

CARROLL COUNTY BOARD MEETING

Small Courtroom, Courthouse

April 17, 9:30 A.M.

*****PLEASE SILENCE CELL PHONES*****

Call to Order

Opening Prayer

Pledge of Allegiance

Roll Call

Public Comments

Consent Agenda

- 1. Approval of the April 3rd Meeting Minutes**
- 2. Approval of Bills Paid in Vacation**
- 3. Approval of Committee on Claims**

Tabled Items

Department Reports

Animal Control

Assessor

Circuit Clerk

County Clerk & Recorder

Emergency Management

GIS

Highway

- 1. Monthly Report**

Health Department

Probation

Sheriff

States Attorney

Transit

- 1. Monthly Report**

Treasurer

Zoning/ZBA

County Administrator

Affiliate Reports

Blackhawk Hills Regional Council – Kevin Barnes

Business Employment Skills Team/Workforce – Chris Flikkema

Community Mental Health Board – Melinda Appel

Emergency Telephone System Board – Matt Magill, 911 Director

Health Board – William Iske

Hotel/Motel - Susan Jacobs

Jo Daviess Carroll Co. Joint Action Solid Waste Agency – Chris Flikkema

LRA – Susan Jacobs

NWILED – Susan Jacobs

Senior Services Board – Dave Soldat

Tri-County Opportunities Council – Ronald Preston

1. Monthly Report

United County Council of Illinois – Julie Bickelhaupt

Veterans Assistance Commission – Susan Jacobs

1. Monthly Report

Whiteside/Carroll & Jo/Carroll Enterprise Zones – Julie Bickelhaupt

Committee Reports

Ad Hoc Inmate Housing Committee – William Iske

Ad Hoc Transit Garage Committee – Chris Flikkema

Ad Hoc Planning and Development Committee – Julie Bickelhaupt

Business

- 1. Contract agreement with Willet Hoffman and Associates to oversee the construction of Big Cut Road Bridge project for \$174,849.00.**
- 2. Approval of Computer Dynamics 3-year renewal of Cyber Protection Firewall in the amount of \$6,859.**

Executive Session

Chair Report

Appointments

- 1. Approval of Reappointments – Board of Review Terms Ending 2027**
Judy Dampman
Richard Dulaney
- 2. Approval of Kevin Folk, Milledgeville Fire Trustee – Term Ending 2028**

Adjournment

Next Meeting – County Board Meeting – May 1, 2025, at 4:00 p.m.

CARROLL COUNTY BOARD MEETING

301 N. MAIN ST., MT. CARROLL, IL
IN SMALL COURTROOM
APRIL 3, 2025 AT 4:00 P.M.

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

INVOCATION was given by County Board Member Melinda Appel.

PLEDGE OF ALLEGIANCE

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

PUBLIC COMMENTS – No Public Comments.

CONSENT AGENDA – Chair Bickelhaupt pulled the March 20, 2025, Board Meeting minutes due to a correction that needed to be made. County Board Member Beyers noted that under Business Number 4 it should read “All voted aye, except Preston voting nay.” It read “All voted aye, except Present voting nay.” Motion by Flikkema, seconded by Preston to accept minutes with this correction. Motion carried.

Chair Bickelhaupt presented the consent agenda for approval.

1. Approval of Bills Paid in Vacation
2. Approval of Committee on Claims

Motion by Jacobs, second by Appel to approve the consent agenda. Roll call vote shows Jacobs, Barnes, Appel, Flikkema, Soldat, Bickelhaupt, Beyers and Preston all voting aye. Motion carried.

TABLED ITEMS – None

DEPARTMENT REPORTS

Animal Control- ACO Lisa Ashby was not present.

Assessor- Chief County Assessor Annette Gruhn reported that the County has received the 2024 Final Equalization Factor. It is 1.0000. Her office is currently inputting the 2025 Assessment Data. Rock Creek-Lima, Elkhorn Grove and Wysox are being assessed for 2025.

Circuit Clerk- Circuit Clerk Patty Hiher was present advised no report.

County Clerk- County Clerk Amy Buss was present advised no report.

Emergency Management- Emergency Management Director Jim Klinefelter was not present.

GIS- Deputy Assessor Koltin Dimmick was present advised no report.

Highway –County Engineer Sara Renkes updated the Board on Pre-construction on Big Cut Bridge, closure of Ideal Road on April 7th and possible action items on the April 17th Board Agenda.

Health Department – Dawn Holland was present advised no report.

Probation –Probation Managing Officer Steve Brown was present advised no report.

Sheriff & Property - Sheriff Ryan Kloepping reported that there will be a 12-week wait on getting the new Chairlift installed. It will take NuTrend, seven days to complete installation.

State's Attorney – Assistant State's Attorney Liz Conroy was present advised no report.

Transit – PCOM Mary Maszk was present advised no report.

Treasurer – County Treasurer Lydia Hutchcraft informed the Board that the new checking account for the Health Department has been opened, and monthly balancing is much easier.

Zoning/Zoning Board of Appeals – Zoning Officer Jaicee Buckner announced she is glad to be back from maternity leave. She is working on Zoning violations.

County Administrator – County Administrator Robert Jachnicki was present advised no report.

AFFILIATE REPORTS

Blackhawk Hills Regional Council – No Report.

Business Employment Skills Team/Workforce – No report.

Community Mental Health Board – No report.

Emergency Telephone System – No report.

Health Board – No report.

Hotel/Motel – No report.

Jo-Carroll Enterprise Zone – No report

Jo Daviess Carroll County Joint Action Solid Waste Agency – Flikkema reported that there is a Recycling Event on April 26th from 9 a.m. till 12 noon at 330 N. West St., Elizabeth, IL.

LRA – No report.

NWILED – No report.

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 – Mr. Iske was absent. No report.

Ad Hoc Transit Garage Committee- Mr. Flikkema reported that the committee is just waiting for information on funding.

Business

1. Chair Bickelhaupt presented for Approval of Raffle License for Thomson Fast Trax. Motion by Jacobs, seconded by Flikkema to approve raffle. Motion carried.
2. Chair Bickelhaupt presented for Approval of Raffle License for Lanark Community Club. Motion by Jacobs, seconded by Preston to approve raffle. Barnes abstained from voting due to him being a member of the Lanark Community Club. Motion carried.
3. Chair Bickelhaupt presented for Discussion of Carroll County Comprehensive Plan development and approval of Ad Hoc Planning Development Committee.

County Administrator Jachnicki explained the need for a new Comprehensive Plan, Benefits, Development, Key elements and Timeline.

Motion by Jacobs, seconded by Soldat to approve Ad Hoc Planning and Development Committee which consists of Board Members Bickelhaupt, Iske, Flikkema and Beyers. Roll call shows Barnes, Appel, Jacobs, Flikkema, Preston, Soldat, Bickelhaupt and Beyers all voting aye. Motion carried.

EXECUTIVE SESSION - None

CHAIRMAN REPORT – No report.

APPOINTMENTS –

Chair Bickelhaupt presented Approval of Fire Trustees-All terms ending in 2028

- Thomson-Paul Moltmann-Reappointment
- Chadwick-Cynthia Ottens-Reappointment
- Lanark-Chris Lower-Reappointment
- Mt. Carroll-Marty Rapp-Reappointment
- Milledgeville
- Savanna-Tom Ritchie-Reappointment
- Shannon-Thomas Kempel-Reappointment

Motion by Jacobs, seconded by Flikkema to approve all reappointments. Motion carried.

Chair Bickelhaupt presented Charla Spathies & David Schmit for Reappointment to the Hotel/Motel Board with term ending 2027. Motion by Beyers, seconded by Barnes to approve. Motion carried.

Chair Bickelhaupt presented Bill Robinson for Reappointment with the term ending in 2028 to the LRA Board. Motion by Jacobs, seconded by Preston to approve. Motion carried.

Chair Bickelhaupt presented Dennis Roberts for Reappointment with the term ending in 2027 to FTZ Board. Motion by Jacobs, seconded by Preston to approve. Motion carried.

Chair Bickelhaupt announced that the next Board meeting will be April 17, 2025 at 9:30 a.m.

Motion by Jacobs, seconded by Preston to adjourn the meeting at 4:37 p.m.

