/4/2020 1.50% INT	\$50,431.29	\$0.00
Total Assets		\$3,925,729.43	\$9,070,007.33
Liabilities and Fund Balance			
Fund Balance			
100-3000-000	Fund Balance--	\$3,925,815.83	\$9,070,093.73
Total Fund Balance		\$3,925,815.83	\$9,070,093.73
Total Liabilities and Fund Balance		\$3,925,815.83	\$9,070,093.73
BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS		\$3,751,809.60	\$3,925,815.83
NET SURPLUS/(DEFICIT)		\$174,006.23	\$5,144,277.90
ENDING FUND BALANCE		\$3,925,815.83	\$9,070,093.73

Shelby County Treasurer
301 East Main Street
Post Office Box 326
Shelbyville, IL 62565

Phone: 217/774-3841
Email: shcotre@shelbycounty-il.com
Office Hours: 8-4 Monday-Friday


Thursday, October 01, 2020

County Board Members,

The following pages include documentation of an ongoing issue with payroll for the Sheriff's department. This issue of the Treasurer's office overpaying employees for time not requested was discussed at the August Law Enforcement Committee. Since that meeting, the Treasurer's office (payroll department) has received no legal documentation or guidance regarding this issue. This subject was placed back on the Law Enforcement Committee agenda for October 1.

Given that this issue would have to be settled with approval of the full board, I felt it was time to provide the information to the board and have an open discussion. Until I have clear legal guidance and approval by the board to short an employee of documented time, I will not place taxpayers of Shelby County at risk of backpay, interest and penalties. The guidance from the Department of Labor could not assure me that would not happen and recommended legal guidance.

Thank you,


Erica Firnhaber
Shelby County Treasurer

Erica Firnhaber

From: Undersheriff McCall <sc517@scso87.org>
Sent: Tuesday, July 14, 2020 9:12 AM
To: Shelby County Treasurer - Erica Firnhaber
Subject: Re: Payroll/waiver

Thank you for looking into this and we will Wait to see what Gina and the FOP come up with.
Rob

On Jul 14, 2020 8:59 AM, Shelby County Treasurer - Erica Firnhaber <shcotre@shelbycounty-il.com> wrote:
Rob,

I finally heard back from the Department of Labor yesterday after sending emails 6/23 and 7/10. The attached law is where I was directed. Paragraph a) specifically states records (timesheets) must be true and accurate. Doris pointed out that timesheets are legal documents. The attached Administrative Code is the exact document that was given to the board in January and the document that the board payroll policy was based on.

This being said, I did discuss with Doris the attached waiver. She stated they had never had an employee not want paid for time on a clock. She recommended that our legal team discuss this issue with the FOP union and document clarification. I asked her about this specific example: employee Smith has 32 hours over the course of a year that was waived for pay. The county has an audit from the Department of Labor. Would the waiver protect the county from back pay and fees and fines? Doris told me the matter would be investigated and turned over to a judge. She could not speak to what ruling would come down but pointed to the fact there could be penalties. She strongly recommended legal counsel and discussion with the FOP Union and having something in writing. She also stressed timesheets must be true and accurate and the fact they are a legal document. She was a bit perplexed why an employee would be on the clock and not want paid.

I have cc'd Gina in this email and in so doing, I am asking that a legal decision be made and documentation from the FOP Union be on file. It is our responsibility to protect the taxpayers from penalties and fees.

Thank you,

Erica Firnhaber
Shelby County Treasurer
P.O. Box 326
Shelbyville, IL 62565
217-774-3841

*NO
RESPONSE!!*

Erica Firnhaber

From: Undersheriff McCall <sc517@scso87.org>
Sent: Tuesday, July 14, 2020 9:21 AM
To: Shelby County Treasurer - Erica Firnhaber
Subject: Re: Payroll

Nope that's fine I completely understand I have forwarded these emails to the sheriff and Tina whom are now doing payroll.

Thank you
Rob

On Jul 14, 2020 9:15 AM, Shelby County Treasurer - Erica Firnhaber <shcotre@shelbycounty-il.com> wrote:
Rob,

I apologize for another email but I realized I failed to mention how payroll will be processed moving forward. Paychecks will be processed based on the time worked that is documented on the timesheets. The only time that will not be paid out will be time that is clearly documented as going to the comp time earned benefit. Until there is a legal rendering and agreement on file that assures the taxpayers of Shelby County this is a legal process we will not process payroll that does not pay employees for all documented time.

Thank you,

Erica Firnhaber
Shelby County Treasurer
P.O. Box 326
Shelbyville, IL 62565
217-774-3841

SHELBY COUNTY SHERIFF'S DEPARTMENT

Weekly Time Record

Employee: [REDACTED]

2-21-20

Pay Period:

DAY	DATE	IN	OUT	REG	OT	Comp	Holiday	Sick	Vacation	Personal	Total
SUNDAY	7/19/20										0
MONDAY	7/20/20								10		10
TUESDAY	7/20/20								10		10
WEDNESDAY	7/20/20								10		10
THURSDAY	7/20/20								10		10
FRIDAY	7/20/20										0
SATURDAY	7/20/20										0
Sub-Total				0	0	0	0	0	40	0	40
DAY	DATE	IN	OUT	REG	OT	Comp	Holiday	Sick	Vacation	Personal	Total
SUNDAY	7/21/20										0
MONDAY	7/21/20										0
TUESDAY	7/21/20	6:58AM	5:15PM	10							10
WEDNESDAY	7/21/20	6:55AM	6:15PM	10							10
THURSDAY	7/21/20	6:54AM	5:18PM	10							10
FRIDAY	7/21/20	6:55AM	6:26PM	10							10
SATURDAY	7/21/20										0
Sub-Total				40	0	0	0	0	0	0	40
TOTAL				40	0	0	0	0	0	0	40

Employee Signature: [REDACTED]

Date: 07/20/20

Department Head Signature: [REDACTED]

Date: 7/21/20

7/14 15 min OT

IF HOLIDAY COLUMN IS FILLED, BLACK EMPLOYEE IS REQUESTING COMP TIME
COMP TIME REFLECTS ONLY HOURS WORKED AND HAS NOT BEEN FORMULATED TO

7/15 1:20 OT

7/16 1:20 OT

7/17 1:31 OT

7/30 OT

Waiver of Additional Compensation

Pay Period: _____

In/Out Times on the Weekly Time Record indicate times I signed on and off duty. I do not request to be compensated for all the times denoted in the In/Out time boxes on the Weekly Time Record. If I am requesting additional compensation for time worked/earned, I will indicate those in the additional boxes (Over-Time, Comp-Time, Holiday, Comp Used, Sick, Vacation or Personal) on the Weekly Time Record AND I will also have completed a Department Overtime/Comp Time Slip for the time requested. I waive claim to any other times which are not included on the Weekly Time Record. On the Weekly Time Record, Comp Time and Holiday will reflect only hours worked and will not have been formulated to reflect pay at time and a half.

Employee's Printed Name: _____

Employee's Signature: _____

Date: 07 06 2020

Department Head's Signature: _____

Date: 07 06 2020

"Governmental body" means the State and its agencies, municipalities and units of local government, and school districts.

"Hours worked" means all the time an employee is required to be on duty, or on the employer's premises, or at other prescribed places of work, and any additional time he or she is required or permitted to work for the employer.

An employee's meal periods and time spent on-call away from his/her employer's premise are compensable hours worked when such time is spent predominantly for the benefit of the employer, rather than for the employee.

An employee's travel, performed for the employer's benefit (for example, in response to an emergency call back to work outside his/her normal work hours, or at the employer's special request to perform a particular and unusual assignment, or as a part of the employee's primary duty, or in substitution of his/her ordinary duties during normal hours) is compensable work time as defined in 29 CFR 785.33 - 785.41 (1994, no subsequent dates or editions), as amended at 26 FR 190.

"Immediate family", as used in Section 3(d)(1) of the Act, means a person related to a subject employer either by blood, marriage or adoption and living as part of the same household. An employer who employs fewer than four employees exclusive of the employer's parent, spouse or child or other member of his immediate family is not subject to the provisions of the Act or this Part.

"Including any radio or television announcer, news editor, or chief engineer, as defined by or covered by the Federal Fair Labor Standards Act of 1938", as used in Section 4a(2)(E) of the Act, means any employee employed as an announcer, news editor, or chief engineer by a radio or television station the major studio of which is located:

in a city or town of one hundred thousand population or less, according to the latest available decennial census figures as compiled by the Bureau of the Census, except where such city or town is part of a standard metropolitan statistical area, as defined and designated by the Bureau of the Budget, which has a total population in excess of 100,000; or

in a city or town of 25,000 population or less, which is part of such an area but is at least 40 airline miles from the principal city in such area, as defined in the Fair Labor Standards Act of 1938 (29 U.S.C. 213(b)(9)) and the regulations promulgated thereunder at 29 C.F.R. Part 793 (1995, no subsequent dates or editions), as amended at 26 FR 10275.

"Individuals whose capacity is impaired by age or physical or mental deficiency", as used in Section 5 of the Act and in Subpart E of this Part, means individuals whose earning or productive capacity are impaired by a physical or mental disability, including those relating to age or injury, for the work to be performed. Disabilities which may affect earning or productive capacity include blindness, mental illness, mental retardation, cerebral palsy, alcoholism, and drug addiction. The following,

Fact Sheet #21: Recordkeeping Requirements under the Fair Labor Standards Act (FLSA)

This fact sheet provides a summary of the FLSA's recordkeeping regulations, 29 CFR Part 516.

Records To Be Kept By Employers

Highlights: The FLSA sets minimum wage, overtime pay, recordkeeping, and youth employment standards for employment subject to its provisions. Unless exempt, covered employees must be paid at least the minimum wage and not less than one and one-half times their regular rates of pay for overtime hours worked.

Posting: Employers must display an official poster outlining the provisions of the Act, available at no cost from local offices of the Wage and Hour Division and toll-free, by calling 1-866-4USWage (1-866-487-9243). This poster is also available electronically for downloading and printing at <http://www.dol.gov/oshp/sbrefa/poster/main.htm>.

What Records Are Required: Every covered employer must keep certain records for each non-exempt worker. The Act requires no particular form for the records, but does require that the records include certain identifying information about the employee and data about the hours worked and the wages earned. The law requires this information to be accurate. The following is a listing of the basic records that an employer must maintain:

1. Employee's full name and social security number.
2. Address, including zip code.
3. Birth date, if younger than 19.
4. Sex and occupation.
5. Time and day of week when employee's workweek begins.
6. Hours worked each day.
7. Total hours worked each workweek.
8. Basis on which employee's wages are paid (e.g., "\$9 per hour", "\$440 a week", "piecework")
9. Regular hourly pay rate.
10. Total daily or weekly straight-time earnings.
11. Total overtime earnings for the workweek.
12. All additions to or deductions from the employee's wages.
13. Total wages paid each pay period.
14. Date of payment and the pay period covered by the payment.

How Long Should Records Be Retained: Each employer shall preserve for at least three years payroll records, collective bargaining agreements, sales and purchase records. Records on which wage computations are based should be retained for two years, i.e., time cards and piece work tickets, wage rate tables, work and time schedules, and records of additions to or deductions from wages. These records must be open for inspection by the Division's representatives, who may ask the employer to make extensions, computations, or transcriptions. The records may be kept at the place of employment or in a central records office.

What About Timekeeping: Employers may use any timekeeping method they choose. For example, they may use a time clock, have a timekeeper keep track of employee's work hours, or tell their workers to write their own times on the records. Any timekeeping plan is acceptable as long as it is complete and accurate.

The following is a sample timekeeping format employers may follow but are not required to do so:

DAY	DATE	IN	OUT	TOTAL HOURS
Sunday	6/3/07	-----	-----	-----
Monday	6/4/07	8:00am	12:02pm	
		1:00pm	5:03pm	8
Tuesday	6/5/07	7:57am	11:58am	
		1:00pm	5:00pm	8
Wednesday	6/6/07	8:02am	12:10pm	
		1:06pm	5:05pm	8
Thursday	6/7/07	-----	-----	-----
Friday	6/8/07	-----	-----	-----
Saturday	6/9/07	-----	-----	-----
				24

Total Workweek Hours:

Employees on Fixed Schedules: Many employees work on a fixed schedule from which they seldom vary. The employer may keep a record showing the exact schedule of daily and weekly hours and merely indicate that the worker did follow the schedule. When a worker is on a job for a longer or shorter period of time than the schedule shows, the employer must record the number of hours the worker actually worked, on an exception basis.

Where to Obtain Additional Information

For additional information, visit our Wage and Hour Division Website: <http://www.wagehour.dol.gov> and/or call our toll-free information and helpline, available 8 a.m. to 5 p.m. in your time zone, 1-866-4USWAGE (1-866-487-9243).

This publication is for general information and is not to be considered in the same light as official statements of position contained in the regulations.

