

CARROLL COUNTY BOARD MEETING
301 N. MAIN ST., MT. CARROLL, IL
SMALL COURTROOM
SEPTEMBER 4, 2025, AT 4:00 P.M.

INVOCATION was given by County Board Member Kevin Barnes.

CALL TO ORDER – Chair Bickelhaupt called the Board meeting to order at 4:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL-Roll call shows Julie Bickelhaupt, William Iske, Susan Jacobs, Christopher Flikkema, David Soldat, Melinda Appel, Kevin Barnes and Jason Beyers. Ronald Preston was absent.

PUBLIC COMMENTS-No Public Comments.

CONSENT AGENDA- Chair Bickelhaupt presented the consent agenda. Motion by Jacobs, seconded by Soldat to approve the Consent Agenda. Roll call shows Jacobs, Bickelhaupt, Appel, Soldat, Barnes, Iske, Flikkema, Beyers all voting aye. Motion carried.

TABLED ITEMS- Chair Bickelhaupt presented for Approval of Payroll Service Program. Treasurer Lydia Hutchcraft has spoken with department heads about their questions and concerns. She has also spoken with several other counties on which Payroll Service Program they use. During discussion, Treasurer Hutchcraft was asked which software she preferred. She stated Wipfli, since they are our Auditors and we have a good working relationship with them. Chair Bickelhaupt and County Administrator Jachnicki agreed that Wipfli was also their preference. Motion by Iske, seconded by Jacobs to approve Wipfli Payroll Service Program with a month-to-month contract (monthly payment: \$1816.42 / annual payment: \$21,797). Roll call shows Beyers, Iske, Appel, Bickelhaupt, Jacobs, Flikkema, Barnes and Soldat all voting aye. Motion carried.

DEPARTMENT REPORTS

Animal Control- ACO Lisa Larson was not present.

Assessor- Chief County Assessor Annette Gruhn reported that the office is continuing to input data from Rock/Lima and Elkhorn Grove reassessment.

Circuit Clerk- Circuit Clerk Patty Hiher advised no report.

County Clerk-County Clerk Amy Buss reported that new voter registration cards will be mailed out to Carroll County voters. This expense is covered by reimbursement from the IVRS grant.

Emergency Management-Emergency Director Jim Klinefelter was not present. County Administrator Bob Jachnicki advised no report.

GIS-GIS Director Jermey Hughes was not present. County Administrator Bob Jachnicki advised no report.

Highway-A monthly report was submitted. County Engineer Sara Renkes was not present.

Health Department-Dawn Holland was not present.

Probation-Probation Manager Officer Steve Brown reported their annual plan was submitted to the State and it has been approved. He thanked Treasurer Hutchcraft for helping with the salary information that was needed for the report.

Sheriff-Sheriff Ryan Kloepping reported that he and County Administrator Jachnicki have been working on bid specs for the soffit and fascia replacement. Several companies have inquired and have asked for more information. With the size of the project, they think it's best to get the pertinent projects done before winter, then rebid in the spring.

State's Attorney-State's Attorney Aaron Kaney advised no report.

Transit- PCOM Mary Maszk reported that the approved grant applications have been signed and monies should be released soon.

Treasurer- Treasurer Lydia Hutchcraft advised no report.

Zoning/Zoning Board of Appeals-Zoning Officer Jaicee Buckner reported that the Zoning Board of Appeals will meet on October 6th in the conference room but was not sure of the exact time.

County Administrator- County Administrator Jachnicki reported there will be a Department Head meeting on September 11th at the Highway office at 12 noon.

AFFILIATE REPORTS

Blackhawk Hills Regional Council-No Report.

Business Employment Skills Team/Workforce-No Report.

Community Mental Health-No Report.

Emergency Telephone System-No Report.

Health Board-No Report.

Hotel/Motel Board-No Report.