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

Selection Criteria:

Vendor =

Bank =

Bills Paid in Vacation

Batch = COUNTING CENTER

Due Date =

Invoice Date =

Open Invoices by Fund/Department (APLT22)**Carroll County**

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	07	ELECTIONS			
6240	ARLENE BICKELHAUPT		01107005019	JUDGES, BALLOTS & SUPPLIES	\$175.00
	20225 CONSOLIDATED	4/1/2025	COUNTING CENTER & NURSING HOME		
640218	JAMES STRAUCH		01107005019	JUDGES, BALLOTS & SUPPLIES	\$75.00
	2025 CONSOLIDATED	4/1/2025	COUNTING CENTER		
640840	LINDA KESSLER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$75.00
	2025 CONSOLIDATED	4/1/2025	COUNTING CENTER		
184	LONI AUDE		01107005019	JUDGES, BALLOTS & SUPPLIES	\$75.00
	2025 CONSOLIDATED	4/1/2025	COUNTING CENTER		
640298	MARYBETH LANDHERR		01107005019	JUDGES, BALLOTS & SUPPLIES	\$75.00
	2025 CONSOLIDATED	4/1/2025	COUNTING CENTER		
640217	MICHAEL STRAUCH		01107005019	JUDGES, BALLOTS & SUPPLIES	\$75.00
	2025 CONSOLIDATED	4/1/2025	COUNTING CENTER		
640683	RANDALL ADOLPH		01107005019	JUDGES, BALLOTS & SUPPLIES	\$75.00
	2025 CONSOLIDATED	4/1/2025	COUNTING CENTER		
640238	RICK KESSLER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$75.00
	2025 CONSOLIDATED	4/1/2025	COUNTING CENTER		
Subtotal for Department: 07 :				\$700.00	
Total for Fund: 011 :				\$700.00	

Selection Criteria:

Vendor =

Bank =

Batch = JUDGES

Due Date =

Invoice Date =

Open Invoices by Fund/Department (APLT22)**Carroll County**

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	07	ELECTIONS			
640828	ARLYN J. HUIZENGA		01107005019	JUDGES, BALLOTS & SUPPLIES	\$21.60
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
6716	BARBARA JO RUTER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$31.50
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
6798	CAROL STONER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$35.00
	2025 CONSOLIDATED	4/7/2025	PICKUP / DELIVER		
1580	CARROLL CO. FARM BUREAU		01107005022	HELP AMERICA VOTE ACT	\$100.00
	2025 CONSOLIDATED	4/7/2025	POLLING LOCATION		
820	CHERRY/GROVE SHANNON TWP.		01107005022	HELP AMERICA VOTE ACT	\$140.00
	2025 CONSOLIDATED	4/7/2025	ELECTION		
640920	CRAIG A. BAULING		01107005019	JUDGES, BALLOTS & SUPPLIES	\$39.20
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
640297	DARLA BURKHOLDER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$16.50
	2025 CONSOLIDATED	4/7/2025	MILEAGE TO POLLING LOCATION		
640827	DEBORAH HUIZENGA		01107005019	JUDGES, BALLOTS & SUPPLIES	\$35.00
	2025 CONSOLIDATED	4/7/2025	PICKUP / DELIVER		
640932	DEBRA HEREAU		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2025 CONSOLIDATED	4/7/2025	DELIVER TO COURTHOUSE		
640930	DENISE A. HARRIDGE		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2025 CONSOLIDATED	4/7/2025	DELIVER TO COURTHOUSE		
6832	DEONNE R. TITUS		01107005019	JUDGES, BALLOTS & SUPPLIES	\$27.10
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
640562	DIANE M BRADBURY 2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$28.20
640707	DIANE MANIKOWSKI 2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER, MILEAGE, NURSING HOME JUDGE	JUDGES, BALLOTS & SUPPLIES	\$123.80
6790	DOLORIS A. STITZEL 2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$31.50
1490	ELKHORN GROVE TOWNSHIP 2025 CONSOLIDATED	4/7/2025	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$140.00
1650	FAIRHAVEN TOWNSHIP 2025 CONSOLIDATED	4/7/2025	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$165.00
1600	FREEDOM TOWNSHIP 2025 CONSOLIDATED	4/7/2025	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$140.00
640970	JANELL HARTMAN 2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$21.60
261	JANET BARKLEY 2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP SUPPLIES	JUDGES, BALLOTS & SUPPLIES	\$20.00
640664	JANET HOCKMAN 2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP / DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$36.10
6822	JANICE S. VANDREW 2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP / DELIVER	JUDGES, BALLOTS & SUPPLIES	\$35.00
640829	JOAN S. BROOKS 2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP / DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$36.10
640926	JODY SWIECH 2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER TO COURTHOUSE	JUDGES, BALLOTS & SUPPLIES	\$15.00
6499	JOHN A. JIRGENSON 2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$41.40
6830	JOSEPH TITUS 2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP / DELIVER / MILEAGE / NURSING HOME	JUDGES, BALLOTS & SUPPLIES	\$146.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
	Invoice	Inv Date	Invoice Description		
1276	JUDY DAMPMAN		01107005019	JUDGES, BALLOTS & SUPPLIES	\$44.90
	2025 CONSOLIDATED	4/7/2025	PICKUP / DELIVER / MILEAGE		
6762	JUNE R. SLICK		01107005019	JUDGES, BALLOTS & SUPPLIES	\$35.00
	2025 CONSOLIDATED	4/7/2025	PICKUP / DELIVER		
6304	KATHLEEN N. CARROLL		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2025 CONSOLIDATED	4/7/2025	DELIVER TO COURTHOUSE		
640969	KIM VANRAALTE		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2025 CONSOLIDATED	4/7/2025	DELIVER TO COURTHOUSE		
6823	LINDA A. THIETJE		01107005019	JUDGES, BALLOTS & SUPPLIES	\$35.00
	2025 CONSOLIDATED	4/7/2025	PICKUP / DELIVER		
640530	LISA L. WIERSEMA		01107005019	JUDGES, BALLOTS & SUPPLIES	\$33.70
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
640670	MARK A THOELE		01107005019	JUDGES, BALLOTS & SUPPLIES	\$58.10
	2025 CONSOLIDATED	4/7/2025	PICKUP / DELIVER / MILEAGE		
640531	MARK A. WIERSEMA		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2025 CONSOLIDATED	4/7/2025	DELIVER TO COURTHOUSE		
6682	MICHAEL PICOLOTTI		01107005019	JUDGES, BALLOTS & SUPPLIES	\$27.10
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
640833	MICHELLE A. ISKE		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2025 CONSOLIDATED	4/7/2025	DELIVER TO COURTHOUSE		
3090	MT. CARROLL TOWNSHIP		01107005022	HELP AMERICA VOTE ACT	\$140.00
	2025 CONSOLIDATED	4/7/2025	ELECTION		
640927	NANCY GERALYN BANDEMER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$15.00
	2025 CONSOLIDATED	4/7/2025	DELIVER TO COURTHOUSE		
640718	NANCY SPENCER		01107005019	JUDGES, BALLOTS & SUPPLIES	\$32.60
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
640126	PAMELA DARROW		01107005019	JUDGES, BALLOTS & SUPPLIES	\$47.10
	2025 CONSOLIDATED	4/7/2025	PICKUP / DELIVER / MILEAGE		

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
640831 PAUL WINKLER	2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER TO COURTHOUSE	JUDGES, BALLOTS & SUPPLIES	\$15.00
640671 PAULA M THOELE	2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER TO COURTHOUSE	JUDGES, BALLOTS & SUPPLIES	\$15.00
6318 PEGGY L. DANNELS	2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER TO COURTHOUSE	JUDGES, BALLOTS & SUPPLIES	\$15.00
6683 PHYLLIS M. PICLOTTI	2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP / DELIVER / NURSING HOME	JUDGES, BALLOTS & SUPPLIES	\$135.00
6848 RITA WASHINGTON	2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP / DELIVER	JUDGES, BALLOTS & SUPPLIES	\$35.00
640837 RIVERPORT RAILROAD	2025 CONSOLIDATED	4/7/2025	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$200.00
640923 ROBERT S BRADBURY	2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$28.20
3590 ROCK CREEK/LIMA TOWNSHIP	2025 CONSOLIDATED	4/7/2025	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$140.00
6820 RUTH M. THEDE	2025 CONSOLIDATED	4/7/2025	01107005019 SUPPLY PICKUP	JUDGES, BALLOTS & SUPPLIES	\$20.00
640524 SARAH J. BATES	2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$22.70
640515 SAVANNA FIRE DEPARTMENT	2025 CONSOLIDATED	4/7/2025	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$400.00
3820 SAVANNA TOWNSHIP	2025 CONSOLIDATED	4/7/2025	01107005022 ELECTION	HELP AMERICA VOTE ACT	\$315.00
640294 SUE BOELKINS	2025 CONSOLIDATED	4/7/2025	01107005019 DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$26.00
640220 SUSAN MORGAN	2025 CONSOLIDATED	4/7/2025	01107005019 PICKUP / DELIVER / MILEAGE	JUDGES, BALLOTS & SUPPLIES	\$36.10