U.S. Department of Labor
Frances Perkins Building
200 Constitution Avenue, NW
Washington, DC 20210

1-866-4-USWAGE
TTY: 1-866-487-9243
Contact Us

Joint Committee on Administrative Rules

ADMINISTRATIVE CODE

TITLE 56: LABOR AND EMPLOYMENT

CHAPTER I: DEPARTMENT OF LABOR

SUBCHAPTER b: REGULATION OF WORKING CONDITIONS

PART 300 PAYMENT AND COLLECTION OF WAGES OR FINAL COMPENSATION

SECTION 300.630 RECORDS AND NOTICE REQUIREMENTS

Section 300.630 Records and Notice Requirements

- a) ~~Regardless of an employee's status as either an exempt administrative employee, *~~
executive or professional, every employer shall make and maintain, for a period of
not less than 3 years, ~~the following true and accurate records for each employee: the~~
~~name and address; the hours worked each day in each work week; the rate of pay;~~
~~copies of all notices provided to the employee as required by subsection (d); the~~
~~amount paid each pay period and all deductions made from wages or final~~
~~compensation.~~ Additionally, any employer that provides paid vacation to its
employees must maintain, for a period of not less than 3 years, true and accurate
records of the number of vacation days earned for each year and the dates on which
vacation days were taken and paid.
- b) ~~In the absence of employer records,~~ a claimant may not be denied recovery of
wages or final compensation on the basis that the employee is unable to prove the
precise extent of uncompensated work or final compensation. ~~An employee need~~
~~only produce sufficient evidence to demonstrate the amount and extent of work or~~
~~time earned as a just and reasonable inference.~~ The employer must then produce
evidence of the exact amount of work or time earned or produce evidence to negate
the reasonable inferences drawn from the employee's evidence. The employer's
failure to make and maintain records as required under subsection (a) shall not
preclude a finding based on the information available that wages or final
compensation are due, even though the award may be only approximate.
- c) Every employer shall furnish in writing to each employee an itemized statement of
deductions made from wages for each pay period.
- d) An employer is required to notify an employee in writing, at the time of hiring, of
the rate of pay. An employee commencing work shall reflect mutual assent to the
rate of pay. An employer shall not change an agreement regarding the payment of
wages and compensation without first notifying the employee prior to the effective
date of the change. The employer shall place the arrangement in writing at the time
of the change and present the change to the employee unless impossible to do so.
Because of extraordinary circumstances, the immediate placement in writing may
not be able to be accomplished, but this inability to do so must be immediately

COUNTY LEVY FY 2020 – 2021

Resolutions 33-45

Estimated AV \$444,823,140.00 (estimated increase of \$17,764,994.00 over last year's
FINAL EAV \$427,058,146.00) (Rates are estimated until final extension is completed)

Tax Rate Limit *


RATE	LEVY	LEVIED
.42938	Corporate	\$ 1,910,250.00
.20233	I. M. R. F.	900,000.00
.07210	County Highway	320,700.00
.03461	County Bridge	153,950.00
.13849	Mental Health	600,000.00
.04024	Federal Aid Matching	179,000.00
.06870	County Health	305,500.00
.00001	Liability	1.00
.07081	Social Security	315,000.00
.01649	Cooperative Extension	73,333.00
.00001	Unemployment	1.00
.00001	Workman's Compensation	1.00
.01271	Airport	56,550.00
1.0823		\$4,814,286.00

Resolution 2020- 46


Estimated AV \$342,870,512 last year's final EAV (329,656,257)

.01044	Ambulance	\$35,806.00
--------	-----------	-------------

Levy set and approved by the Budget Committee on September 24, 2020.


Jessica Fox, Ex-officio Secretary
Shelby County Board

Levy approved by the County Board at its regular meeting October 14, 2020.


Jessica Fox
Shelby County Clerk

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

I, the undersigned, hereby certify that I am the presiding officer of Shelby County, and as such presiding officer, I certify that the levy for Shelby County, a copy of which is attached, was adopted October 14, 2020, pursuant to, and in all respects in compliance with the provisions of Section 18-60 through 18-85 of the "Truth In Taxation Law" or the levy does not exceed 105% of the previous year's extension.

This certificate applies to the 2020 levy.

Dated this 14th day of October, 2020.

Presiding Officer Signature




**Chairman of the Board
Shelby County, Illinois**

Storage 

TO: THE SHELBY COUNTY BOARD

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




RESOLUTION X

PETITION

AGREEMENT

DO HEREBY RECOMMEND APPROVAL OF SAME BY THE COUNTY BOARD.

RESPECTFULLY SUBMITTED,
ROAD & BRIDGE COMMITTEE

RESOLUTION

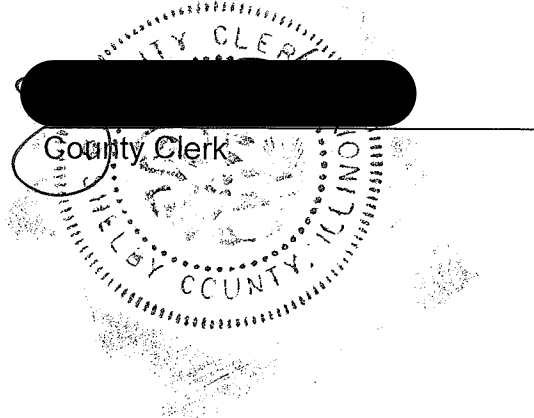
2020-47

BE IT RESOLVED, by the County Board of Shelby County, State of Illinois, that Shelby County concurs in the awarding of a contract for the supply and installation of a 50' x 84' salt storage shed, to EAHC Structures based on their low bid submitted at a letting held October 8, 2020, of \$ 35,950.00.

STATE OF ILLINOIS)
) SS
COUNTY OF SHELBY)

I, Jessica Fox County Clerk in and for said County in the State aforesaid, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect, and complete copy of a Resolution adopted by the County Board of Shelby County at its regular Meeting held in Shelbyville, Illinois on October 14, 2020.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said County at my office in Shelbyville in said County this 14th day of October, 2020 A.D.



RETURN WITH BID



**Illinois Department
of Transportation**

**Local Public Agency
Formal Contract
Proposal**

PROPOSAL SUBMITTED BY		
EAHC STRUCTURES		
Contractor's Name		
1410 E. FAYETTE AVE PO Box 942		
Street	P.O. Box	
EFFINGHAM	IL	62401
City	State	Zip Code

STATE OF ILLINOIS

COUNTY OF Shelby

(Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF

STREET NAME OR ROUTE NO. Salt Storage Shc

SECTION NO. 20-00000-01 SS

TYPES OF FUNDS Local

☐ SPECIFICATIONS (required)

☒ PLANS (required)

For Municipal Projects

Submitted/Approved/Passed

☐ Mayor ☐ President of Board of Trustees ☐ Municipal Official

Date

Department of Transportation

☐ Released for bid based on limited review

Regional Engineer

Date

For County and Road District Projects

Submitted/Approved

Highway Commissioner

Date

Submitted/Approved

County Engineer/Superintendent of Highways

Date

Note: All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.

RETURN WITH BID

NOTICE TO BIDDERS

County _____
Local Public Agency _____
Section Number _____
Route _____

Sealed proposals for the improvement described below will be received at the office of County Engineer,
1590 State Highway 16, Shelbyville Illinois 62565 until 9:00 AM on September 4, 2020
Address Time Date

Sealed proposals will be opened and read publicly at the office of County Engineer
1590 State Highway 16, Shelbyville Illinois 62565 at 9:00 AM on October 8, 2020
Address Time Date

DESCRIPTION OF WORK

Name Salt Storage Building Length: _____ feet (_____ miles)

Location Shelby County Highway Department

Proposed Improvement Supply and install an arch style fabric covered roof and steel framing system for use as a
salt storage building (50' x 84'). To be installed on block foundation to be provided by the Shelby County

1. Plans and proposal forms will be available in the office of County Engineer
1590 State Highway 16, Shelbyville Illinois 62565
Address

2. ☐ Prequalification

If checked, the 2 low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57), in duplicate, showing all uncompleted contracts awarded to them and all low bids pending award for Federal, State, County, Municipal and private work. One original shall be filed with the Awarding Authority and one original with the IDOT District Office.

3. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.

4. The following BLR Forms shall be returned by the bidder to the Awarding Authority:

- a. BLR 12200: Local Public Agency Formal Contract Proposal
- b. BLR 12200a Schedule of Prices
- c. ~~BLR 12230: Proposal Bid Bond (if applicable)~~
- d. ~~BLR 12325: Apprenticeship or Training Program Certification (do not use for federally funded projects)~~
- e. ~~BLR 12326: Affidavit of Illinois Business Office~~

5. The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided.

6. Submission of a bid shall be conclusive assurance and warranty the bidder has examined the plans and understands all requirements for the performance of work. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to conduct an in depth examination. The Awarding Authority will, in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder.

7. The bidder shall take no advantage of any error or omission in the proposal and advertised contract.

8. If a special envelope is supplied by the Awarding Authority, each proposal should be submitted in that envelope furnished by the Awarding Agency and the blank spaces on the envelope shall be filled in correctly to clearly indicate its contents. When an envelope other than the special one furnished by the Awarding Authority is used, it shall be marked to clearly indicate its contents. When sent by mail, the sealed proposal shall be addressed to the Awarding Authority at the address and in care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the Notice to Bidders. Proposals received after the time specified will be returned to the bidder unopened.

9. Permission will be given to a bidder to withdraw a proposal if the bidder makes the request in writing or in person before the time for opening proposals.

RETURN WITH BID

PROPOSAL

County Shelby
 Local Public Agency County of Shelby
 Section Number 20-00000-00 SS
 Route _____

1. Proposal of EATC Structures

for the improvement of the above section by the construction of 50' x 84' arch style fabric covered roof and steel framing system for use as a salt storage building, installed on block foundation to be provided by the Shelby County

a total distance of _____ feet, of which a distance of _____ feet, (_____ miles) are to be improved.

2. The plans for the proposed work are those prepared by Shelby County Highway Department and approved by the Department of Transportation on _____
3. The specifications referred to herein are those prepared by the Department of Transportation and designated as "Standard Specifications for Road and Bridge Construction" and the "Supplemental Specifications and Recurring Special Provisions" thereto, adopted and in effect on the date of invitation for bids.
4. The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the "Check Sheet for Recurring Special Provisions" contained in this proposal.
5. The undersigned agrees to complete the work within _____ working days or by _____ unless additional time is granted in accordance with the specifications.
6. A proposal guaranty in the proper amount, as specified in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals, will be required. Bid Bonds will be allowed as a proposal guaranty. Accompanying this proposal is either a bid bond if allowed, on Department form BLR 12230 or a proposal guaranty check, complying with the specifications, made payable to:

County of Shelby _____ Treasurer of Shelby County

The amount of the check is One thousand dollars (\$1000.00).

7. In the event that one proposal guaranty check is intended to cover two or more proposals, the amount must be equal to the sum of the proposal guaranties, which would be required for each individual proposal. If the proposal guaranty check is placed in another proposal, it will be found in the proposal for: Section Number _____.
8. The successful bidder at the time of execution of the contract _____ be required to deposit a contract bond for the full amount of the award. When a contract bond is not required, the proposal guaranty check will be held in lieu thereof. If this proposal is accepted and the undersigned fails to execute a contract and contract bond as required, it is hereby agreed that the Bid Bond or check shall be forfeited to the Awarding Authority.
9. Each pay item should have a unit price and a total price. If no total price is shown or if there is a discrepancy between the product of the unit price multiplied by the quantity, the unit price shall govern. If a unit price is omitted, the total price will be divided by the quantity in order to establish a unit price.
10. A bid will be declared unacceptable if neither a unit price nor a total price is shown.
11. The undersigned submits herewith the schedule of prices on BLR 12200a covering the work to be performed under this contract.
12. The undersigned further agrees that if awarded the contract for the sections contained in the combinations on BLR 12200a, the work shall be in accordance with the requirements of each individual proposal for the multiple bid specified in the Schedule for Multiple Bids below.

SCHEDULE OF PRICES

County Shelby

Local Public Agency Shelby County

Section 20-00000-00 SS

Route

Combination Letter	Sections Included in Combinations	Total

(For complete information covering these items, see plans and specifications)

Bidder's Proposal for making Entire Improvements

[illegible]

EAHC Structures



Estimate

1410 E. Fayette Ave. / P.O. Box 942
Effingham, IL 62401
delalthoff@gmail.com
217-857-6566
217-857-6566 / 800-779-3242
cell: 217-343-6566 fax: 217-857-3511
delalthoff@gmail.com / www.eahc.net

Estimate No: 002883
Date: 08/21/2020

For: Shelby County Hwy Dept.
shelbycohwy@consolidated.net
1590 RT 16 W
Shelbyville, IL. 62565

Description	Quantity	Rate	Amount
Heritage Engineered Structure 50' x 84' w/ 14' oc Truss Arch (White) Hot Dipped Galv. Frame	1	\$18,900.00	\$18,900.00*
Fabric & Steel Frame End Wall Type 14 WT 2 w/ 4x4 Mesh Vent	1	\$2,590.00	\$2,590.00*
SS Anchors & Termination Material	1	\$1,780.00	\$1,780.00*
Freight	1	\$980.00	\$980.00*
Lift & Crane	1	\$1,400.00	\$1,400.00*
PW Labor (Erect Building on Your Foundation)	1	\$8,500.00	\$8,500.00*
Stamped Drawing (Building Only)	1	\$1,800.00	\$1,800.00*
Stacy Prosser Cell 217-259-3171 / Shop 217-774-3114 / Fax 217-774-2690 / Alan Spesard 217-774-2721			
TAX #	1	\$0.00	\$0.00

*Indicates non-taxable item

Subtotal	\$35,950.00
TAX 6.5%	\$0.00
Total	\$35,950.00

Total	\$35,950.00
--------------	--------------------

CONTRACTOR CERTIFICATIONS

County	Shelby
Local Public Agency	Shelby County
Section Number	20-00000-01 GM
Route	

The certifications hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder.