Jo Daviess/Carroll Co. Joint Action Solid Waste Agency- County Board Member Appel informed the Board that there will be a recycling event at the Carroll County Highway Department on September 27th starting at 9 a.m. She will make sure information is available for the County website.

LRA-A monthly report was submitted.

NWILED-A monthly report was submitted.

Senior Services Board-No Report.

Tri-County Opportunities Council-No Report.

United County Council of Illinois-No Report.

Veterans Assistance Commission-No Report.

Whiteside/Carroll & Jo/Carroll Enterprise Zones-No Report.

COMMITTEE REPORTS

Ad Hoc Inmate Housing Committee- County Board Member Iske advised no report.

Ad Hoc Transit Garage Committee-County Board Member Flikkema advised no report.

Ad Hoc Planning and Development Committee- Chair Bickelhaupt reported the committee is still working on collecting data and determining the biggest issues that need to be addressed by this data.

Ad Hoc Highway Committee- County Board Member Appel reported that the committee met on August 27th. The next meeting is scheduled for September 10th at 8 a.m. at the Highway office.

BUSINESS

1. Chair Bickelhaupt presented for Approval of Raffle License for Mississippi Flyway Waterfowl USA. Motion by Jacobs, seconded by Soldat to approve. Motion carried.
2. Chair Bickelhaupt presented for Approval of Raffle License for Northwest Illinois Ducks Unlimited. Motion by Jacobs, seconded by Iske to approve. Motion carried.
3. Chair Bickelhaupt presented for Approval of Raffle License for Rotary Club of Savanna #3096. Motion by Soldat, seconded by Jacobs to approve. Motion carried.
4. Chair Bickelhaupt presented for Approval of Raffle License for West Carroll After Prom. Motion by Jacobs, seconded by Flikkema to approve. Motion carried.
5. Chair Bickelhaupt presented for Approval of Woodland Township Bridge Aid request to replace the culvert located on West Point Road. The total amount of the project is \$6,210. County Administrator Bob Jachnicki explained the Township Bridge Aid request. Motion by Iske, seconded by Jacobs to approve. Roll call shows Soldat, Barnes, Flikkema, Appel, Jacobs, Beyers, Bickelhaupt and Iske all voting aye. Motion carried.
6. Chair Bickelhaupt presented for Approval of Resolution for the County's Bridge Aid fund for \$3,105. County Administrator Bob Jachnicki explained the Resolution. Motion by Iske, seconded by Jacobs to approve. Roll call shows Appel, Iske, Beyers, Flikkema, Bickelhaupt, Jacobs, Soldat and Barnes all voting aye. Motion carried.
7. **Budget Presentations**
 - Chief County Assessor Gruhn and Deputy Assessor Dimmick presented the budget for Fund 11 (General), Department 05 (Assessors) and Department 06 (Board of Review).
 - Circuit Clerk Hiher presented the budget for Fund 11 (General), Department 23 (Jury Expenses), Department 27 (Circuit Clerk), Fund 22 (Court Automation), Fund 47 (Document Storage), Fund 49 (Child Support Fee Fund), Fund 50 (Circuit Clerk Funds), Fund 57 (Circuit Clerk Operations and Admin. Fund), and Fund 88 (E-Citation).
 - Coroner Matt Jones presented the budget for Fund 11 (General), Department 18 and Fund 72 (Coroners Fees).
 - PCOM Maszk presented the budget for Fund 74 (Transportation Grant).

EXECUTIVE SESSION-None

CHAIR REPORT- No Report.

APPOINTMENTS- Chair Bickelhaupt presented for Approval to temporarily appoint County Board Member David Soldat to replace County Board Member Preston due to illness to the Tri-County Opportunities Council. Motion by Jacobs, seconded by Flikkema to approve. Motion carried.

Motion by Iske, seconded by Flikkema to adjourn at 5:31 p.m. Motion carried.

The next board meeting will be on September 18, 2025, at 9:30 a.m. in the small courtroom.

Minutes submitted by Amy R. Buss, County Clerk and Recorder