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor			Account	Account Description	Invoice Amt
	Invoice	Inv Date	Invoice Description		
6459	VICKY L. HAYES		01107005019	JUDGES, BALLOTS & SUPPLIES	\$31.50
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
640667	VIRGINIA M DESWARTE		01107005019	JUDGES, BALLOTS & SUPPLIES	\$16.10
	2025 CONSOLIDATED	4/7/2025	DELIVER / MILEAGE		
4770	WASHINGTON TOWNSHIP		01107005022	HELP AMERICA VOTE ACT	\$75.00
	2025 CONSOLIDATED	4/7/2025	ELECTION		
4960	WYSOX TOWNSHIP SUPERVISOR		01107005022	HELP AMERICA VOTE ACT	\$140.00
	2025 CONSOLIDATED	4/7/2025	ELECTION		
4970	YORK TOWNSHIP		01107005022	HELP AMERICA VOTE ACT	\$140.00
	2025 CONSOLIDATED	4/7/2025	ELECTION		
				Subtotal for Department: 07 :	\$3,789.70
				Total for Fund: 011 :	\$3,789.70

Selection Criteria:

Vendor =

Bank =

Batch =

Due Date = 4/17/2025

Invoice Date =

Committee on Claims

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	01	COURTHOUSE UPKEEP		
900	CITY OF MT. CARROLL	01101005004	UTILITIES--ELECTRICITY & WATE	\$102.50
	2.1.25-3.1.25	4/17/2025	10034001, 10033001, 10759001	
900	CITY OF MT. CARROLL	01101005004	UTILITIES--ELECTRICITY & WATE	\$224.00
	2.1.25-3.1.25	4/17/2025	10034001, 10033001, 10759001	
1091	COMPUTER DYNAMICS	01101005005	UTILITIES--TELEPHONE	\$21.95
	395761	4/17/2025	MONTHLY WEB HOSTING	
640875	HD SUPPLY	01101005003	REPAIRS & MAINTENANCE	\$166.70
	856400395	4/17/2025	COURTHOUSE	
640884	JCE CO-OP	01101005004	UTILITIES--ELECTRICITY & WATE	\$3,818.14
	10002004_DUE4.18.25	4/17/2025	COURTHOUSE	
640884	JCE CO-OP	01101005004	UTILITIES--ELECTRICITY & WATE	\$230.58
	10002005_DUE4.18.25	4/17/2025	SHERIFFS RADIO	
1800	NICOR GAS	01101005006	UTILITIES--GAS	\$622.94
	86673320007_DUE 5.13.25	4/17/2025	COURTHOUSE	
3413	PLUNKETT'S PEST CONTROL INC.	01101005003	REPAIRS & MAINTENANCE	\$114.34
	9077699	4/17/2025	COURTHOUSE	
640874	R.P. LUMBER	01101005003	REPAIRS & MAINTENANCE	\$129.68
	3.28.25 STATEMENT	4/17/2025	SHERIFF / #8152449171	
640973	SPECTRUM VOIP	01101005005	UTILITIES--TELEPHONE	\$49.29
	546475	4/17/2025	COURTHOUSE	
640973	SPECTRUM VOIP	01101005005	UTILITIES--TELEPHONE	\$85.83
	566309	4/17/2025	COURTHOUSE	

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor			Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
4192	STERLING BUSINESS EQUIP. CENT.		01101005003	REPAIRS & MAINTENANCE	\$2,082.00
	INV628820	4/17/2025	SHERIFF / SHREDDER		
640917	STRATUS NETWORKS		01101005460	iFIBER LEASE	\$1,071.92
	226423	4/17/2025	IFIBER		
				Subtotal for Department: 01 :	\$8,719.87
				Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	02	SUPPLIES AND RENTALS			
1464	CARDMEMBER SERVICES		01102005323	PRINTING, SUPPLIES & POSTAG	\$159.90
	APRIL 2025	4/17/2025	4798510052789209		
Subtotal for Department: 02 :					\$159.90
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	03	OFFICE EQUIPMENT MAINTENANC		
640560	DE LAGE LANDEN FINANCIAL SERVICES	01103005025	OFFICE EQUIPMENT MAINTENAN	\$532.26
	589691035	4/17/2025	CO CLERK	
4192	STERLING BUSINESS EQUIP. CENT.	01103005025	OFFICE EQUIPMENT MAINTENAN	\$102.00
	INV630892	4/17/2025	ASSESSOR	
4192	STERLING BUSINESS EQUIP. CENT.	01103005025	OFFICE EQUIPMENT MAINTENAN	\$229.22
	INV630170	4/17/2025	CIRCUIT CLERK	
Subtotal for Department: 03 :				\$863.48
Total for Fund: 011 :				\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	04	COUNTY BOARD SERVICES				
1464	CARDMEMBER SERVICES			01104005422	TRAVEL, DUES & SUPPLIES	\$25.89
	BUSS APRIL25		4/17/2025	AMY BUSS		
					Subtotal for Department: 04 :	\$25.89
					Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt	
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	07	ELECTIONS			
640	AMY BUSS		01107005019	JUDGES, BALLOTS & SUPPLIES	\$91.00
	2025 CONSOLIDATED	4/17/2025	MILEAGE		
1464	CARDMEMBER SERVICES		01107005019	JUDGES, BALLOTS & SUPPLIES	\$377.48
	BUSS APRIL25	4/17/2025	AMY BUSS		
1464	CARDMEMBER SERVICES		01107005323	PRINTING, SUPPLIES & POSTAG	\$44.64
	BUSS APRIL25	4/17/2025	AMY BUSS		
640124	KENDRA S. STRAUCH		01107005019	JUDGES, BALLOTS & SUPPLIES	\$88.90
	2025 CONSOLIDATED	4/17/2025	MILEAGE		
2960	MIRROR DEMOCRAT		01107005024	ELECTION PUBLICATIONS	\$1,920.00
	COCLERK_3.31.25	4/17/2025	COUNTY CLERK		
3410	PITNEY BOWES INC		01107005323	PRINTING, SUPPLIES & POSTAG	\$110.37
	1027220157	4/17/2025	TREASURER		
Subtotal for Department: 07 :					\$2,632.39
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	10	ACCOUNTING SERVICES & AUDIT			
2630	WIPFLI		01110005023	ACCOUNTING SERVICE & AUDIT	\$575.50
	2691165	4/17/2025	CIRCUIT CLERK AUDIT & TRAVEL		
Subtotal for Department: 10 :					\$575.50
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt	
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	12	COUNTY TREASURER			
1464	CARDMEMBER SERVICES		01112005323	PRINTING & SUPPLIES	\$111.13
	HUTCHCRAFT_APRIL 2025	4/17/2025	LYDIA HUTCHCRAFT		
1091	COMPUTER DYNAMICS		01112005323	PRINTING & SUPPLIES	\$117.00
	130847	4/17/2025	TREASURER		
640974	FARMER'S NATIONAL BANK		01112005323	PRINTING & SUPPLIES	\$33.81
	1031112_DEP TICKETS	4/17/2025	HEALTH DEPT DEPOSIT TICKETS		
2960	MIRROR DEMOCRAT		01112005323	PRINTING & SUPPLIES	\$600.00
	TREASURER_3.31.25	4/17/2025	TREASURER		
3565	PEARSON		01112005323	PRINTING & SUPPLIES	\$15.00
	S526085	4/17/2025	TREASURER		
640642	VERIBANC, INC		01112005323	PRINTING & SUPPLIES	\$350.00
	40125019	4/17/2025	TREASURER		
Subtotal for Department: 12 :					\$1,226.94
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	13	COUNTY CLERK AND RECORDER			
1464	CARDMEMBER SERVICES		01113005323	PRINTING & SUPPLIES	\$177.26
	BUSS APRIL25	4/17/2025	AMY BUSS		
760	CARROLL COUNTY REVIEW		01113005323	PRINTING & SUPPLIES	\$497.00
	3.27.25	4/17/2025	CO CLERK / ENVELOPES		
3565	PEARSON		01113005323	PRINTING & SUPPLIES	\$30.00
	S526084	4/17/2025	COUNTY CLERK		
Subtotal for Department: 13 :					\$704.26
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	17	ZONING				
1464	CARDMEMBER SERVICES			01117005323	PRINTING & SUPPLIES	\$54.98
	BUCKNER_APRIL 2025		4/17/2025	JAICEE BUCKNER		
					Subtotal for Department: 17 :	\$54.98
					Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	19	DOG CATCHER			
640884	JCE CO-OP		01119006039	AUTO TELEPHONE & SUPPLIES	\$115.27
	10002001_DUE 4.18.25	4/17/2025	ANIMAL CONTROL SHELTER		
Subtotal for Department: 19 :					\$115.27
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
Fund:	011		GENERAL FUND		
Dept:	20		COUNTY SHERRIFF		
640659	AT&T MOBILITY 287318885952X04032025	4/17/2025	01120007055 SHERIFF DEPT	CELL PHONES	\$634.81
620	BUSHMAN'S SERVICE 1-140245	4/17/2025	01120006044 SHERIFF DEPT	SQUAD CAR MAINTENANCE	\$33.75
1464	CARDMEMBER SERVICES KLOEPPING_APRIL 2025	4/17/2025	01120005323 RYAN KLOEPPING	OFFICE SUPPLIES	\$45.47
1464	CARDMEMBER SERVICES KLOEPPING_APRIL 2025	4/17/2025	01120006046 RYAN KLOEPPING	UNIFORMS	\$639.31
2040	CARROLL COUNTY HIGHWAY DEPT. MARCH 2025	4/17/2025	01120006051 SHERIFF FUEL	SHERIFF--FUEL	\$3,464.20
640044	CGH MEDICAL CENTER 23672604-PX	4/17/2025	01120006085 COURTHOUSE PX	PRISONER MEDICAL	\$68.00
640044	CGH MEDICAL CENTER 23660899-PX_3.21.25	4/17/2025	01120006085 ONSITE INMATE	PRISONER MEDICAL	\$50.00
640044	CGH MEDICAL CENTER 23660903-PX_3.21.25	4/17/2025	01120006085 ONSITE INMATE	PRISONER MEDICAL	\$50.00
1540	EWERS GARAGE 59133	4/17/2025	01120006044 SHERIFF DEPT	SQUAD CAR MAINTENANCE	\$1,205.65
1771	GALLS LLC 030809663	4/17/2025	01120006046 SHERIFF DEPT	UNIFORMS	\$151.83
1771	GALLS LLC 030851838	4/17/2025	01120006046 SHERIFF DEPT	UNIFORMS	\$59.71
2491	KUNES' COUNTRY AUTO GROUP INC 47507	4/17/2025	01120006044 SHERIFF DEPT	SQUAD CAR MAINTENANCE	\$129.66