1. **Debt Delinquency.** The bidder or contractor or subcontractor, respectively, certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue unless the individual or other entity is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of tax. Making a false statement voids the contract and allows the Department to recover all amounts paid to the individual or entity under the contract in a civil action.
2. **Bid-Rigging or Bid Rotating.** The bidder or contractor or subcontractor, respectively, certifies that it is not barred from contracting with the Department by reason of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

A violation of Section 33E-3 would be represented by a conviction of the crime of bid-rigging which, in addition to Class 3 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

A violation of Section 33E-4 would be represented by a conviction of the crime of bid-rotating which, in addition to Class 2 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

3. **Bribery.** The bidder or contractor or subcontractor, respectively, certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or any unit of local government, nor has the firm made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the firm committed bribery or attempted bribery on behalf of the firm and pursuant to the direction or authorization of a responsible official of the firm.
4. **Interim Suspension or Suspension.** The bidder or contractor or subcontractor, respectively, certifies that it is not currently under a suspension as defined in Subpart I of Title 44 Subtitle A Chapter III Part 6 of the Illinois Administrative Code. Furthermore, if suspended prior to completion of this work, the contract or contracts executed for the completion of this work may be cancelled.

RETURN WITH BID

SIGNATURES

County Shelby
Local Public Agency Shelby County
Section Number 20-00000-01 GM
Route _____

(If an individual)

Signature of Bidder _____

Business Address _____

(If a partnership)

Firm Name _____

Signed By _____

Business Address _____

Inset Names and Addressed of All Partners



(If a corporation)

Corporate Name SOUTH CENTRAL FS D.B.A. EAHG STRUCTURES

Signed By [Redacted]

President

Business Address 1410 E. FAYETTE AVE

EFFINGHAM, IL 62401

Insert Names of Officers

President Todd Wachtel

Secretary David Uchitjel

Treasurer Jeff Moore

Attest: [Redacted]
Secretary

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION **TREASURER'S REPORT** **September 30, 2020**

Beginning Balance	September 1, 2020	
Deposits		\$ 41,250.97
Arrow Energy--Credit Card Fuel Sales	\$ 3,909.65	
Fuel Sales--Cash & Check	\$ 869.50	
Rent	\$ 2,060.00	
Shelby County Aviation--Ameren IP	\$ 22.36	
Mid-Cont. Aircraft--Donation	\$ 75.00	
Suzana A Menoza--Partial Reimbursement--CARES ACT	\$ 21,000.00	
Bank Interest	\$ 3.57	
		<u>\$ 27,940.08</u>
		\$ 69,191.05

Bills Received and Paid		
Shelby County Aviation--FBO September, 2020	\$ 3,500.00	
Shelby Electric Cooperative	\$ 744.84	
Steve Wempen--Bookkeeping September, 2020	\$ 200.00	
Ameren Illinois	\$ 84.97	
Illinois Department of Revenue--Sales Tax Payment	\$ 442.00	
Arrow Energy--1476 Gallon 100LL @\$3.21714 per gal	\$ 4,748.50	
Sloan Implement--Equipment Maintenance	\$ 295.08	
John Deere Financial--New Tractor Payment 5 of 84	\$ 751.36	
City Area Water Sewer Department	\$ 29.60	
Consolidated Communications	\$ 261.78	
Doty Sanitation Service	\$ 84.00	
Erie Insurance--Commercial Auto	\$ 1,159.00	
Steve Wempen--16 Ink Cartridges/Ebay	\$ 131.85	
Shelbyville Ace Hardware--Building Maintenance	\$ 33.58	
Aerinova Aerial LLC--3419 Gal Jet A Less Rent	\$ 2,153.75	
Unique Tire & Auto World--Repaired Brakes on Courtesy Van	\$ 599.13	
Hardy Plumbing & Heating, Inc.--Repaired Mens Toilet	\$ 208.62	
Petro Maintenance--Jet Fuel Pump Maintenance	\$ 1,094.55	
Effingham Equity--Diesel Fuel	\$ 797.98	
		<u>\$ 17,320.59</u>
		\$ 51,870.46

Shelby County State Bank	\$ 51,870.46
First Federal Savings and Loan	\$ 6,957.33
Farm Agency Account	\$ 31,749.23
Gas Receivable	\$ 2,417.18
Rent Receivable	\$ 1,955.00
Cash On Hand	\$ 2,620.67
Certificates of Deposit	\$ 21,466.03
	<u>\$ 119,035.90</u>

FILED
OCT 08 2020

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION

MINUTES OF MEETING

September 14, 2020

Members present at meeting:

Commissioners--Rick Brown, Steve Wempen, Walt Lookofsky, Jeff Green, John Hall

County Board Members--Bob Simpson, Earl Baker, Bob Jordan

Airport Manager--Scott Jefson

Others Present--WAND TV/Camera man, Doug Wolfe, and EGW John Craft

Commissioner Rick Brown calls the meeting to order.

The minutes were read by all. Walt made a motion to approve the minutes. It was seconded by John and was approved by all saying aye.

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

Bills Presented

Erie Insurance--Commercial Auto	\$ 1,159.00
Doty Sanitation Service--Trash Service	\$ 84.00
Petro Maintenance--Jet Fuel Pump Maintenance	\$ 1,094.55
Steve Wempen--I6 Ink Cartridges/eBay	\$ 131.85
Effingham Equity--Diesel Fuel	\$ 797.98
Shelbyville Ace Hardware--Building Maintenance	\$ 33.58
Hardy Plumbing & Heating Inc.--Repaired Men's Room Toilet	\$ 208.62
Sloan Implement--Equipment Maintenance	\$ 295.08

Jeff makes a motion to accept the bills as presented. John seconded it and it was approved by all saying aye.

Managers Report

Scott reports having another busy month with mowing, keeping up with repairs and had to take the new tractor in for its first hundred hour maint. Also the mower needed to have three spindles rebuilt and still had two or three spares in the SRE building. Scott said he finally mowed around all the fences and sprayed again, so he had to purchase more chemical to keep the weeds and other growth down. The hay was cut again and cleaned up. Scott mentioned having a visitor from the National Guard from Decatur Airport and they are going to come down on the 22nd of this month to set up a temporary fueling site. They are getting ready to be deployed to the Middle East so they are going to fly in here to help get prepared before they go.

Scott said he was going to have the CEO class out on Wednesday of this week. Also there is going to be a Young Eagles rally on October 10th after some balloon activity and then there will be the Trunk or Treat in the parking lot.

Needed to replace several light bulbs including the Beacon.

Scott mentions two hangars have been emptied and new renters in them and two are still occupied and should be out by the end of the month. Also Scott said that two of the airplanes have been purchased by people who want to keep the airplanes here. Scott then said that after doing a good job of evacuating dead beat airplanes, the new owners want to keep them here and start flying them. So now we still have a list of people wanting a hangar and no hangars available.

Scott mentions receiving a letter from Doug Wolfe, from WAND tv in Decatur addressed to the Board stating that it is a Freedom of Information Act request from WAND News in Decatur, for a news story in the public interest. Scott said the information could be sent by email and continued on with reading the requested information.

Steve asks Doug if there was a time frame on the information requested. Doug replied we had till Thursday. Steve mentions having concerns of being able to get a complete list of renters together by then because of some changes being made and then said we'd send what we could.

Rick backs up and asks Scott about the trees cut down out front and the stumps. Scott replied that he

still had more trees to cut and once all down, then bring the stump grinder in and get all the stumps at one time. Steve asks Doug if he wants it all together, that he had a list of the Commissioners he could give him then. Doug said that's fine that we could email the rest.

Rick mentions seeing an article in the paper about the Balloon Fest and about the airport and having a Young Eagles event, but last he had heard that it wasn't for sure. Scott said he had talked to the EAA chapter and thought he could get enough help to do it.

End of Managers Report

New Business

Rick said that after talking to Scott the previous week about the request he had received that he made a call and talked to the Great Lakes Regional manager from the AOPA. He said he asked questions about the inquiry of paying tax on a hangar. Rick said this person was manager over eight states including Illinois and that he wasn't aware of anyone paying real-estate tax on a hangar. Rick said this person went on about all the things necessary to make the airport self sufficient. If there was a question about real-estate tax on a rented hangar, that it should be directed to the county. Doug asks Rick if he is saying that it wasn't our responsibility to make sure the taxes are collected on the hangars and Rick replied that was what he was saying.

Rick asks if there was any other new business to discuss. Jeff mentions to Scott about conversations about dumpsters and Scott mentions talking to Doty and for ten dollars more, having two totes and will keep until we have the hangars cleaned out and back to normal.

Old Business

Rick asks about the upcoming hangar project and if we needed to get any information to them or if they had everything to get us a bid on them. Steve said he thought they did, that Waller just wanted some clarification on the type and size as long as it's 12,000 sq ft. or less.

Steve also mentioned needing to pick a time for our TIPS meeting this year, that is was going to be a virtual meeting and we needed to get online to check the times. Steve said he could only do it on Thursday afternoons and would check to see what's available. Steve mentions concerns of getting logged on correctly and Jeff said that his office had a large screen tv and camera he could come over but would have a few papers to fill out. Rick said his office is open but he might be able to work something out.

Jeff mentions the tractor tire exchange that was supposed to happen and Scott replied that it wasn't going to happen till late October if then. A short discussion ensued. Rick asks if there was any other business to address. Earl asks if the fuel pumps were working ok. Scott replied that it only messed up once with the crop dusters. Jeff clarified that being only on the Jet fuel pump and Scott verified only on the Jet A, that the 100LL was working good.

Scott mentioned that we would have a big bill from Petro Maintenance, that John McKeighan came over and changed all the filters in the Jet A pump and did the yearly maintenance on it, which is required once a year. Rick asks about the fuel surcharge and Steve said that he had received four of them so far. A short discussion followed on the smart cards and getting them recoded for new people.

Bob Jordan asks Scott how many people were on the hangar waiting list and Scott said there were five people waiting on hangars. More discussion ensued on the hangars and that it should be finalized at the TIPS meeting. Steve also mentions painting the runway should get finalized at the meeting too.

A short discussion on painting the runway ensued.

John Craft of the ECW asks the commission if we knew what statute governs our airport and if we didn't know that it would be a good idea that we find out. John also said he was going to send a FOIA request for the one we are using. John said it made a difference on which one we used and went on to explain why it makes a difference. Rick asks why he was requesting it and John said because one of the statutes allows the board to sign the rent leases and pay the bills and have exclusive control over the funds. Another statute allows the board to only be an advisory board with no powers to contract and no power to spend money without approval of the county board. John went on to explain about the property tax on the leasing of hangar space. That the hangar space leased should be measured and given to the tax assessor and that the renter leasing that space should be billed for the taxes on that space or any space that is leased on the airport. John went on to explain that the county board probably fills out the annual recertification of exempt property and went on to explain what all that needed to be done and submitted with that certification. John said he would go back and ask for that recertification for the past four years. He also mentioned the same applies to farm ground leased out and who gets the income, the airport or the county. Rick asks if the county is charging themselves the tax, what would be the benefit of that.

John replies that some of the taxes goes to municipalities, to the townships, to the fire protection district, the ambulance districts and to the schools and community colleges. John went on to explain more in detail on the tax issue and how it should be handled by the supervisor of assessments and also cited some examples and why they are responsible for the property taxes. Earl asks John about how many different ways the airport could of been established and he said there are three different statutes for a county airport and the board should know which one it uses. John read out the three different statute numbers. Some discussion ensued about when the airport was formed and to find out under which statute. John said he had one final thing. If you put your information out there, and you receive a FOIA request, then you are obligated to provide the information. John went on to inform the Commission that you cannot say you don't do that, you'll have to mail it or show up at a meeting. Rick starts to ask about the request they wanted and Doug cut him off and said he sent a Facebook request because he had ask the county clerk for an email address for the airport and there wasn't any so he sent it thru Facebook and that Scott had sent it back saying he doesn't accept it that way. Rick tells Doug that his question wasn't how you send it, but what were the three things on the request. Rick reads the three request and ask Doug what his intent was. Doug replied he wanted to do a news story on it. He wanted to know who is in the hangars. Doug also wanted to know, from looking at his notes and quoting, about "Dead Beat Hangar Renters" and wanted to know if the airport had any renters not paying rent. The Commission replied there was no problem with any of the renters and their rent. Doug also ask how many hangars is the airport going to build and do you keep the old ones. The Commission replied five and yes, the airport keeps the old ones and needs more. Doug has another question about our bills, that we had one for Jet fuel pump repairs, and ask what was wrong with the pump because of some talk about a problem with the pump. Steve said it was a project a few years back and there was a problem with it. Doug ask with the metering of it and Steve said yes, so Doug ask if it wasn't metering correct how was the airport billing people for fuel. Steve replied that we were not selling it, that we shut it down because it wasn't working right. A short discussion ensued on what the cause was and how the state takes the low bid and the airport has no choice. Doug ask if the National Guard comes in here to fuel, then will the airport be able to calculate correctly the amount of fuel they purchase. Scott tells Doug, Negative You Didn't Listen, they are bringing their own tankers down from Decatur, that we cannot legally sell to the federal government because we're not certified. John ask one more time about delinquent renters and the Commission replied "No". Doug ask for an email to use for the airport and Steve give him his. Steve ask how long this property tax on leased property been going on and John replied he had one going on since 2007. Steve said you would think somebody would say something, that he's never heard anything about property tax from anyone. Rick ask about the statute and John said any of the three, you would have to pay. His question earlier was the power the board had or the power the county had over the board, how ever the airport was formed.

Walt made a motion to adjourn and it was seconded by Jeff.