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice	Inv Date	Invoice Description		
2610	LECTRONICS, INC.	01120006047	RADIO CONTRACT & REPAIRS	\$190.03
87672	4/17/2025	SHERIFF DEPT		
640552	NORTHWEST IL CRIMINAL JUSTICE COMMISSION	01120005010	DUES	\$1,662.00
7.1.25-6.30.26	4/17/2025	SHERIFF		
3540	QUILL CORPORATION	01120005323	OFFICE SUPPLIES	\$51.17
43432425	4/17/2025	SHERIFF DEPT		
4170	STEBBINS APPLIANCE	01120005323	OFFICE SUPPLIES	\$53.99
6014	4/17/2025	SHERIFF DEPT		
32003	UNIFORM DEN EAST, INC	01120006046	UNIFORMS	\$202.50
95551-01	4/17/2025	SHERIFF DEPT		
32003	UNIFORM DEN EAST, INC	01120006046	UNIFORMS	\$165.90
95551	4/17/2025	SHERIFF DEPT		
32003	UNIFORM DEN EAST, INC	01120006046	UNIFORMS	\$241.95
95550-01	4/17/2025	SHERIFF DEPT		
32003	UNIFORM DEN EAST, INC	01120006046	UNIFORMS	\$207.50
95497-01	4/17/2025	SHERIFF DEPT		
32003	UNIFORM DEN EAST, INC	01120006046	UNIFORMS	\$344.90
95497	4/17/2025	SHERIFF DEPT		
4510	UNIFORM DEN, INC.	01120006046	UNIFORMS	\$288.70
118225	4/17/2025	SHERIFF DEPT		
			Subtotal for Department: 20 :	\$9,941.03
			Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	22	EMERGENCY SERVICES		
640659	AT&T MOBILITY	01122007055	CELL PHONE	\$72.48
	287314771337X04032025	4/17/2025	EMA	
1464	CARDMEMBER SERVICES	01122007051	NEW EQUIP & MAINTENANCE	\$78.58
	KLINEFELTER_APRIL 2025	4/17/2025	JAMES KLINEFELTER	
Subtotal for Department: 22 :				\$151.06
Total for Fund: 011 :				\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description		Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	24	PUBLIC DEFENDER			
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2020JA9_4.2.25	4/17/2025	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2022JA3,4,5_4.2.25	4/17/2025	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2023JA4_4.2.25	4/17/2025	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2024JA11_4.2.25	4/17/2025	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2024JA7,8_4.2.25	4/17/2025	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2025JA1_4.2.25	4/17/2025	ATTY FEES		
640170	DAVID WEISSMILLER		01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2024JA13_4.2.25	4/17/2025	ATTY FEES		
2449	RONALD P. KALLEMEYN		01124007104	DEFENDING ATTORNEY-SALARY	\$1,905.00
	2022JA-1_4.8.25	4/17/2025	ATTY FEES		
4326	THOMSON REUTERS-WEST		01124007116	LEGAL SEARCH SUBSCRIPTION	\$100.00
	851713999	4/17/2025	JUDGE KANE		
Subtotal for Department: 24 :					\$2,530.00
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	25	PROBATION				
1464	CARDMEMBER SERVICES			01125005323	PRINTING & SUPPLIES	\$84.80
	APRIL 2025		4/17/2025	4798510497541660		
1464	CARDMEMBER SERVICES			01125005323	PRINTING & SUPPLIES	\$180.38
	BROWN_APRIL 2025		4/17/2025	STEVEN BROWN		
1464	CARDMEMBER SERVICES			01125007072	PERSONAL SAFETY	\$18.00
	APRIL 2025		4/17/2025	4798510497541660		
3172	NEIGHBORHOOD OFFICE SOLUTIONS			01125005323	PRINTING & SUPPLIES	\$109.46
	10674		4/17/2025	PROBATION DEPT		
					Subtotal for Department: 25 :	\$392.64
					Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	26	STATES ATTORNEY			
1464	CARDMEMBER SERVICES		01126005341	OTHER EXPENDITURES	\$21.10
	KANEY_APRIL 2025	4/17/2025	AARON KANEY		
1464	CARDMEMBER SERVICES		01126005323	PRINTING & SUPPLIES	\$280.31
	KANEY_APRIL 2025	4/17/2025	AARON KANEY		
4192	STERLING BUSINESS EQUIP. CENT.		01126005323	PRINTING & SUPPLIES	\$76.08
	INV630126	4/17/2025	STATES ATTY		
4326	THOMSON REUTERS-WEST		01126005323	PRINTING & SUPPLIES	\$369.22
	851716293	4/17/2025	STATES ATTY		
				Subtotal for Department: 26 :	\$746.71
				Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	27	CIRCUIT CLERK			
1464	CARDMEMBER SERVICES		01127005323	PRINTING & SUPPLIES	\$99.99
	HIHER_APRIL25	4/17/2025	PATRICIA HIHER		
3565	PEARSON		01127005323	PRINTING & SUPPLIES	\$15.00
	S526090	4/17/2025	CIRCUIT CLERK		
Subtotal for Department: 27 :					\$114.99
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	28	COURT EXPENSES - JUDGES			
3565	PEARSON		01128005323	PRINTING & SUPPLIES-BOOKS/P	\$7.50
	S526088	4/17/2025	JUDGE		
4326	THOMSON REUTERS-WEST		01128005323	PRINTING & SUPPLIES-BOOKS/P	\$310.09
	851713999	4/17/2025	JUDGE KANE		
Subtotal for Department: 28 :					\$317.59
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	29	REGIONAL OFFICE OF EDUCATION			
690	REGIONAL OFFICE OF EDUCATION		01129007102	SHARED COSTS - JO DAVIES & S	\$1,423.21
	MARCH 2025 GENFUND	4/17/2025	GENERAL FUND		
691	REGIONAL OFFICE OF EDUCATION # 8		01129007103	SHARED RENT - JO DAVIES & ST	\$195.94
	MARCH 2025	4/17/2025	OFFICE RENT		
				Subtotal for Department: 29 :	\$1,619.15
				Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	30	COUNTY ADMINISTRATOR			
1464	CARDMEMBER SERVICES		01130005323	PRINTING, SUPPLIES & POSTAG	\$11.95
	JACHNICKI_ APRIL 2025	4/17/2025	ROBERT JACHNICKI		
1091	COMPUTER DYNAMICS		01130005253	IT MANAGE SERVICES	\$4,780.00
	395774	4/17/2025	COURTHOUSE		
1091	COMPUTER DYNAMICS		01130005253	IT MANAGE SERVICES	\$2,660.00
	395702	4/17/2025	COURTHOUSE		
Subtotal for Department: 30 :					\$7,451.95
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	31	FINANCIAL SOFTWARE				
1091	COMPUTER DYNAMICS			01131005431	FINANCIAL SOFTWARE SUPPOR	\$55.00
	395762	4/17/2025		TREASURER		
1091	COMPUTER DYNAMICS			01131005525	BACKUP SUPPORT	\$459.00
	395762	4/17/2025		TREASURER		
					Subtotal for Department: 31 :	\$514.00
					Total for Fund: 011 :	\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	35	HIGHWAY OFFICE UPKEEP		
900	CITY OF MT. CARROLL	01135005004	UTILITIES- WATER / ELECTRICIT	\$86.50
	2.1.25-3.1.25	4/17/2025	10034001, 10033001, 10759001	
640884	JCE CO-OP	01135005004	UTILITIES- WATER / ELECTRICIT	\$212.50
	10002002_4.18.25	4/17/2025	HWY DEPT OFFICE	
1800	NICOR GAS	01135005006	UTILITIES--GAS	\$134.09
	86643320004_DUE5.13.25	4/17/2025	HWY OFFICE	
640917	STRATUS NETWORKS	01135005460	iFIBER LEASE	\$173.58
	226423	4/17/2025	IFIBER	
Subtotal for Department: 35 :				\$606.67
Total for Fund: 011 :				\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	39	HLTH INS ADMIN & SELF INS COST			
3276	PACT ADMINISTRATIVE SERVICES CORP		01139006025	PACT ADMINISTRATIVE FEES	\$216.00
	APRIL 2025	4/17/2025	ADMIN FEE		
Subtotal for Department: 39 :					\$216.00
Total for Fund: 011 :					\$39,680.27

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
Fund:	014		COUNTY HIGHWAY FUND		
Dept:	00		NonDepartmental		
1464	CARDMEMBER SERVICES RENKES_APIRL 25	4/17/2025	01400005104 SARA RENKES	MATERIALS, STORES & SUPPLIE	\$6.90
1464	CARDMEMBER SERVICES RENKES_APIRL 25	4/17/2025	01400005103 SARA RENKES	HIGHWAY EQUIPMENT MAINTEN	\$22.46
740	CARROLL SERVICE COMPANY CLAIM 4416-C	4/17/2025	01400005104 HWY DEPT FUEL	MATERIALS, STORES & SUPPLIE	\$2,751.43
740	CARROLL SERVICE COMPANY CLAIM 4416-C	4/17/2025	01400005112 SHERIFF & ACO FUEL	REIMBURSEMENTS	\$3,582.03
900	CITY OF MT. CARROLL CLAIM 4416-C	4/17/2025	01400005105 HWY GARAGE WATER/SEWER	GARAGE OPERATION & MAINTEN	\$166.50
4260	COUNTY ENGINEER CLAIM 4416-C	4/17/2025	01400005109 HWY DEPT / PETTY CASH	ADMINISTRATIVE	\$71.51
1530	E.D. ETNYRE & CO. CLAIM 4416-C	4/17/2025	01400005103 HWY DEPT / PARTS	HIGHWAY EQUIPMENT MAINTEN	\$255.85
2140	IL ASSOCIATION OF COUNTY CLAIM 4416-C	4/17/2025	01400005106 HWY DEPT / DISTRICT 2 DUES	ENGINEERING FEES	\$50.00
640884	JCE CO-OP CLAIM 4416-C	4/17/2025	01400005105 HWY DEPT / GARAGE ELECTRIC	GARAGE OPERATION & MAINTEN	\$290.33
2610	LECTRONICS, INC. CLAIM 4416-C	4/17/2025	01400005104 HWY DEPT / NEW RADIO	MATERIALS, STORES & SUPPLIE	\$63.50
640625	MOTO MARK'S REPAIR & SALES, LLC CLAIM 4416-C	4/17/2025	01400005104 HWY DEPT / SUPPLIES	MATERIALS, STORES & SUPPLIE	\$98.55
640625	MOTO MARK'S REPAIR & SALES, LLC CLAIM 4416-C	4/17/2025	01400005103 HWY DEPT / PARTS	HIGHWAY EQUIPMENT MAINTEN	\$57.02

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account	Account Description	Invoice Amt
			Invoice Description		
3172	NEIGHBORHOOD OFFICE SOLUTIONS		01400005109	ADMINISTRATIVE	\$47.00
	CLAIM 4416-C	4/17/2025	HWY DEPT / COPIER		
1800	NICOR GAS		01400005105	GARAGE OPERATION & MAINTEN	\$741.11
	CLAIM 4416-C	4/17/2025	HWY DEPT / GARAGE GAS		
3220	NORTHERN ILLINOIS DIESEL		01400005103	HIGHWAY EQUIPMENT MAINTEN	\$118.42
	CLAIM 4416-C	4/17/2025	HWY DEPT / PARTS		
3276	PACT ADMINISTRATIVE SERVICES CORP		01400006025	HEALTH INS ADMINISTRATIVE FE	\$40.00
	APRIL 2025	4/17/2025	ADMIN FEE		
640874	R.P. LUMBER		01400005103	HIGHWAY EQUIPMENT MAINTEN	\$81.70
	CLAIM 4416-C	4/17/2025	HWY DEPT / PARTS		
640874	R.P. LUMBER		01400005112	REIMBURSEMENTS	\$68.97
	CLAIM 4416-C	4/17/2025	POUND SUPPLIES		
640762	REPUBLIC SERVICES		01400005105	GARAGE OPERATION & MAINTEN	\$104.60
	CLAIM 4416-C	4/17/2025	HWY DEPT / GARAGE GARBAGE COLLECTION		
640330	STERLING NAPA AUTO PARTS		01400005103	HIGHWAY EQUIPMENT MAINTEN	\$72.78
	CLAIM 4416-C	4/17/2025	HWY DEPT / PARTS		
640851	VESTIS		01400005104	MATERIALS, STORES & SUPPLIE	\$313.96
	CLAIM 4416-C	4/17/2025	HWY DEPT / UNIFORM RENTAL		
Subtotal for Department: 00 :					\$9,004.62
Total for Fund: 014 :					\$9,004.62

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	015	TOWNSHIP MOTOR FUEL TAX		
Dept:	00	NonDepartmental		
640450	MANATT'S INC		01500005120	MAINT/CONSTRUCTION - ROADS
	7933-MT	4/17/2025	PREMIX / RCL, SAVANNA, YORK	\$6,534.00
3806	SAVANNA QUARRY		01500005120	MAINT/CONSTRUCTION - ROADS
	7934-MT	4/17/2025	COLD PATCH, ROCK, CA-6/CA-10 - MT. CARROLL, YORK	\$4,279.37
4791	WENDLING QUARRIES, INC.		01500005120	MAINT/CONSTRUCTION - ROADS
	7935-MT	4/17/2025	CA-10 / SALEM	\$2,628.54
Subtotal for Department: 00 :				\$13,441.91
Total for Fund: 015 :				\$13,441.91

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	019	FICA OR SOCIAL SECURIT		
		Y FUND		
Dept:	00	NonDepartmental		
690	REGIONAL OFFICE OF EDUCATION		01900005131	SUPERINTENDENT SHARE TRUS
	MARCH 2025_SSLEVY	4/17/2025	SOCIAL SECURITY LEVY	
Subtotal for Department: 00 :				\$83.90
Total for Fund: 019 :				\$83.90

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	020	IMRF FUND		
Dept:	00	NonDepartmental		
690	REGIONAL OFFICE OF EDUCATION		02000005129	\$102.23
	MARCH 2025_IMRF	4/17/2025	IMRF LEVY	
Subtotal for Department: 00 :				\$102.23
Total for Fund: 020 :				\$102.23

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	023	COUNTY RECORDER FEES			
Dept:	00	NonDepartmental			
1660	FIDLAR TECHNOLOGIES		02300006031	RECORDERS--TRANSACTION FE	\$851.20
	0709747-IN	4/17/2025	AVID & APEX March 2025		
1660	FIDLAR TECHNOLOGIES		02300005445	BASTION SYSTEM CLOUD BACK-	\$2,650.00
	0961300-IN	4/17/2025	BASTION-AVID HOSTING APRIL-JUNE 2025		
Subtotal for Department: 00 :					\$3,501.20
Total for Fund: 023 :					\$3,501.20

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	032	PROBATION SERVICE FEE			
Dept:	00	NonDepartmental			
1464	CARDMEMBER SERVICES		03200005206	FUTURE EXPENDITURES	\$321.18
	APRIL 2025	4/17/2025	4798510497541660		
1464	CARDMEMBER SERVICES		03200007201	VEHICLE AND MAINTENANCE	\$29.30
	BROWN_APRIL 2025	4/17/2025	STEVEN BROWN		
1464	CARDMEMBER SERVICES		03200007057	MEETING & TRAINING	\$719.41
	BROWN_APRIL 2025	4/17/2025	STEVEN BROWN		
				Subtotal for Department: 00 :	\$1,069.89
				Total for Fund: 032 :	\$1,069.89