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION RECORD JOURNAL

CHECK NO.	DATE	DESCRIPTION OF TRANSACTION	BUDGET ACCT NO.	DEBITS	CREDITS	BALANCE
	31-Aug-20	Balance Shelby County State Bank				\$ 41,250.97
5805	3-Sep-20	John Deere Financial--Payment 5 of 84	022-5455-12-023	\$ 751.36		\$ 40,499.61
	4-Sep-20	Arrow Energy--Deposit			\$ 1,049.65	\$ 41,549.26
5806	7-Sep-20	Shelby County Aviation--FBO September, 2020	022-5210-12-023	\$ 3,500.00		\$ 38,049.26
5807	7-Sep-20	Shelby Electric Cooperative	022-7800-12-023	\$ 744.84		\$ 37,304.42
5808	7-Sep-20	Arrow Energy--1476 Gal 100LL @ \$3.21714	022-8010-12-023	\$ 4,748.50		\$ 32,555.92
5809	7-Sep-20	City Area Water-Sewer	022-7800-12-023	\$ 29.60		\$ 32,526.32
	11-Sep-20	Arrow Energy--Deposit			\$ 987.96	\$ 33,514.28
5810	14-Sep-20	Sloan Implement Co--Equipment Maintenance	022-7441-12-023	\$ 295.08		\$ 33,219.20
5811	14-Sep-20	Hardy Plumbing & Heating, Inc.--Repaired Mens Toilet	022-7440-12-023	\$ 208.62		\$ 33,010.58
5812	14-Sep-20	Petro Maintenance--Jet Fuel Pump Maintenance	022-7441-12-023	\$ 1,094.55		\$ 31,916.03
5813	14-Sep-20	Shelbyville Ace Hardware--Building Maintenance	022-7440-12-023	\$ 33.58		\$ 31,882.45
5814	14-Sep-20	Effingham Equity--Diesel Fuel	022-8010-12-023	\$ 797.98		\$ 31,084.47
5815	14-Sep-20	Aerirova Aerial LLC--3419 Gal Jet A Less Rent	022-8010-12-023	\$ 2,153.75		\$ 28,930.72
5816	14-Sep-20	Ameren IP--SCA 37528 \$22.58 Airport 06211 \$62.39	022-7800-12-023	\$ 84.97		\$ 28,845.75
	15-Sep-20	Illinois Department of Revenue--Sales Tax Payment				
	17-Sep-20	Rent--J Green/Fee \$365, JM Coady \$380, B Brunken \$95		\$ 442.00		\$ 28,403.75
		K Harshman \$95, A Krause \$215, J Livesay/Fee \$375				
		B Bachman \$95				
		Fuel--\$113.85 SCA/Ameren \$22.36 Mid-Cont. Aircraft \$75				
	18-Sep-20	Arrow Energy--Deposit			\$ 1,831.21	\$ 30,234.96
5817	23-Sep-20	Consolidated Communications	022-7800-12-023	\$ 261.78	\$ 614.14	\$ 30,849.10
5818	23-Sep-20	Doty Sanitation Service	022-7440-12-023	\$ 84.00		\$ 30,587.32
5819	23-Sep-20	Erie Insurance--Commercial Auto	022-6120-12-023	\$ 1,159.00		\$ 29,344.32
5820	23-Sep-20	Steve Wempen--16-HP Ink Cartridges	022-7000-12-023	\$ 131.85		\$ 29,212.47
	23-Sep-20	Rent--K Best \$230, W Jesse \$210, Rent \$440, Fuel \$755.65			\$ 1,195.65	\$ 30,408.12
	23-Sep-20	Susana A Menzoza/ Partial Reimbursement-CARES ACT			\$ 21,000.00	\$ 51,408.12
5821	23-Sep-20	Steve Wempen--Bookkeeping September, 2020	022-5220-12-023	\$ 200.00		\$ 51,208.12
5822	23-Sep-20	Unique Tire & Auto World--Repaired Brakes on Courtesy Van	022-7441-12-023	\$ 599.13		\$ 50,608.99
	25-Sep-20	Arrow Energy--Deposit			\$ 1,257.90	\$ 51,866.89
	30-Sep-20	Bank Interest			\$ 3.57	\$ 51,870.46
		Board Meeting-October 5, 2020				

[illegible][illegible]

September 30, 2020

[illegible]

Shelby County Airport and Landing Field Commission

Fuel Sales September, 2020

DATE	QUANTITY	CUSTOMER INVOICE	PRICE	CREDIT CD	CHARGE	CASH
1-Sep-20	10.87	Credit Card Customer 2389	\$ 3.89	\$ 42.28		
2-Sep-20	20.58	Credit Card Customer 2390	\$ 3.89	\$ 80.06		
2-Sep-20	10.00	Credit Card Customer 2391	\$ 3.89	\$ 38.90		
3-Sep-20	12.25	Don Gherardini 2392	\$ 3.84		\$ 47.04	
4-Sep-20	34.55	Credit Card Customer 2393	\$ 3.89	\$ 134.40		
4-Sep-20	53.02	Credit Card Customer 2394	\$ 3.89	\$ 206.25		
4-Sep-20	34.84	Credit Card Customer 2395	\$ 3.89	\$ 135.53		
5-Sep-20	15.09	Credit Card Customer 2396	\$ 3.89	\$ 58.70		
5-Sep-20	0.83	Credit Card Customer 2397	\$ 3.89	\$ 3.23		
5-Sep-20	13.88	Barry Brunken 2398	\$ 3.84		\$ 53.30	
5-Sep-20	5.11	Credit Card Customer 2399	\$ 3.89	\$ 19.88		
5-Sep-20	2.11	Credit Card Customer 2400	\$ 3.89	\$ 8.21		
5-Sep-20	19.98	Credit Card Customer 2401	\$ 3.89	\$ 77.72		
6-Sep-20	8.10	Credit Card Customer 2402	\$ 3.89	\$ 31.51		
6-Sep-20	47.18	Scott Jefson 2403	\$ 3.84		\$ 181.17	
6-Sep-20	10.37	Credit Card Customer 2404	\$ 3.89	\$ 40.34		
7-Sep-20	27.89	Credit Card Customer 2405	\$ 3.89	\$ 108.49		
7-Sep-20	5.12	Credit Card Customer 2406	\$ 3.89	\$ 19.92		
7-Sep-20	2.13	Credit Card Customer 2407	\$ 3.89	\$ 8.29		
7-Sep-20	10.09	Credit Card Customer 2408	\$ 3.89	\$ 39.25		
9-Sep-20	10.09	Credit Card Customer 2409	\$ 3.89	\$ 39.25		
9-Sep-20	10.54	Rick Brown 2410	\$ 3.84		\$ 40.47	
10-Sep-20	4.56	Credit Card Customer 2411	\$ 3.89	\$ 17.74		
10-Sep-20	12.25	Scott Jefson 2412	\$ 3.84		\$ 47.04	
11-Sep-20	10.03	Credit Card Customer 2413	\$ 3.89	\$ 39.02		
11-Sep-20	4.11	Credit Card Customer 2414	\$ 3.89	\$ 15.99		
11-Sep-20	47.45	Credit Card Customer 2415	\$ 3.89	\$ 184.58		
11-Sep-20	5.11	Credit Card Customer 2416	\$ 3.89	\$ 19.88		
12-Sep-20	15.13	Credit Card Customer 2417	\$ 3.89	\$ 58.86		
12-Sep-20	10.12	Credit Card Customer 2418	\$ 3.89	\$ 39.37		
12-Sep-20	31.24	Scott Jefson 2419	\$ 3.84		\$ 119.96	
12-Sep-20	5.21	Credit Card Customer 2420	\$ 3.89	\$ 20.27		
13-Sep-20	100.12	Don Kroenlein 2421	\$ 3.84		\$ 384.46	
13-Sep-20	47.49	Don Kroenlein 2422	\$ 3.84		\$ 182.36	
13-Sep-20	4.30	Credit Card Customer 2423	\$ 3.89	\$ 16.73		
13-Sep-20	13.76	Barry Burnken 2424	\$ 3.84		\$ 52.84	
13-Sep-20	20.11	Credit Card Customer 2425	\$ 3.89	\$ 78.23		
14-Sep-20	25.21	Credit Card Customer 2426	\$ 3.89	\$ 98.07		
16-Sep-20	12.84	Credit Card Customer 2427	\$ 3.89	\$ 49.95		
16-Sep-20	11.00	Ken Best 2428	\$ 3.84		\$ 42.24	
16-Sep-20	42.41	Credit Card Customer 2429	\$ 3.89	\$ 164.97		
16-Sep-20	15.89	Credit Card Customer 2430	\$ 3.89	\$ 61.81		
17-Sep-20	4.13	Credit Card Customer 2431	\$ 3.89	\$ 16.07		
18-Sep-20	5.12	Credit Card Customer 2432	\$ 3.89	\$ 19.92		
18-Sep-20	11.15	Credit Card Customer 2433	\$ 3.89	\$ 43.37		
18-Sep-20	2.57	Cash Customer 2434	\$ 3.89			\$ 10.00
18-Sep-20	5.12	Credit Card Customer 2435	\$ 3.89	\$ 19.92		
18-Sep-20	31.48	Credit Card Customer 2436	\$ 3.89	\$ 122.46		
18-Sep-20	6.01	Wyatt Jesse 2437	\$ 3.84		\$ 23.08	
19-Sep-20	14.57	Don Gherardini 2438	\$ 3.84		\$ 55.95	
19-Sep-20	11.00	Credit Card Customer 2439	\$ 3.89	\$ 42.79		
19-Sep-20	15.68	Credit Card Customer 2440	\$ 3.89	\$ 61.00		
19-Sep-20	1.00	Cash Customer 2441	\$ 3.89			\$ 3.89
19-Sep-20	2.02	Credit Card Customer 2442	\$ 3.89	\$ 7.86		
20-Sep-20	5.12	Credit Card Customer 2443	\$ 3.89	\$ 19.92		
20-Sep-20	34.17	Credit Card Customer 2444	\$ 3.89	\$ 132.92		

[illegible]

SHELBY COUNTY AIRPORT

100LL COST OF SALES REPORT 2020

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		
January	548.07	\$ 4.20	\$ 1,300.43	\$ 1,069.70	\$ 10.54	\$ 2,380.67	\$ 3.65	\$ 3.88	\$ 63.81	\$ 2,189.30		\$ 191.37
February	500.98	\$ 4.20	\$ 1,457.36	\$ 618.32	\$ 21.00	\$ 2,096.68	\$ 3.65	\$ 3.88	\$ 62.06	\$ 2,004.92		\$ 91.76
March	871.94	\$ 4.20	\$ 2,601.45	\$ 1,022.02	\$ 26.33	\$ 3,649.80	\$ 3.65	\$ 3.88	\$ 97.64	\$ 3,479.13		\$ 170.67
April	1223.08	\$ 4.05	\$ 3,875.87	\$ 1,020.45	\$ 52.75	\$ 4,949.07	\$ 3.13	\$ 3.33	\$ 123.02	\$ 4,190.53		\$ 758.54
May	2590.68	\$ 3.53	\$ 4,858.18	\$ 4,221.53	\$ 41.01	\$ 9,120.72	\$ 2.54	\$ 2.70	\$ 136.88	\$ 7,128.48		\$ 1,992.24
June	1583.64	\$ 3.87	\$ 5,200.69	\$ 731.90	\$ 193.14	\$ 6,125.73	\$ 2.82	\$ 3.00	\$ 144.42	\$ 4,889.40		\$ 1,236.33
July	1492.55	\$ 3.88	\$ 4,873.61	\$ 858.14	\$ 63.68	\$ 5,795.43	\$ 3.14	\$ 3.34	\$ 146.97	\$ 5,126.49		\$ 668.94
August	1848.19	\$ 3.88	\$ 4,934.67	\$ 2,115.26	\$ 112.07	\$ 7,162.00	\$ 3.03	\$ 3.22	\$ 139.06	\$ 6,089.07		\$ 1,072.93
September	1401.38	\$ 3.88	\$ 4,067.35	\$ 1,332.82	\$ 33.92	\$ 5,434.09	\$ 3.22	\$ 3.42	\$ 119.48	\$ 4,913.95		\$ 520.14
October						\$ -						\$ #VALUE!
November						\$ -						\$ #VALUE!
December						\$ -						\$ #VALUE!
TOTAL	12060.51		\$ 33,169.61	\$ 12,990.14	\$ 554.44	\$ 46,714.19				\$ #VALUE!		\$ #VALUE!

\$30 Monthly Fee included in Arrow Fee Above

JET A COST OF SALES REPORT 2020

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		
January	0.26	\$ 3.85	\$ 1.00	\$ -	\$ -	\$ 1.00	\$ 2.33	\$ 2.48	\$ 0.03	\$ 0.67		\$ 0.33
February	125.00	\$ 3.85	\$ -	\$ -	\$ 481.25	\$ 481.25	\$ 2.33	\$ 2.48	\$ -	\$ 309.45		\$ 171.80
March	153.55	\$ 3.85	\$ 591.17	\$ -	\$ -	\$ 591.17	\$ 2.33	\$ 2.48	\$ 15.37	\$ 395.50		\$ 195.67
April	0.00					\$ -						\$ #VALUE!
May	86.21	\$ 3.85	\$ 331.90	\$ -	\$ -	\$ 331.90	\$ 2.00	\$ 2.13	\$ 9.96	\$ 193.15		\$ 138.75
June	0.00					\$ -						\$ #VALUE!
July	338.41	\$ 3.62	\$ 1,033.39	\$ 190.67	\$ -	\$ 1,224.06	\$ 1.89	\$ 2.01	\$ 24.80	\$ 704.37		\$ 519.69
August	124.23	\$ 3.59	\$ 419.85	\$ 27.18	\$ -	\$ 447.03	\$ 1.25	\$ 1.33	\$ 9.28	\$ 174.27		\$ 272.76
September	0.00					\$ -						\$ #VALUE!
October						\$ -						\$ #VALUE!
November						\$ -						\$ #VALUE!
December						\$ -						\$ #VALUE!
TOTAL	827.66		\$ 2,377.31	\$ 217.85	\$ 481.25	\$ 3,076.41				\$ #VALUE!		\$ #VALUE!

FUEL SURCHARGE/PURCHASE RECORD 2020-2021

[illegible]

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION
SHELBYVILLE, IL.