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
Fund: 041 COUNTY 911 ETSB FUND Dept: 00 NonDepartmental					
640659	AT&T MOBILITY 287318886106X04032025	4/17/2025	04100005373 911	NETWORKING & TELEPHONE	\$471.12
1464	CARDMEMBER SERVICES MAGILL_APRIL 2025	4/17/2025	04100005323 MATTHEW MAGILL	PRINTING, SUPPLIES & POSTAG	\$49.00
41020	HERRELL ELECTRIC 457	4/17/2025	04100005192 911 IT ROOM	EQUIPMENT & REPAIRS	\$1,841.69
2373	JOHNSON CONTROLS 1-135405980171	4/17/2025	04100005192 COURTHOUSE	EQUIPMENT & REPAIRS	\$436.50
41029	LECTRONICS, INC 87367	4/17/2025	04100005191 ETSB	CONTRACTUAL SERVICES	\$1,625.00
3565	PEARSON S524796	4/17/2025	04100005323 911 / MATT MAGILL	PRINTING, SUPPLIES & POSTAG	\$15.00
41030	STERLING BUSINESS MACHINES INV628820	4/17/2025	04100005192 SHREDDER	EQUIPMENT & REPAIRS	\$2,082.00
640971	TIMECLOCK PLUS, INC INV00404011	4/17/2025	04100005144 SHERIFF / 911	CAPITAL PROJECTS	\$3,765.00
4346	TMC/TELEPHONE MAINTENANCE COMP. 686844	4/17/2025	04100005192 911	EQUIPMENT & REPAIRS	\$787.50
640972	TOTAL RESPONSE 83796	4/17/2025	04100005191 911	CONTRACTUAL SERVICES	\$8,461.25
640356	ULINE 190897992	4/17/2025	04100005144 911	CAPITAL PROJECTS	\$1,598.24

Open Invoices by Fund/Department (APLT22)

Carroll County

<i>Vendor</i>			<i>Account</i>	<i>Account Description</i>	<i>Invoice Amt</i>
	Invoice	Inv Date	Invoice Description		
Subtotal for Department: 00 :					\$21,132.30
Total for Fund: 041 :					\$21,132.30

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
Fund:	054		COUNTY HEALTH FUND		
Dept:	00		NonDepartmental		
1464	CARDMEMBER SERVICES		05400005095	TRAINING	\$130.00
	LIEB_APRIL 2025	4/17/2025	DOUGLAS LIEB		
1464	CARDMEMBER SERVICES		05400005323	PRINTING, SUPPLIES & POSTAG	\$278.94
	LIEB_APRIL 2025	4/17/2025	DOUGLAS LIEB		
1464	CARDMEMBER SERVICES		05400006258	SIPA VISION	\$68.10
	HOLLAND_APRIL 2025	4/17/2025	DAWN HOLLAND		
1464	CARDMEMBER SERVICES		05400005323	PRINTING, SUPPLIES & POSTAG	\$141.27
	HOLLAND_APRIL 2025	4/17/2025	DAWN HOLLAND		
1464	CARDMEMBER SERVICES		05400005012	TRAVEL	\$28.75
	LIEB_APRIL 2025	4/17/2025	DOUGLAS LIEB		
1464	CARDMEMBER SERVICES		05400006258	SIPA VISION	\$22.70
	LIEB_APRIL 2025	4/17/2025	DOUGLAS LIEB		
1464	CARDMEMBER SERVICES		05400005085	TELEPHONE	\$16.54
	HOLLAND_APRIL 2025	4/17/2025	DAWN HOLLAND		
640802	CHRISTOPHER PLATH		05400005012	TRAVEL	\$3.39
	JAN25 MILEAGE	4/17/2025	HEALTH DEPT / MILEAGE		
54144	CITY OF MT.CARROLL		05400005004	UTILITIES--ELECTRICITY & WATE	\$86.50
	2.1.25-3.1.25	4/17/2025	HEALTH DEPT / 10436001		
54143	COMPUTER DYNAMICS OF N.W. IL.		05400005344	CONTRACTUAL	\$11.00
	395760	4/17/2025	HEALTH DEPT		
640975	CURTIS GILLENWATER		05400003142	EH FEES	\$130.25
	4.17.25	4/17/2025	HEALTH DEPT / FOOD PERMIT OVERPAYMENT		
640617	iWorQ		05400005344	CONTRACTUAL	\$2,500.00
	211834	4/17/2025	HEALTH DEPT		

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
640880 JCE CO-OP	10002006_DUE 4.18.25	4/17/2025	05400005004 HEALTH DEPT	UTILITIES--ELECTRICITY & WATE	\$323.44
54118 NICOR	17264199393_DUE5.13.25	4/17/2025	05400005004 HEALTH DEPT	UTILITIES--ELECTRICITY & WATE	\$115.44
640633 PACE ANALYTICAL SERVICES	257208198	4/17/2025	05400005344 HEALTH DEPT	CONTRACTUAL	\$179.50
3276 PACT ADMINISTRATIVE SERVICES CORP	APRIL 2025	4/17/2025	05400006025 ADMIN FEE	HEALTH INS ADMINISTRATIVE FE	\$32.00
54134 QUEST DIAGNOSTICS	9214565714	4/17/2025	05400005344 HEALTH DEPT	CONTRACTUAL	\$783.53
54114 RITA BARNETT	2025CCP1	4/17/2025	05400005344 HEALTH DEPT / WEBSITE SERVICES	CONTRACTUAL	\$590.00
54019 SANOFI PASTEUR INC	1100029034	4/17/2025	05400005396 HEALTH DEPT	MEDICAL SUPPLIES & COMMODI	\$1,199.98
640770 STEPHANIE S. HUGHES	MARCH 2025	4/17/2025	05400005437 HEALTH DEPT	PART-TIME JANITOR	\$325.00
54008 Stericycle	8010183436	4/17/2025	05400005344 HEALTH DEPT	CONTRACTUAL	\$90.88
54005 US CELLULAR	0718056144	4/17/2025	05400005085 HEALTH DEPT	TELEPHONE	\$38.89
				Subtotal for Department: 00 :	\$7,096.10
				Total for Fund: 054 :	\$7,096.10

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	074	TRANSPORTATION GRANT		
Dept:	00	NonDepartmental		
1464	CARDMEMBER SERVICES	07400005012	TRAVEL	\$574.08
	MASZK_APRIL 2025	4/17/2025	MARY MASZK	
30001	CARROLL COUNTY SENIOR SERVICES ORG	07400005510	DISBURSEMENTS	\$38,719.72
	CCT#025	4/17/2025	BI-WEEKLY REIMBURSEMENT: 3.17.25 - 3.31.25	
640846	MARY MASZK	07400005323	PRINTING, SUPPLIES & POSTAG	\$162.36
	4.17.25	4/17/2025	PCOM / REIMBURSEMENT	
Subtotal for Department: 00 :				\$39,456.16
Total for Fund: 074 :				\$39,456.16

Vendor	Account	Account Description	Invoice Amt
Invoice	Inv Date	Invoice Description	

Fund Totals		
Fund	Fund Name	Fund Total
011	GENERAL FUND	\$39,680.27
014	COUNTY HIGHWAY FUND	\$9,004.62
015	TOWNSHIP MOTOR FUEL	\$13,441.91
019	FICA OR SOCIAL SECURIT	\$83.90
020	IMRF FUND	\$102.23
023	COUNTY RECORDER FEES	\$3,501.20
032	PROBATION SERVICE FEE	\$1,069.89
041	COUNTY 911 ETSB FUND	\$21,132.30
054	COUNTY HEALTH FUND	\$7,096.10
074	TRANSPORTATION GRAN	\$39,456.16
Total:		\$134,568.58

HIGHWAY DEPARTMENT MONTHLY REPORT
April 17th, 2025

Big Cut Bridge Replacement Project over BNSF Railroad Section 19-0612-00-BR Construction Consultant Agreement

1. Agenda Item: Contract agreement with Willet Hoffman and Associates to oversee the construction of Big Cut Road Bridge project for \$174,849.00.

Location: <https://maps.app.goo.gl/tRKvuipFMdZKr5eq6>

The attached agreement is with Willet Hoffman to act as the on-site engineer during construction of the Big Cut Bridge. This includes them working with Midwest Testing for all material tests required for Quality Assurance. The contract is under the estimated amount set aside for construction consultant work, as discussed at the last meeting. Willet was the only consultant that applied for this project, but I spoke with IDOT and included our correspondence which includes their approval to move forward with the process.

Currently the project is being paid utilizing Railroad Crossing Funds from the Illinois Commerce Commission; 60%, Illinois Special Bridge Fund (a state grant applied for and received by Kevin prior to his retirement); 20%, and BNSF 20%. There are 'Not to Exceed' limits to the Illinois Special Bridge and BNSF funds, but at this time we are not exceeding them. IF we were to exceed, the additional cost would be from our County Bridge Aid Fund and Mt. Carroll Township. The department recommends approval.

Sjostrom Construction is planning to begin the project June 2nd. They have 80 working days to complete. If all goes smoothly, the estimated completion is the end of October.

MFT Letting was held on the morning of 4/3.

The board should anticipate reviewing the contracts of companies that bid on these projects after the IDOT review and approval process.

The Township State Meeting held in Lee County Fair Grounds was held on 4/4.

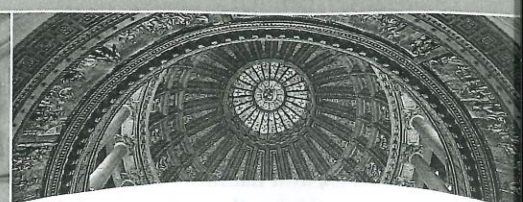
Please see the attached 'Township Update' for the documentation that they handed out at this meeting. It was very informative and would encourage all road commissioners to attend these meetings when available.

National Association of County Engineers

I will be attending a conference in Schaumburg from April 14 to April 17 and will, therefore, be unable to attend this board meeting. I am still available via email and phone calls at the conference if necessary.

Policy Report

Illinois Association of County Board Members • Township Officials of Illinois • Consolidation Seminar



THIS REPORT INCLUDES LEGISLATIVE INITIATIVES INTRODUCED IN THE 104TH ILLINOIS GENERAL ASSEMBLY THAT IMPACT TOWNSHIP GOVERNMENT OPERATIONS.

Please talk to your lawmakers about these bills and ask that they give consideration to vote in accordance with the positions taken or stated by your local government or state association respectively.

SB 1659 (Morrison)

ELECTION CODE – TOWNSHIP ORGANIZATION

Status: Senate Executive Committee

Provides that, in counties under township organization, an election authority may combine a township with another township to constitute one election precinct if the townships are contiguous and 2 or more specified conditions are satisfied. **NOTE:** *The election authority shall consider voter convenience and election integrity when determining whether to combine a township with another township to constitute one election precinct.*

SB 2217 (Glowiak Hilton)

TOWNSHIP CODE – LOW POPULATION DISSOLUTION

Status: Senate Executive Committee

Provides that all townships with a population less than 5000 are dissolved and must either consolidate with an adjacent township or the county containing the geographic boundaries of the dissolving township.

SB 2504 (Glowiak Hilton)

TOWNSHIP CODE – CONSOLIDATION AND MERGER

Status: Senate Executive Committee

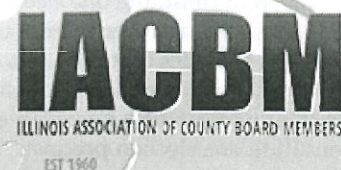
Amends the Property Tax Code. Provides that, in counties with a population of less than 50,000, the offices of township assessor and multi-township assessor are abolished upon the expiration of the term of a township assessor or multi-township assessor. Provides that the county assessor in a county with a population of less than 50,000 shall assume all the rights, powers, duties, assets, property, liabilities, obligations, and responsibilities of township assessors or multi-township assessors within the county.

Amends the Dissolution of Townships in McHenry County Article of the Township Code.

Renames the Article and makes it applicable to all counties under township organization.

Provides that, upon petition of at least 5% of the voters in the township election immediately preceding the petition, the township board and corporate authorities of the municipality shall certify the question to the election authority and the authority shall cause to be submitted to the voters of the township and municipality at the next election a referendum to discontinue the township and to transfer all the rights, powers, duties, assets, property, liabilities, obligations, and responsibilities of the township to the municipality. Provides that, upon petition of at least 5% of the voters in the township election immediately preceding the petition in each adjacent township subject to proposed consolidation, each township board shall certify and cause to be submitted to the voters of the township, at the next election or consolidated election, a proposition to consolidate the existing townships.

Amends the Counties Code and the Motor Fuel Tax Law making conforming changes.





HB 2515 (Sosnowski)

TOWNSHIP CODE – LOW POPULATION TOWNSHIP DISTRICT DISSOLUTION

Status: House Rules Committee

Provides that all townships with a population less than 500 are dissolved 2 years after the effective date of the amendatory Act. Provides for the transfer of real and personal property, and any other assets, together with all personnel, contractual obligations, and liabilities of the dissolving township to the county containing the geographic boundaries of the dissolving township. Provides that, on and after the date of dissolution, all rights and duties of the dissolved township may be exercised by the county containing the geographic boundaries of the dissolving township solely on behalf of the residents of the geographic area within the boundaries of the dissolved township.

Provides that the county board of the county containing the geographic boundaries of the dissolving township may levy a property tax within the boundaries of the dissolved township for the duties taken on by the county containing the geographic boundaries of the dissolving township.

Provides that all road districts wholly within the boundaries of a dissolving township are dissolved on the date of dissolution of the dissolving township and the powers and responsibilities of the road district are transferred to the county containing the geographic boundaries of the dissolving township, and provides that municipalities within the dissolving township may elect to assume the duties and responsibilities of the road district or road districts.

Provides that elected and appointed township officers and road commissioners shall cease to hold office on the date of dissolution of the township and road districts, no longer be compensated, and do not have legal recourse relating to the ceasing of their elected or appointed positions upon the ceasing of their offices. Amends the Motor Fuel Tax Law and Counties Code making conforming changes.

HB 2716 (West)

ELECTION CODE – TOWNSHIP ORGANIZATION

Status: House Ethics and Elections Committee

Provides that, in counties under township organization, an election authority may combine a township with another township to constitute one election precinct if the townships are contiguous and 2 or more specified conditions are satisfied. Provides that the election authority shall consider voter convenience and election integrity when determining whether to combine a township with another township to constitute one election precinct.

HB 3581 (Ugaste)

TOWNSHIP CODE – TOWNSHIP DISSOLUTION

Status: House Ethics and Elections Committee

Amends the Dissolution of Townships in McHenry County Article of the Township Code. Renames the Article and makes it applicable to all counties under township organization. Amends the Counties Code and the Motor Fuel Tax Law making conforming changes. Amends the Illinois Highway Code. Changes provisions requiring road districts in townships in Lake County and McHenry County to be abolished if the roads of the road district are less than 15 miles in length to require all townships to abolish such road districts. Repeals provisions making abolition permissive for townships with road districts that have roads of less than 15 miles in length.

HISTORY

Gov. J.B. Pritzker signed a law in 2019 giving voters in McHenry County an option to more easily dissolve township governments. The law includes a provision that property taxes used to cover services handled by the township would drop by at least 10 percent. As the law states, the county cannot levy taxes exceeding 90% of the taxes levied by the original township, thereby initiating a property tax reduction. However, it is unclear whether the 10% mandated reduction originally imposed in McHenry County resulted in substantial savings for subsequent years based on current property tax levies. Additionally, within current law, all money linked to a consolidated township must be used to benefit the geographic area of that eliminated level of government. The 2019 law also required both McHenry and Lake counties to dissolve any township road district that maintains 15 miles of road or less, with no action required of voters or other government bodies.

NOTE: No townships in McHenry County have been successfully dissolved by voters since the law was passed in 2019, but the constitutionality of the law has been the subject of lawsuits filed by township road districts. Also, various issues with the law over the course of past years were identified by County Board members – mainly the law is vague and does not clarify how the county should proceed in absorbing a township when it is dissolved.

HB 2826 (Chung)

PROPERTY TAX CODE – ASSESSORS

Status: House Counties and Townships Committee

Provides that, on and after the publication of population data from the 2030 federal decennial census, provisions concerning multi-township assessors apply to qualified townships with less than 3,000 inhabitants (currently 1,000 inhabitants).

NOTE: Initiative of the Illinois County Assessment Officers Association.