BOARD MEETING AGENDA

October 5, 2020

7:00 PM

- I. Call Meeting to Order**
- II. Guest Speaker (If Scheduled)**
- III. Approval of Minutes**
- IV. Approval of Treasurer's Report**
- V. Approval of Bills Presented**
- VI. Airport Manager's Report**
- VII. Unfinished Business**
- VIII. New Business**
- IX. Adjournment**

Road & Bridge Committee Meeting Minutes

- **Date and Time of Meeting:** October 9, 2020; 9am
- **Location of Meeting:** Shelby County Highway Department
1590 State Highway 16
Shelbyville, Illinois 62565
- **Roll Call:** Bruce Cannon, Larry Lenz, Jesse Durbin
 - Also in attendance: Alan Spesard
- **Approval of Last Month's Minutes**
 - Committee recommended approval
- **Financial Review**
 - Revenue has increased due to capital bill funding. Townships will have additional motor fuel funds for road maintenance next year.
- **Review Claims**
 - Committee recommended approval
- **New Business:**
 - Resolution to award salt storage shed to low bidder
 - Committee recommended approval to EAHC at a bid price of \$35,950; Highway department personnel will construct foundations for shed.
 - Guardrail Repair on Findlay Assumption road and on Tower Hill Herrick roads by Clevenger Co. are complete
 - Guardrail Damage on Findlay Road occurred on October 3rd. Waiting on accident report
 - Prairie bridge construction completed and open for traffic on 9-21-2020
 - Clarksburg railroad crossing approach completed on 9-16-2020
 - Westervelt railroad approach project has started
 - Received Stipulated Agreement for railroad crossing approach in Todds Point Township. Most likely will be approved for construction next year. Illinois Commerce Commission has agreed to provide 100% funding.
 - Received Agreement approval for GIS/Culvert assessment of participating Townships
 - Submitting Draft plans for Cowden-Herrick Road resurfacing by end of Month. Scheduled for bid letting in March 2020. Evaluating need to subcontract construction oversight
 - Our Bridge inspection program was audited by IDOT. This occurs about every 5 years. Report received and we did very well.
 - Received proposal from Hampton, Lenzini, and Renwick to perform bridge inspections due to lack of staff. Will evaluate and recommend a plan going forward at next meeting. Bridge inspections required to be performed in February and March each year.
 - Requesting renewal of Hammond & Reid Land Surveying LLC agreement to provide services for next calendar year.
 - County Engineer to submit to County Board for approval
 - Stop sign damage on Sigel County Highway is occurring frequently and is caused by young kids per photographs.
 - Insurance claim for Dump Truck damaged on October 2nd. Received accident report and quote for repair.
 - Airport Scott Jefson request highway department help with backhoe work.
 - Committee agreed to help Airport
 - Sheriff Department has requested fuel tank to be installed at highway department because they are having issues with their current filling stations.
 - Committee approved Sheriff's request to install fuel tank and security next to highway department fuel tanks. May also get request from Rescue Squad.
 - Working on replacing box culvert at Duvall corner on Country Club County Highway due to safety concerns.
 - County Auditor has requested all departments to submit Calendar Year End Financial Report that was previously administered by Jared.

Road & Bridge Committee Meeting Minutes

- County Clerk has requested we review Committee meeting dates for next year and submit changes as needed. Do we need two meetings?
 - Will discuss again next month to get input from Bryon Coffman
- **Old Business:**
 - **Review snow plow policy;** Contacted Christian, Cumberland and Fayette County for their policy – they do not have a written policy but they do same as us prepare for next winter.
 - October 9, 2020 discussion: As an initial step the County Highway department will increase service to Findlay and other areas by: ordering 25% more salt; installing storage shed; purchasing additional salt for Foreman's pickup truck salt spreader.
- **Adjournment: 10:45am; Next meetings scheduled for November 6th and 9th**

ENGINEERING PROJECT LIST

October, 2020

1. Construction Projects:

- a. Windsor Township bridge: Open; Final Documentation and IDOT audit
- b. Ash Grove/Big Spring Township Bridge: Open; Final documentation and IDOT audit
- c. Prairie Bridge: Open, Final Documentation and IDOT audit
- d. Clarksburg Railroad Crossing Approach: Open, Final documentation
- e. Westervelt Railroad Crossing Approach: Construction started 9/14/20
- f. Cowden-Herrick Road Resurfacing: Received IDOT approval for FY 2021; Design in-house; Scheduled for March 2021 Bid

2. Design Projects in progress:

- a. Cowden-Herrick Road: Design in-house; Submit Draft Plans in October
- b. Country Club Road: Design in-house; Project Report may be simplified per IDOT
- c. Findlay-Bethany Road: Design in-house
- d. Todds Point Railroad Crossing Approach: Design in-House
- e. Okaw Railroad Crossing Approach: Design in-house
- f. Westervelt County Highway Bridge: Consulting Engineering Firm
- g. Rural Township Bridge: Consulting Engineering Firm
- h. Flat Branch Township Bridge: Consulting Engineering Firm
- i. Rose Township Bridge: Consulting Engineering Firm
- j. Shelbyville Township Bridge: Consulting Engineering Firm
- k. Ridge Township Bridge: Consulting Engineering Firm
- l. Ash Grove/Big Spring Township Bridge: Consulting Engineering Firm
- m. Oconee Township Bridge: Consulting Engineering Firm
- n. Richland Township Bridge: Consulting Engineering Firm (proposed)
- o. Okaw RRxing 1975E: Design in-house

3. Miscellaneous Engineering Projects:

- a. Bridge Inspections: In-House inspections; Required by Federal Law
- b. Cross-Sections for over 300 Bridges: New IDOT requirement
- c. Right-Of-Way Plats and appraisals: Required to acquire easements
- d. Drainage Structure Highway Commissioner 50/50 Petitions: Constructed in-house
- e. Inspection/GIS of township culverts: Consulting Engineering Firm
- f. Grant Application submitted in June for Federal Land Access Program
- g. Administer Township MFT program – approve budgets; bid maintenance materials; provide advice to Highway Commissioners,

**Road & Bridge Committee
Meeting Minutes
October 8, 2020 @ 9:00 am**

- **Roll Call: Bruce Cannon, Larry Lenz**
 - Also in attendance: Alan Spesard
- **Salt Storage Shed Bid opening**
 - Low and only bidder was EAHC from Effingham at a bid price of \$35,950.
 - Committee inspected proposed location of shed and discussed construction
- **Photos and review of projects and issues:**
 - Guardrail repair on Findlay Road
 - Progress of Westervelt railroad crossing approach project
 - Progress of Prairie Bridge replacement project
 - Completed repair of guardrails on Findlay and Tower Hill roads
 - Clarksburg railroad crossing completed project
 - Committee inspected damage to Dump Truck that was struck by a Semi-Truck last Thursday. Agreed to discuss it further at tomorrow's meeting
- **Adjournment: 9:40 a.m. - Next meeting scheduled for October 9, 2020**

SCHEDULE OF PRICES

County Shelby

Local Public Agency Shelby County

Section 20-00000-00 SS

Route

Combination Letter	Sections Included in Combinations	Total

(For complete information covering these items, see plans and specifications)

Bidder's Proposal for making Entire Improvements

[illegible]

EAHC Structures



1410 E. Fayette Ave. / P.O. Box 942
Effingham, IL 62401
delalthoff@gmail.com
217-857-6566
217-857-6566 / 800-779-3242
cell: 217-343-6566 fax: 217-857-3511
delalthoff@gmail.com / www.eahc.net

Estimate

Estimate No: 002883
Date: 08/21/2020

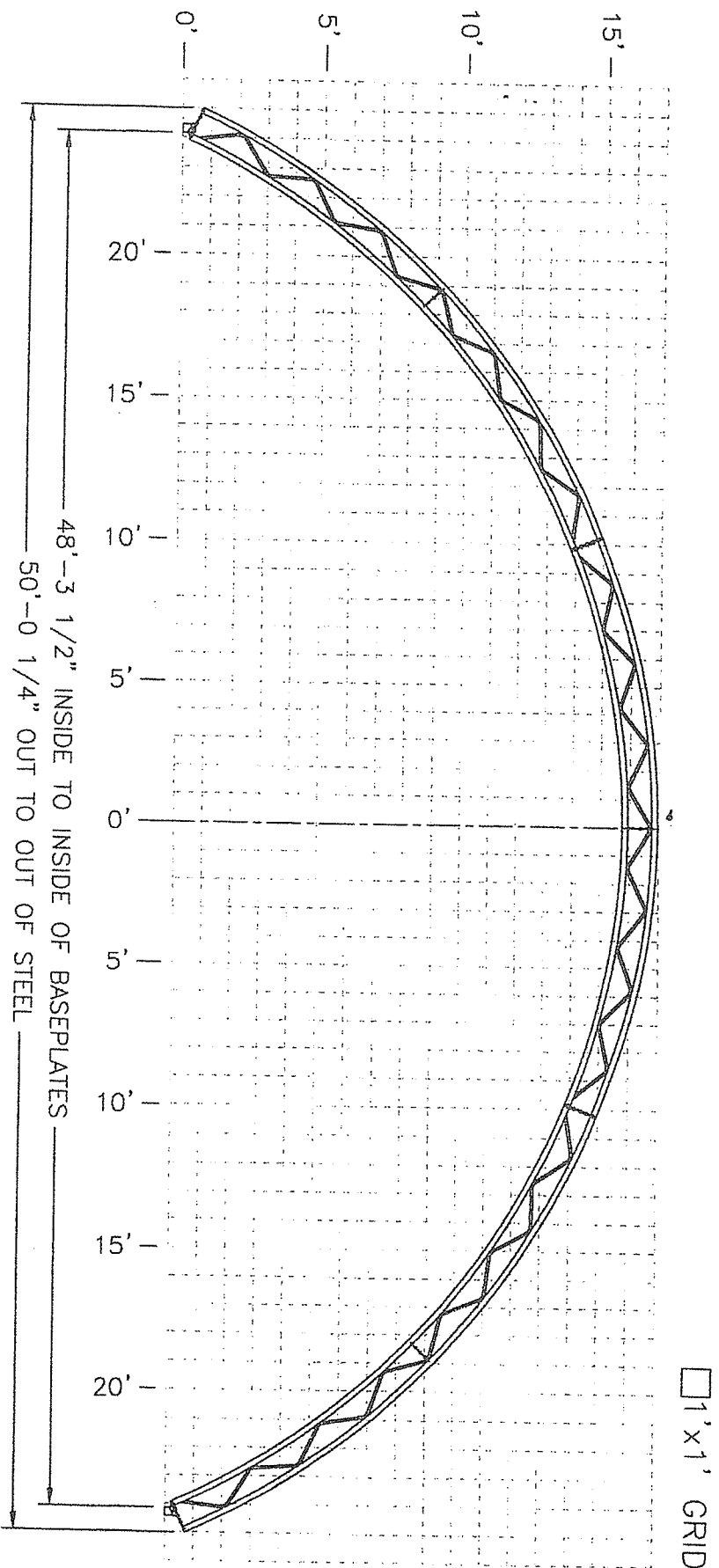
For: Shelby County Hwy Dept.
shelbycohwy@consolidated.net
1590 RT 16 W
Shelbyville, IL. 62565

Description	Quantity	Rate	Amount
Heritage Engineered Structure 50' x 84' w/ 14' oc Truss Arch (White) Hot Dipped Galv. Frame	1	\$18,900.00	\$18,900.00*
Fabric & Steel Frame End Wall Type 14 WT 2 w/ 4x4 Mesh Vent	1	\$2,590.00	\$2,590.00*
SS Anchors & Termination Material	1	\$1,780.00	\$1,780.00*
Freight	1	\$980.00	\$980.00*
Lift & Crane	1	\$1,400.00	\$1,400.00*
PW Labor (Erect Building on Your Foundation)	1	\$8,500.00	\$8,500.00*
Stamped Drawing (Building Only)	1	\$1,800.00	\$1,800.00*
Stacy Prosser Cell 217-259-3171 / Shop 217-774-3114 / Fax 217-774-2690 / Alan Spesard 217-774-2721			
TAX #	1	\$0.00	\$0.00

*Indicates non-taxable item

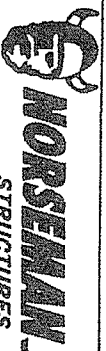
Subtotal	\$35,950.00
TAX 6.5%	\$0.00
Total	\$35,950.00

Total	\$35,950.00
--------------	--------------------



1'x1' GRID

REV.			<p>THIS DRAWING AND THE PROPRIETARY DESIGN IS PROTECTED BY NORSEMAN STRUCTURES. ANY REPRODUCTION IN WHOLE OR IN PART WITHOUT THE EXPRESSED WRITTEN CONSENT OF NORSEMAN STRUCTURES IS PROHIBITED. NOT FOR CONSTRUCTION OR PERMIT.</p> <p>PDL FILE NAME: QLS00 GRID PROFILE</p> <p>3815 WASHINGTON RD., SAVANNAH, GEORGIA 31406 PH: 1-306-385-2888 WWW.NORSEMANSTRUCTURES.COM</p>
1	RELEASED FOR PDL	MD 1 MAY 13	
	DESCRIPTION	BY DATE	





Prairie Bridge Completed



Findlay-Assumption Guardrail Damage



Westervelt Railroad Crossing
Progress as of 10-6-20



Guardrail Repair
Tower-Hill to Herrick Road



Guardrail repair
Findlay-Assumption Road



Clarksburg Railroad Crossing Final
600N

Public Health
All Bills were approved

Kenny Born

Richard Hayden

Lynn Williams

Time 10:00

10/13/2020

Court House

10:20

FILED

OCT 13 2020

Jessica Fox

SHELBY COUNTY CLERK

Fees & Salary
Oct 13, 2020

Frank Mulholland, David Switz, Barbara
Bennett

Claims were checked & approved.

FILED
OCT 13 2020

Jennie Fox
SHELBY COUNTY CLERK

Leese & Galary
Sept 30, 2020

Frank Mulholland, Dact
Bennett.

We met & interviewed
William Schmitz.

Mr. Schmitz is a Shelby
Co. resident & retired
from Ill. Dept of Corrections.

FILED
SEP 30 2020

Jessie Cox
SHELBY COUNTY CLERK

Purchasing Comm. Hce

Present

Lynn Williams ^{Kenny Borr}

10/13/2020
Time 9 AM

Terry Metzger

Gerry Gergeni

Cowdy Ditzler

Kenny Borr

Richard Hayden

2nd Terry Metzger
Motion Pass

Gerry Gergeni

Motion to Adjourn

2nd Cowdy Ditzler

Pass

FILED

OCT 13 2020

Jessie Cox

SHELBY COUNTY CLERK

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION

SEP 17 2020

TREASURER'S REPORT

August 31, 2020

SHELBY COUNTY CLERK

James Boy

Beginning Balance

August 1, 2020

\$ 44,582.44

Deposits

Arrow Energy--Credit Card Fuel Sales
Fuel Sales--Cash & Check
Rent
Shelby County Aviation--Ameren IP
Bank Interest

\$ 4,363.51
\$ 5,071.75
\$ 1,290.00
\$ 62.91
\$ 3.31
\$ 10,791.48
\$ 55,373.92

Bills Received and Paid

Shelby County Aviation--FBO August, 2020
Shelby Electric Cooperative
Steve Wempen--Bookkeeping August, 2020
Ameren Illinois
Illinois Department of Revenue--Sales Tax Payment
Arrow Energy--2355 Gallon 100LL @\$2.99 per gal
Sloan Implement--Def
John Deere Financial--New Tractor Payment 4 of 84
City Area Water Sewer Department
Consolidated Communications
Doty Sanitation Service--Dumpster for Baker Hangar Clean-up
Albion Radio Communications, Inc.--3rd Qrt NDB Maintenance
Paul Canaday--Shelbyville Ace Hardware/Paint for Runway Tires
Shelby County Aviation--Graber Bldg Supply/Angle & Screws
Neil Tire Shelbyville--Mower Tire Repair

\$ 3,500.00
\$ 749.62
\$ 200.00
\$ 84.17
\$ 407.00
\$ 7,058.28
\$ 6.45
\$ 751.36
\$ 21.30
\$ 264.10
\$ 425.00
\$ 420.00
\$ 132.00
\$ 89.34
\$ 14.33

\$ 14,122.95
\$ 41,250.97

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

\$ 41,250.97
\$ 2,092.26
\$ 36,175.06
\$ 2,519.19
\$ 2,375.00
\$ 268.85
\$ 21,466.03
\$ 106,147.36

SHELBY COUNTY AIRPORT and LANDING FIELD COMMISSION

MINUTES OF MEETING

August 10, 2020

Members present at meeting:

Commissioners--Rick Brown, Steve Wempen, Walt Lookofsky, Jeff Green, John Hall

County Board Members--Bob Simpson, Earl Baker, Bob Jordan

Airport Manager--Scott Jefson

Others Present-- Kevin Bernson

Commissioner Rick Brown calls the meeting to order.

Rick starts off the meeting with Kevin Bernson presenting his business. Kevin said he was there to talk about the Balloon Fest, that the COOP had cancelled and was not going to participate due to COVID-19 concerns.

Kevin then said two local winery's were wanting to do some kind of Balloon weekend and he wanted to include the airport if we wanted, but he would need us to sign a paper stating that he was not doing this with the Coop, only with their blessing. Kevin went on to explain that Arpeggio's would have something Friday evening and Willow Ridge would have something Saturday evening.

Kevin then mentioned the possible activities that could go on and the Young Eagle flights would fit right in if we wanted to participate. Kevin then mentioned Abby Hinton that does the Haunted Trails and Trunk or Treat each year said they would like to come out to the airport and try and work in the Trunk or Treat sometime after the Young Eagle flights. Kevin ask Scott if he was still wanting to do Young Eagle flights and Scott said yes if he could get the pilots. Scott asks Kevin what all is involved in the Trunk or Treat. Kevin said fifteen businesses would come in with their cars and let kids get treats out of the trunks and that they also had other activities and went on explain some. Some discussion about the different activities followed.

Kevin then said he wasn't there for a donation but asks if we wanted to take care of the porta-a-potties.

More discussion ensued on Balloon Fest and what the virus situation would be then. Rick mentioned for no longer than the Trunk or Treat would last, we wouldn't really need the expense of any port-a-potties. Kevin said if the Young Eagle flights and Trunk or Treat worked out, there could be one helicopter and Scott said he had cancelled them because the Balloon Fest had been cancelled and they have rescheduled to be somewhere else.

Walt mentions doing what we can do, along with the Young Eagle flights and see what happens. Scott replied it depends on whether or not he gets any pilots. Kevin said he would keep in touch with Scott and go from there. Kevin thanked the Commission and excused himself. Jeff mentions his concerns about having it, pretty well the same concerns as why the Coop is not going to participate. A lengthy discussion on whether or not to have the flights or the Trunk or Treat ensued.

Rick makes a motion to allow the Trunk or Treat to be held at the airport. Walt seconded the motion and it was approved by all saying aye. Rick said he would call Kevin and let him know.

The minutes were read by all. Walt made a motion to approve the minutes. It was seconded by Jeff and was approved by all saying aye.

Steve mentions getting an email from Linda Schum and she said she had just received the invoice for the CARES ACT that I had sent her a month earlier, didn't know where it had been but she had approved it and sent it on for processing. We should be receiving a check for \$21,000.

Steve also said he had been communicating with Rob Waller about the next set of hangars. Rob wanted to clarify that we wanted five box hangars approximately 42'-48' X 50' and we can play with those figured as long as we keep it at 12,000 sq. ft. or less and that the doors face the south. Some discussion on the size of the hangars and the layout followed. Steve also mentioned talking to Waller about painting the runway as a project with the money we transferred to another airport so we wouldn't lose it.

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

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

Bills Presented

Neil Tire Shelbyville--Mower Tire Repair	\$	14.33
Sloan Implement--Def	\$	6.45
Shelby County Aviation--Grabber Bldg. Supply--Angle & Screws	\$	89.34
Paul Canaday--Shelbyville Ace Hdw.--Paint for Runway Tires	\$	132.00
Albion Radio Communications, Inc.-- 3rd Qtr.. NDB Maintenance	\$	420.00

Walt makes a motion to accept the bills as presented. John seconded it and it was approved be all saying aye.

Manager's Report

Scott said the mowing was still going on. Scott continued with saying he took off for a week and we ran out of fuel. Scott said before leaving the airport Saturday and leaving Monday, he check the fuel and it showed we had 1125 gallon. Got a call Wednesday from Paul and were out of fuel.

Scott said he told Paul to call Steve that he was in Colorado. Steve said he did a download and it showed we had around 600+ gallons, but compared the gallons from the last load plus what was in the tank with the gallons sold and the math was there, so couldn't explain it unless we didn't adjust it when sticked it before the last fill up. Steve said he didn't see any loss but zeroed it this time before getting a load and we'll see where we're at next time.

The crop dusters have been super busy, we sold a lot of jet fuel and after a busy day he would stick the jet fuel and check the numbers with the computer and they were close enough where he felt comfortable with it and he leaves the jet fuel open now. There was only one malfunction where pilot took 68 gallons and it charged him 25 cents. With the fuel flow in these newer planes the pilot new he had taken 68 gallon so we billed him for it and he was good with it.

Scott said two of the companies, one of them was from Paris that we've never had here before, said they would send us a \$75 donation for the use of the airport and then Patchett also said they would send us a donation and he's been here twice. Another company was here, Adams from Louisiana and they have a base in Stonington.

Paul painted the tires while he was gone on vacation. Scott mentions the runway needing painted. Scott mentions Bakers hangar is all cleaned out and Don Gherardini is moved in and the pipe line plane is in Gherardini's old hangar. Steve asks Scott about how to handle the rent for Baker's hangar to Gherardini and then Gherardini's to the pipeline. Scott said that's why we need to get the new lease going so we can get things straighten out. Scott mentions a couple new tenants but needs the new lease finalized that evening so we can get moving on it.

Steve asks Scott for Garrett Wasson's address Scott said he would get it.

Scott said he has talked to four people about the eviction letter but hasn't talk to one of them. Steve said he had received four receipts back but hadn't received Anthony Krause's yet.

Scott also informed the commission that the men's toilet was out of service and that he had called Steve and Steve mentioned calling Alday and have them fix it. Rick said he thought Alday was having health issues and thought it might be better to get someone else. Walt mentioned having Hardy Plumbing do some work for him and was satisfied so it was decided that we call them for the repair.

End of Managers Report

Old Business

Rick mentions going over the new lease, and try and finalize it. Scott asks about item #5 not allowing a commercial operation and asks what the definition of a commercial operation is, wondering if Aerinova or the pipe line plane would be considered a commercial operation and it was decided they were not. Rick asks Scott about not allowing a project, only airworthy planes. Some discussion ensued on what is a project vs having a major time consuming repair because of unplanned damage. Rick asks about line 4 and the \$115 per hangar. Scott replied the old T-Hangars would be \$115 and the five newer T-Hangars would be \$125 per month. Walt said he removed the second sentence in item five that read, Not to rebuild an aircraft or operate a commercial operation. Rick asks Walt about the sixty days in item 6. Walt said he change that to 6 months without an airworthy airplane would result in termination of the lease.

Rick asks if there was anything else to discuss about the new lease. Steve mentioned someone, not one of the current renters, telling him there is was some people talking about the fuel surcharge and how it was going to hurt us and wondered if anyone had heard any feedback from any of the renters about the surcharge. Rick and Scott both said they hadn't and the other's said they hadn't either. Some discussion on the issue ensued.

Jeff makes a motion to accept the new lease as modified. John seconded it and it was approved by all saying aye. Scott asks Walt if he would send him the new lease and Walt said had just sent it. Scott said he would print them out and have the renters sign them as he sees them. Scott also asks about an effective date and it was set at September 1st, the beginning of our fiscal year. It was decided to set the half hangars at \$65. Scott mentions getting and email from Robert Hahn stating the cancellation of the NDB at the end of the year. Some discussion ensued on the issue. Earl asks Scott about the tires for the new tractor and Scott said he received an email that day and they've been set back to Oct. 30th. Scott asks about getting the runway painted before it freezes and Steve said he would check with Rob Waller. Some discussion followed on the matter.

Rick made a motion to adjourn and it was seconded by Walt.

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION RECORD JOURNAL

CHECK NO.	DATE	DESCRIPTION OF TRANSACTION	BUDGET ACCT NO.	DEBITS	CREDITS	BALANCE
	31-Jul-20	Balance Shelby County State Bank				\$ 44,582.44
5791	1-Aug-20	Shelby County Aviation--FBO August 2020	022-5210-12-023	\$ 3,500.00		\$ 41,082.44
5792	4-Aug-20	John Deere Financial--Payment 4 of 84	022-5455-12-023	\$ 751.36		\$ 40,331.08
5793	4-Aug-20	Doty Sanitation Service--Dumpster for Baker Hangar	022-9900-12-023	\$ 425.00		\$ 39,906.08
	5-Aug-20	Arrow Energy--Deposit			\$ 221.50	\$ 40,127.58
5794	7-Aug-20	Shelby Electric Cooperative	022-7800-12-023	\$ 749.62		\$ 39,377.96
5795	7-Aug-20	Arrow Energy--2355 Gal 100LL @ \$2.99 per Gal	022-8010-12-023	\$ 7,058.28		\$ 32,319.68
5796	7-Aug-20	City Area Water-Sewer	022-7800-12-023	\$ 21.30		\$ 32,298.38
	11-Aug-20	Illinois Department of Revenue--Sales Tax Payment		\$ 407.00		\$ 31,891.38
	14-Aug-20	Arrow Energy--Deposit			\$ 2,133.30	\$ 34,024.68
5797	18-Aug-20	Consolidated Communications	022-7800-12-023	\$ 264.10		\$ 33,760.58
5798	18-Aug-20	Sloan Implement Co--Def	022-7441-12-023	\$ 6.45		\$ 33,754.13
5799	18-Aug-20	Neil Tire Shelbyville--Mower Tire Repair	022-7441-12-023	\$ 14.33		\$ 33,739.80
5800	18-Aug-20	Albion radio Communications, Inc.--3rd Qrt. NDB Maintenance	022-7442-12-023	\$ 420.00		\$ 33,319.80
5801	18-Aug-20	Paul Canada--Shelbyville Ace/Paint for Runway Tires	022-7443-12-023	\$ 132.00		\$ 33,187.80
5802	18-Aug-20	Shelby County Aviation--Graber Bldg. Supply/Angle & Screws	022-7440-12-023	\$ 89.34		\$ 33,098.46
5803	18-Aug-20	Ameren IP--SCA 37528 \$22.36 Airport 06211 \$61.81	022-7800-12-023	\$ 84.17		\$ 33,014.29
5804	18-Aug-20	Steve Wempen--Bookkeeping August 2020	022-5220-12-023	\$ 200.00		\$ 32,814.29
	21-Aug-20	Arrow Energy--Deposit			\$ 574.81	\$ 33,389.10
	28-Aug-20	Rent--R Brown \$210, K Harshman \$95, B Brunken \$95				
		J Green \$95, B Cooper \$385, A Krause \$95				
		S Wempen \$210, J Livesay \$105				
	28-Aug-20	Fuel--\$5071.75 SCA/Ameren \$62.91 Rent--\$1290.			\$ 6,424.66	\$ 39,813.76
	31-Aug-20	Arrow Energy--Deposit			\$ 1,433.90	\$ 41,247.66
	31-Aug-20	Bank Interest			\$ 3.31	\$ 41,250.97
		Board Meeting--September 14, 2020				

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION RECORD JOURNAL

CHECK NO.	DATE	DESCRIPTION OF TRANSACTION	DEBITS	CREDITS	BALANCE
	1-Sep-19	Beginning Balance - First Federal 2019-2020			173.52
	17-Sep-19	Replacement Tax--7th Allocation	Ck.#7028	\$ 1,276.43	\$ 1,449.95
	19-Oct-19	Shelby County Treasurer	Ck.#962	\$ 14,940.30	\$ 16,390.25
1004	7-Nov-19	Transfer to SCSB	\$ 1,364.41		\$ 15,025.84
	27-Nov-19	Shelby County Treasurer	Ck.#1534	\$ 1,592.97	\$ 16,618.81
1005	29-Nov-19	Transfer to SCSB	\$ 16,518.81		\$ 100.00
	27-Dec-19	Replacement Tax--8th Allocation	Ck.#7061	\$ 211.98	\$ 311.98
1006	19-Jan-20	Transfer to SCSB	\$ 211.98		\$ 100.00
	18-Nov-19	CK Interest 10/31/19		\$ 2.38	\$ 102.38
	19-Nov-19	November Receipts		\$ 59.14	\$ 161.52
	27-Nov-19	Airport Reimburse--Sales Tax		\$ 1,250.85	\$ 1,412.37
	10-Oct-19	December Receipts		\$ 80.34	\$ 1,492.71
	17-Dec-19	CK Interest 11/30/19		\$ 3.30	\$ 1,496.01
	31-Dec-19	CK Interest 12/31/19		\$ 0.43	\$ 1,496.44
	14-Jan-20	January Receipts		\$ 51.21	\$ 1,547.65
	31-Jan-20	CK Interest 1/31/20		\$ 0.36	\$ 1,548.01
	5-Feb-20	Replacement Tax--1st Allocation	Ck.#7074	\$ 775.10	\$ 2,323.11
	20-Feb-20	February Receipts		\$ 36.03	\$ 2,359.14
	29-Feb-20	CK Interest 2/29/20		\$ 0.44	\$ 2,359.58
	29-Feb-20	Beginning Balance Adjustment		\$ 1.73	\$ 2,361.31
	27-Mar-20	Replacement Tax--2nd Allocation	Ck.#7088	\$ 154.09	\$ 2,515.40
	31-Mar-20	CK Interest--3/31/20		\$ 0.50	\$ 2,515.90
	14-Apr-20	Replacement Tax--3rd Allocation	Ck.#7100	\$ 1,063.99	\$ 3,579.89
1007	20-Apr-20	Transfer to SCSB	\$ 3,400.00		\$ 179.89
	30-Apr-20	MMD Interest 4/30/2020		\$ 0.63	\$ 180.52
	19-May-20	Replacement Tax--4th Allocation	Ck.#7112	\$ 680.23	\$ 860.75
	23-Jul-20	Replacement Tax--5th Allocation	Ck.#7124	\$ 706.75	\$ 1,567.50
	23-Jul-20	Shelby County Treasurer	EFT 2118	\$ 34,896.57	\$ 36,464.07
1008	30-Jul-20	Transfer to SCSB	\$ 34,896.57		\$ 1,567.50
	31-Jul-20	Interest Paid		\$ 2.13	\$ 1,569.63
	19-Aug-20	Replacement Tax--6th Allocation	Ck.#7180	\$ 522.26	\$ 2,091.89
	31-Aug-20	Interest Paid		\$ 0.37	\$ 2,092.26

August 31, 2020

[illegible]

Shelby County Airport and Landing Field Commission

Jet Fuel Sales 2019/20

DATE	QUANTITY	CUSTOMER INVOICE		PRICE	CREDIT CD	CHARGE	CASH
6-Sep-19	35.66	Credit Card Customer	1565	\$ 3.85	\$ 137.29	\$ -	\$ -
9-Sep-19	54.37	Credit Card Customer	1573	\$ 3.85	\$ 209.32	\$ -	\$ -
9-Sep-19	129.83	Credit Card Customer	1574	\$ 3.85	\$ 499.85	\$ -	\$ -
18-Sep-19	5.00	Credit Card Customer	1600	\$ 3.85	\$ 19.25	\$ -	\$ -
TOTAL	224.86				\$ 865.71	\$ -	\$ -
			TOTAL				\$ 865.71
					TOTAL		\$ 865.71
18-Oct-19	60.00	Brandon Stenzer--724-986-0142	1675	\$ 3.85	\$ -	\$ 231.00	\$ -
18-Oct-19		51.22 Gallon--Test	1676		\$ -	\$ -	\$ -
18-Oct-19		33.81 Gallon--Test	1677		\$ -	\$ -	\$ -
23-Oct-19	2.15	Credit Card Customer	1684	\$ 3.85	\$ 8.28	\$ -	\$ -
24-Oct-19		251.78 Gallon--Test	1686		\$ -	\$ -	\$ -
24-Oct-19		8.31 Gallon--Test	1687		\$ -	\$ -	\$ -
24-Oct-19		40.16 Gallon--Test	1688		\$ -	\$ -	\$ -
24-Oct-19		5.93 Gallon--Test	1690		\$ -	\$ -	\$ -
TOTAL	62.15				\$ 8.28	\$ 231.00	\$ -
			TOTAL				\$ 239.28
					TOTAL		\$ 1,104.99
12-Nov-19	0.37	Credit Card Customer	1711	\$ 3.85	\$ 1.42	\$ -	\$ -
12-Nov-19	30.85	Credit Card Customer	1712	\$ 3.85	\$ 118.77	\$ -	\$ -
16-Nov-19	9.69	Credit Card Customer	1719	\$ 3.85	\$ 37.31	\$ -	\$ -
22-Nov-19	61.04	Credit Card Customer	1724	\$ 3.85	\$ 235.00	\$ -	\$ -
TOTAL	101.95				\$ 392.50	\$ -	\$ -
							\$ 392.50
					TOTAL		\$ 1,497.49
19-Dec-19	81.05	Credit Card Customer	1761	\$ 3.85	\$ 312.04	\$ -	\$ -
19-Dec-19	98.46	Credit Card Customer	1762	\$ 3.85	\$ 379.07	\$ -	\$ -
TOTAL	179.51				\$ 691.11	\$ -	\$ -
							\$ 691.11
					TOTAL		\$ 2,188.60
26-Jan-20	0.26	Credit Card Customer	1793	\$ 3.85	\$ 1.00	\$ -	\$ -
TOTAL	0.26				\$ 1.00	\$ -	\$ -
							\$ 1.00
					TOTAL		\$ 2,189.60
26-Feb-20	125.00	St. Louis Helicopter (1-26-20)	1793	\$ 3.85	\$ -	\$ -	\$ 481.25
TOTAL	125.00	CORRECTED PUMP FAIL			\$ -	\$ -	\$ 481.25
							\$ 481.25
					TOTAL		\$ 2,670.85
5-Mar-20	45.97	Credit Card Customer	1835	\$ 3.85	\$ 176.98	\$ -	\$ -
13-Mar-20	56.89	Credit Card Customer	1848	\$ 3.85	\$ 219.03	\$ -	\$ -
23-Mar-20		Pump Test .18 Gal.	1869				
23-Mar-20		Pump Test 20.25 Gal.	1870				
23-Mar-20		Pump Test 22.10 Gal.	1871				
27-Mar-20	50.69	Credit Card Sale	1884	\$ 3.85	\$ 195.16	\$ -	\$ -

[illegible]

Shelby County Airport and Landing Field Commission

Fuel Sales

August, 2020

DATE	QUANTITY	CUSTOMER INVOICE	PRICE	CREDIT CD	CHARGE	CASH
2-Aug-20	12.97	Credit Card Customer 2269	\$ 3.89	\$ 50.45		
2-Aug-20	8.49	Don Gherardini 2270	\$ 3.84		\$ 32.60	
2-Aug-20	15.25	Barry Brunken 2271	\$ 3.84		\$ 58.56	
2-Aug-20	2.12	Credit Card Customer 2272	\$ 3.89	\$ 8.25		
3-Aug-20	15.13	Credit Card Customer 2273	\$ 3.89	\$ 58.86		
3-Aug-20	50.12	Scott Jefson 2274	\$ 3.84		\$ 192.46	
3-Aug-20	2.29	Credit Card Customer 2275	\$ 3.89	\$ 8.91		
3-Aug-20	4.00	Credit Card Customer 2276	\$ 3.89	\$ 15.56		
3-Aug-20	5.13	Credit Card Customer 2277	\$ 3.89	\$ 19.96		
3-Aug-20	6.05	Credit Card Customer 2278	\$ 3.89	\$ 23.53		
3-Aug-20	29.77	Credit Card Customer 2279	\$ 3.89	\$ 115.81		
4-Aug-20	7.28	Credit Card Customer 2280	\$ 3.89	\$ 28.32		
4-Aug-20	2.50	Credit Card Customer 2281	\$ 3.89	\$ 9.72		
5-Aug-20	14.25	Credit Card Customer 2282	\$ 3.89	\$ 55.43		
5-Aug-20	36.44	Credit Card Customer 2283	\$ 3.89	\$ 141.75		
5-Aug-20		Jet Fuel Sale 2284				
5-Aug-20	17.00	Credit Card Customer 2285	\$ 3.89	\$ 66.13		
5-Aug-20	19.51	Credit Card Customer 2286	\$ 3.89	\$ 75.89		
5-Aug-20	53.90	Credit Card Customer 2287	\$ 3.89	\$ 209.67		
6-Aug-20	10.11	Credit Card Customer 2288	\$ 3.89	\$ 39.33		
6-Aug-20		Aerinova Jet Fuel Use 2289-2291				
6-Aug-20	10.21	Matt Figgins 2292	\$ 3.84		\$ 39.21	
6-Aug-20		Aerinova Jet Fuel Use 2293-2296				
6-Aug-20	6.72	Credit Card Customer 2297	\$ 3.89	\$ 26.14		
6-Aug-20		Aerinova Jet Fuel Use 2298-2302				
6-Aug-20	16.95	Rick Brown 2303	\$ 3.84		\$ 65.09	
6-Aug-20	72.34	Ken Best 2304	\$ 3.84		\$ 277.79	
7-Aug-20	2.57	Cash Customer 2305	\$ 3.89			\$ 10.00
7-Aug-20	13.23	Don Gherardini 2306	\$ 3.84		\$ 50.80	
7-Aug-20	7.82	Credit Card Customer 2307	\$ 3.89	\$ 30.42		
7-Aug-20	5.12	Credit Card Customer 2308	\$ 3.89	\$ 19.92		
7-Aug-20	26.84	Credit Card Customer 2309	\$ 3.89	\$ 104.41		
8-Aug-20	22.39	Matt Figgins 2310	\$ 3.84		\$ 85.98	
8-Aug-20	15.44	Credit Card Customer 2311	\$ 3.89	\$ 60.06		
8-Aug-20	11.27	Credit Card Customer 2312	\$ 3.89	\$ 43.84		
8-Aug-20	5.12	Credit Card Customer 2313	\$ 3.89	\$ 19.92		
8-Aug-20	9.13	Credit Card Customer 2314	\$ 3.89	\$ 35.52		
8-Aug-20	11.80	Credit Card Customer 2315	\$ 3.89	\$ 45.90		
8-Aug-20	10.10	Credit Card Customer 2316	\$ 3.89	\$ 39.29		
8-Aug-20	7.99	Credit Card Customer 2317	\$ 3.89	\$ 31.08		
8-Aug-20	11.94	Scott Jefson 2318	\$ 3.84		\$ 45.85	
9-Aug-20	8.11	Credit Card Sale 2319	\$ 3.89	\$ 31.55		
10-Aug-20		Jet Fuel Sale 2320				
10-Aug-20	10.00	Credit Card Customer 2321	\$ 3.89	\$ 38.90		
10-Aug-20	54.04	Credit Card Customer 2322	\$ 3.89	\$ 210.22		
11-Aug-20	35.12	Credit Card Customer 2323	\$ 3.89	\$ 136.62		
11-Aug-20	5.13	Credit Card Customer 2324	\$ 3.89	\$ 19.96		
11-Aug-20	10.48	Barry Brunken 2325	\$ 3.84		\$ 40.24	
12-Aug-20	7.94	Credit Card Customer 2326	\$ 3.89	\$ 30.89		
13-Aug-20	33.73	Credit Card Customer 2327	\$ 3.89	\$ 131.21		
14-Aug-20	1.00	Credit Card Customer 2328	\$ 3.89	\$ 3.89		
14-Aug-20	10.03	Credit Card Customer 2329	\$ 3.89	\$ 39.02		
14-Aug-20	26.24	Cash Customer 2330	\$ 3.89			\$ 102.07
15-Aug-20	5.01	Credit Card Customer 2331	\$ 3.89	\$ 19.49		
15-Aug-20	20.61	Credit Card Customer 2332	\$ 3.89	\$ 80.17		
15-Aug-20	2.13	Credit Card Customer 2333	\$ 3.89	\$ 8.29		

16-Aug-20	15.13	Don Gherardini	2334	\$	3.84		\$	58.10			
16-Aug-20	2.44	Credit Card Customer	2335	\$	3.89	\$	9.49				
17-Aug-20	6.02	Credit Card Customer	2336	\$	3.89	\$	23.42				
18-Aug-20	12.42	Paul Canaday	2337	\$	3.84		\$	47.69			
18-Aug-20	15.12	Credit Card Customer	2338	\$	3.89	\$	58.82				
18-Aug-20	11.23	Credit Card Customer	2339	\$	3.89	\$	43.68				
18-Aug-20	5.02	Credit Card Customer	2340	\$	3.89	\$	19.53				
18-Aug-20	19.07	Credit Card Customer	2341	\$	3.89	\$	74.18				
18-Aug-20	11.75	Credit Card Customer	2342	\$	3.89	\$	45.71				
19-Aug-20	5.12	Credit Card Customer	2343	\$	3.89	\$	19.92				
19-Aug-20	41.85	Credit Card Customer	2344	\$	3.89	\$	162.80				
19-Aug-20	15.04	Credit Card Customer	2345	\$	3.89	\$	58.51				
19-Aug-20	49.50	Credit Card Customer	2346	\$	3.89	\$	192.56				
19-Aug-20	3.92	Barry Brunken	2347	\$	3.84		\$	15.05			
20-Aug-20	6.00	Wyatt Jesse	2348	\$	3.84		\$	23.04			
20-Aug-20	29.66	Credit Card Customer	2349	\$	3.89	\$	115.38				
20-Aug-20	1.00	Credit Card Customer	2350	\$	3.89	\$	3.89				
20-Aug-20	22.21	Credit Card Customer	2351	\$	3.89	\$	86.40				
21-Aug-20	6.12	Credit Card Customer	2352	\$	3.89	\$	23.81				
21-Aug-20	30.55	Credit Card Customer	2353	\$	3.89	\$	118.84				
21-Aug-20	12.04	Credit Card Customer	2354	\$	3.89	\$	46.84				
22-Aug-20	7.47	Paul Canaday	2355	\$	3.84		\$	28.68			
22-Aug-20	24.11	Credit Card Customer	2356	\$	3.89	\$	93.79				
22-Aug-20	15.12	Credit Card Customer	2357	\$	3.89	\$	58.82				
22-Aug-20	10.05	Scott Jefson	2358	\$	3.84		\$	38.59			
22-Aug-20	11.89	Ken Best	2359	\$	3.84		\$	45.66			
22-Aug-20	28.52	Rick Brown	2360	\$	3.84		\$	109.52			
22-Aug-20	23.36	Credit Card Customer	2361	\$	3.89	\$	90.87				
23-Aug-20	100.12	Don Kroenlein	2362	\$	3.84		\$	384.46			
23-Aug-20	40.16	Don Kroenlein	2363	\$	3.84		\$	154.21			
23-Aug-20	20.13	Credit Card Customer	2364	\$	3.89	\$	78.31				
23-Aug-20	5.11	Credit Card Customer	2365	\$	3.89	\$	19.88				
23-Aug-20	27.83	Scott Jefson	2366	\$	3.84		\$	106.87			
23-Aug-20	8.23	Scott Jefson	2367	\$	3.84		\$	31.60			
23-Aug-20	4.71	Credit Card Customer	2368	\$	3.89	\$	18.32				
24-Aug-20	13.11	Credit Card Customer	2369	\$	3.89	\$	51.00				
24-Aug-20	6.00	Credit Card Customer	2370	\$	3.89	\$	23.34				
25-Aug-20	50.11	Credit Card Customer	2371	\$	3.89	\$	194.93				
25-Aug-20	2.01	Credit Card Customer	2372	\$	3.89	\$	7.82				
26-Aug-20		Jet Fuel Sale	2373								
26-Aug-20	18.25	Credit Card Customer	2374	\$	3.89	\$	70.99				
26-Aug-20	55.11	Credit Card Customer	2375	\$	3.89	\$	214.38				
26-Aug-20	15.04	Credit Card Customer	2376	\$	3.89	\$	58.51				
27-Aug-20	30.46	Paul Canaday	2377	\$	3.84		\$	116.97			
27-Aug-20	5.11	Credit Card Customer	2378	\$	3.89	\$	19.88				
28-Aug-20	5.97	Credit Card Customer	2379	\$	3.89	\$	23.22				
28-Aug-20	21.27	Credit Card Customer	2380	\$	3.89	\$	82.74				
29-Aug-20	9.38	Credit Card Customer	2381	\$	3.89	\$	36.49				
30-Aug-20	1.08	Paul Canaday	2382	\$	3.84		\$	4.15			
30-Aug-20	15.12	Credit Card Customer	2383	\$	3.89	\$	58.82				
31-Aug-20	7.55	Credit Card Customer	2384	\$	3.89	\$	29.37				
31-Aug-20	16.17	Paul Canaday	2385	\$	3.84		\$	62.09			
23-Aug-20	60.11	Credit Card Customer	2386	\$	3.89	\$	233.83				
31-Aug-20	54.34	Credit Card Customer	2387	\$	3.89		211.38				
31-Aug-20	5.12	Credit Card Customer	2388	\$	3.89		19.92				
	1848.19					\$	4,934.67	\$	2,115.26	\$	112.07
			TOTAL							\$	7,162.00

SHELBY COUNTY AIRPORT

100LL COST OF SALES REPORT 2020

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		
January	548.07	\$ 4.20	\$ 1,300.43	\$ 1,069.70	\$ 10.54	\$ 2,380.67	\$ 3.65	\$ 3.88	\$ 63.81	\$ 2,189.30	\$	191.37
February	500.98	\$ 4.20	\$ 1,457.36	\$ 618.32	\$ 21.00	\$ 2,096.68	\$ 3.65	\$ 3.88	\$ 62.06	\$ 2,004.92	\$	91.76
March	871.94	\$ 4.20	\$ 2,601.45	\$ 1,022.02	\$ 26.33	\$ 3,649.80	\$ 3.65	\$ 3.88	\$ 97.64	\$ 3,479.13	\$	170.67
April	1223.08	\$ 4.05	\$ 3,875.87	\$ 1,020.45	\$ 52.75	\$ 4,949.07	\$ 3.13	\$ 3.33	\$ 123.02	\$ 4,190.53	\$	758.54
May	2590.68	\$ 3.53	\$ 4,858.18	\$ 4,221.53	\$ 41.01	\$ 9,120.72	\$ 2.54	\$ 2.70	\$ 136.88	\$ 7,128.48	\$	1,992.24
June	1583.64	\$ 3.87	\$ 5,200.69	\$ 731.90	\$ 193.14	\$ 6,125.73	\$ 2.82	\$ 3.00	\$ 144.42	\$ 4,889.40	\$	1,236.33
July	1492.55	\$ 3.88	\$ 4,873.61	\$ 858.14	\$ 63.68	\$ 5,795.43	\$ 3.14	\$ 3.34	\$ 146.97	\$ 5,126.49	\$	668.94
August	1848.19	\$	\$ 4,934.67	\$ 2,115.26	\$ 112.07	\$ 7,162.00	\$ 3.03	\$ 3.22	\$ 139.06	\$ 6,089.07	\$	1,072.93
September						\$ -						#VALUE!
October						\$ -						#VALUE!
November						\$ -						#VALUE!
December						\$ -						#VALUE!
TOTAL	10659.13		\$ 29,102.26	\$ 11,657.32	\$ 520.52	\$ 41,280.10						#VALUE!

\$30 Monthly Fee included in Arrow Fee Above

JET A COST OF SALES REPORT 2020

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		
January	0.26	\$ 3.85	\$ 1.00	\$ -	\$ -	\$ 1.00	\$ 2.33	\$ 2.48	\$ 0.03	\$ 0.67	\$	0.33
February	125.00	\$ 3.85	\$ -	\$ -	\$ 481.25	\$ 481.25	\$ 2.33	\$ 2.48	\$ -	\$ 309.45	\$	171.80
March	153.55	\$ 3.85	\$ 591.17	\$ -	\$ -	\$ 591.17	\$ 2.33	\$ 2.48	\$ 15.37	\$ 395.50	\$	195.67
April	0.00					\$ -						#VALUE!
May	86.21	\$ 3.85	\$ 331.90	\$ -	\$ -	\$ 331.90	\$ 2.00	\$ 2.13	\$ 9.96	\$ 193.15	\$	138.75
June	0.00					\$ -						#VALUE!
July	338.41	\$ 3.62	\$ 1,033.39	\$ 190.67	\$	\$ 1,224.06	\$ 1.89	\$ 2.01	\$ 24.80	\$ 704.37	\$	519.69
August	124.23	\$ 3.59	\$ 419.85	\$ 27.18	\$ -	\$ 447.03	\$ 1.25	\$ 1.33	\$ 9.28	\$ 174.27	\$	272.76
September						\$ -						#VALUE!
October						\$ -						#VALUE!
November						\$ -						#VALUE!
December						\$ -						#VALUE!
TOTAL	827.66		\$ 2,377.31	\$ 217.85	\$ 481.25	\$ 3,076.41						#VALUE!

SHELBY COUNTY AIRPORT AND LANDING FIELD COMMISSION
SHELBYVILLE, IL.

BOARD MEETING AGENDA

September 14, 2020

7:00 PM

- I. Call Meeting to Order**
- II. Guest Speaker (If Scheduled)**
- III. Approval of Minutes**
- IV. Approval of Treasurer's Report**
- V. Approval of Bills Presented**
- VI. Airport Manager's Report**
- VII. Unfinished Business**
- VIII. New Business**
- IX. Adjournment**

Lees & Galary
Sept 30, 2020

Frank Mulholland, Doct
Bennett

We met & interviewed
William Schmitz.

Mr. Schmitz is a Shelby
Co. resident & retired
from Ill. Dept of Corrections.

FILED
SEP 30 2020

Jessie Fox

SHELBY COUNTY CLERK

Law Enforcement Committee

Meeting Agenda October 1, 2020 & Meeting Minutes

The meeting was called to order at 9:00a.m. with the following present: Sheriff Don Koonce, Undersheriff Sean McQueen, SrSgt. Jeffrey Wood, Gary Patterson, Bob Simpson, Denny Drnjevic.

1. Approval of minutes of September Meeting

-A motion to approve the minutes of the September meeting was made by Bob Simpson and was seconded by Denny Drnjevic with all in favor during vote.

2. Sergeants Pay/Undersheriff Position

-Sean McQueen was introduced as the new Undersheriff of Shelby County.

-Discussed the process of implementing Sergeants pay.

3. Jail Administrator Union Position

-Request to discuss the job at Closed Session on October 14th County Board Meeting.

4. Union Contract

-Revisions to the FOP contract have been sent to county officials for approval.

5. CURES-\$ Grant

-Discussion on the matter-Undersheriff McQueen will be looking into the grant.

6. Phone Dump Donation/Equipment Purchase

-Discussion of a donation to the Sheriff's Office from the Shelby County Energy Center, LLC.

7. New Gas Tank

-Discussion on the matter. Sheriff will be putting this matter for up for bids.

8. Overpayment by Treasurer for Overtime not Requested

-Discussed the matter. Matter is still occurring.

9. Review Expenditures

-Committee Reviewed Expenditures.

There was a Motion to Adjourn the Meeting by Bob Simpson and Seconded by Denny Drnjevic with all in favor during vote.

Meeting Adjourned at 12:00pm.

Law Enforcement Committee Special Meeting
Meeting Agenda October 6, 2020 & Meeting Minutes

The meeting was called to order at 9:42a.m. with the following present: Sheriff Don Koonce, Undersheriff Sean McQueen, SrSgt. Jeffrey Wood, Gary Patterson, Bob Simpson, Denny Drnjevic and States Attorney Gina Vonderheide.

1. Clothing Allowance

-Discussion of the matter.

2. Jail Administrator Position

-Sheriff will decide the course of action after discussion of the matter.

3. Overtime Deputies

-Discussion of the matter.

There was a Motion to Adjourn the Meeting by Gary Patterson and Seconded by Bob Simpson with all in favor during vote.

Meeting Adjourned at 11:11am.

Shelby Co. Animal Control 9-30-20

In Attendance:

Brad Hudson
Robert Simpson

Terry Metzger
Robert Jordan

Committee met and ~~met~~ signed-off on bills.

Committee discussed dog incident and agreed not to drop billing at this time.

Brad talked to us about a family pigs (sow & 7 piglets) outside their pen north of Strasburg - Brad is talking with game warden & state biologist ^{should} have pigs taken care of by next meeting.

Committee gave Brad OK to start looking into new vehicle as present truck just turned 100,000 miles. Brad is looking into a new cover also - the old cover is leaking badly.

Jordan made motion to adjourn Simpson 2nd.

FILED

SEP 30 2020

Jessie Cox

SHELBY COUNTY CLERK

September 25, 2020

FILED
SEP 28 2020

Shelby County Board Members

Jamie Dyer
SHELBY COUNTY CLERK

My name is Karla Schultz and I live in rural Stewardson. I have lived here for over 30 years. I vote in elections. Apparently, I have been voting for the wrong people. OUR county is a disaster. So much going on that needs addressed. I do not think I need to list those issues. I'm quite sure you are aware. Some of you have served on this board as long as I have lived here. My question is how could you let this happen? You have not led our county in the right direction. And now you will probably be asking for a increased TAX LEVY!! One a certainly am not for. You should be held accountable for your bad decisions or lack of understanding how to run a county board. You have let so many things to unnoticed and turned a deaf ear or eye over the years. It is not the taxpayer's fault for your bad decisions, lack of direction and bad spending. I have watched your meetings and they are ridiculous, unprofessional and an embarrassment to Shelby County. Especially when you are told you are doing something against the law and do it anyhow. Its time you wake up and take leadership. That is what you were voted to do. I cannot stress enough how disappointed I am of the managing of Shelby County. It is time for you to take responsibility for our future. And again a increased tax levy is not the answer to our problems. It is spending, bad management and negligence that has our county in such a bad state.


Karla Schultz