Carroll County Transportation

Monthly Numbers

Month/Year	Drive Hours (with clients)	Dead head hours (no clients)	Total hours	Miles (with clients)	Miles (no clients)	Total Miles	Vehicles used in maximum service
7/31/24	1,268	275	1,543	31,818	5,056	36,874	9
8/31/24	1,352	301	1,653	34,378	5,524	39,902	10
9/30/24	1,367	288	1,655	35,461	5,010	40,471	10
10/31/24	1,588	361	1,949	38,701	7,425	46,126	11
11/30/24	1,273	270	1,543	29,861	7,050	36,911	11
12/31/24	1,273	258	1,351	30,777	6,477	37,254	10
1/31/25	1,457	309	1,766	36,387	5,825	42,212	10
2/28/25	1,282	306	1,588	31,898	5,076	36,974	11
3/31/25	1,359	344	1,703	32,876	6,185	39,061	11
4/30/25							
5/31/25							
6/30/25							
Totals	12,219	2,712	14,751	302,157	53,628	355,785	

Ride Numbers											
	General Public				Medicaid			Other			
	Under 65 No Disabilities	Under 65 Disabled	Over 65 no disabilities	Over 65 disabled	ModivCare	MTM	General Medicaid	Students	Totals		
7/31/24	105	75	215	3	42	147	51	16	654		
8/31/24	136	108	222	1	51	155	59	13	745		
9/30/24	137	101	159	0	56	158	78	7	696		
10/31/24	123	102	220	2	38	146	89	14	734		
11/30/24	98	75	158	2	43	115	81	18	590		
12/31/24	121	74	127	0	44	132	82	16	596		
1/31/25	135	116	147	2	73	166	111	33	783		
2/28/25	138	85	171	0	38	100	124	38	694		
3/31/25	161	100	125	6	55	54	120	97	718		
4/30/25									0		
5/31/25									0		
6/30/25									0		
Totals	1,154	836	1,544	16	440	1,173	795	252	6,210		
Contracts											
	RHPC	Riverview	Sinnissippi	Veterans	CGH	FHN	NIAAA	Eastland School	CC Housing	Lutheran Soc Serv	Totals
7/31/24	663	2	1	59	2	0	6	0	0	0	727
8/31/24	739	0	0	47	0	0	0	0	0	0	786
9/30/24	731	0	0	44	0	0	0	1	0	0	776
10/31/24	761	0	4	82	0	0	2	0	0	0	849
11/30/24	605	0	0	77	0	0	11	1	0	0	694
12/31/24	619	0	3	74	0	0	0	0	32	0	728
1/31/25	536	0	2	80	0	0	2	0	0	1	621
2/28/25	538	0	0	55	0	0	7	0	0	7	607
3/31/25	748	0	0	73	0	0	23	0	0	11	855
4/30/25											0
5/31/25											0
6/30/25											0
Totals	5,940	2	10	591	2	0	45	2	32	19	6,643

	Punch Cards								
	Students (School age)	Under 65 No Disabilities	Under 65 Disabled	Over 65 No Disabilities	Over 65 Disabled	CC Probation	HCC Workforce		Total Punch Cards
7/31/24	142	317	70	134	0	6	6		675
8/31/24	160	342	61	164	0	3	2		732
9/30/24	263	375	92	172	0	3	0		905
10/31/24	416	500	155	184	0	2	2		1,259
11/30/24	361	355	101	166	0	2	0		985
12/31/24	363	352	96	180	0	1	0		992
1/31/25	363	395	177	189	0	2	0		1,126
2/28/25	409	331	169	153	0	1	3		1,066
3/31/25	246	303	111	175	0	11	28		874
4/30/25									0
5/31/25									0
6/30/25									0
Totals	2,723	3,270	1,032	1,517	0	31	41	0	8,614
Total Rides	FY25	FY24	FY23	FY22					
7/31/24	2,056	1,929	2,225	1,599					
8/31/24	2,263	2,464	2,618	1,855					
9/30/24	2,377	2,395	2,231	2,055					
10/31/24	2,842	2,548	2,212	2,427					
11/30/24	2,269	2,278	2,077	2,149					
12/31/24	2,316	2,011	1,848	2,091					
1/31/25	2,530	1,805	2,123	2,111					
2/28/25	2,367	2,425	1,760	2,085					
3/31/25	2,447	2,228	2,507	2,721					
4/30/25	0	2,442	1,995	2,292					
5/31/25	0	2,543	2,482	2,525					
6/30/25	0	2,118	2,444	2,537					
Total Rides	21,467	27,186	26,522	26,447					

**Tri-County Opportunities Council
Board of Directors Meeting
March 25, 2025**

Chair Harmon called the meeting to order at 6:03 p.m.

The membership recited the Pledge of Allegiance.

Ms. Jacobs, Board Secretary, took roll call. A quorum was present.

Members Present: (In-person participants are bolded)

Reed Akre, Charlotte Balensiefen, Ali Braboy, Sue Britt, Susan Bursztynsky, Robin Camplain, Bernene Dahl, **David Ditzler**, Lynnae Garrett, **Al Harmon**, **Darlene Hartmann**, Marcia Heuer, **John Hockstadt**, **Tom Howes**, **Julie Jacobs**, Betty Johnson, Lisa Johnson, **Kristy Jones**, **Ron Kleppin**, Kenneth Krogulski, **Ginny McPerryman**, Inga Neuner, Linda Pennell, Ronald Preston, Juanita Randklev, Becky Rich, **David Torres**, **Marissa Trumper**, **Jeanne Vargas**, and Laura Watters.

Members Absent:

Mary Cork, Kim Dahl, Stephanie Foes, BJ Holocker, Brad Lindstrom, and Derek Whited.

Others Present:

Jill Calkins, Rachael DeSpain, Dawn Kanzler, Tammy Saenz, Wayne Thompson, Jaime Vos, and Neddie Watts.

Minutes:

The February 27, 2025, Board Minutes were previously sent to all members for review. Mr. Hockstadt made a motion to approve the minutes, which Mr. Kleppin seconded. A roll call vote was called, and the motion carried.

Financial Report:

The January 2025 Financial Reports were provided to the membership for review prior to tonight's meeting. Ms. Lisa Johnson made a motion to accept the January 2025 Financial Reports and file them for audit. Ms. Betty Johnson seconded the motion. A vote was called, and the motion carried.

Fiscal Report: Dawn Kanzler

Ms. Kanzler reported that the February ending book balance was \$45,134.99. As of February 28, 2025, a balance of \$439,647 was owed on the line of credit to Sauk Valley Bank.

Members were informed that two engagement letters from Sikich for the agency-wide annual audit and 403b retirement audit were included in tonight's handouts. They explain the audit scope, objectives, and responsibilities of each party. The agency audit will increase 4-8% from \$57,500 to \$59,800-\$62,100, and the retirement audit will increase 4% from \$17,000 to \$17,700.

Last week was the in-person fieldwork for the agency-wide annual audit, which will continue remotely for the next few weeks. The draft copy of the audit should be mailed the week of May 12, 2025. The Audit/Finance Committee Meeting will be held on May 27, 2025, at 5:00 p.m. at the Wesley United Methodist Church in Sterling. A light supper will be provided.

Program Reports:

Community Services Block Grant (CSBG): Neddie Watts

Ms. Watts sought Board approval to apply for the 2026 DHS Homeless Prevention grant for \$383,038 to provide rent, deposit, and mortgage assistance to households experiencing an economic crisis. Ms. Jacobs made a motion to approve the submission of the application, and Ms. Balensiefen seconded it. A vote was called, and the motion carried.

Ms. Watts emphasized the significance of the 2024 Annual Report she had included in the Board's packets. This comprehensive report, detailing the number of individuals and/or households served in 2024 from all Agency programs, is a key tool and a crucial resource for understanding program impact. It may appear dense, but it contains valuable information about the programs' outcomes and impact throughout the year, providing a comprehensive understanding of the work and its significance.

The 100-Day Challenge, aimed at housing 25 homeless veterans, is making significant progress. The Challenge began March 10 and will end June 16. The collaborative effort of the team in Whiteside County, which includes Project NOW employees, TCOC, Goodwill Industries of Northern Illinois, Sauk Valley Community College, Sinnissippi Centers, Iowa City Veterans Assistance, Humility Homes and Services, and the Illinois Department of Employment Security, has been commendable. Ms. Watts will be presenting the Challenge at a Veteran Community Provider meeting at Sauk Valley Community College to expand the network and ensure that homeless veterans receive all the necessary services for sustainable housing and a successful life.

On May 1, the satellite office in LaSalle, located at 308 Civic Road, will be relocating to 654 1st Street on the second floor of the LaSalle State Bank. This move will save programs a lot of money and create more privacy for staff to meet with customers. In April, they will begin posting this new move on social media so LaSalle residents are aware and know where to go for appointments.

Foster Grandparents: Brandi Newell's report was given by Jill Calkins

Foster Grandparent Program Director Brandi Newell reported that due to DEI language changes in the Notice of Funding for AmeriCorps Seniors, the grant deadline for the major part of Foster Grandparent Program funding was extended by nearly two weeks. The grant application has been submitted, and they await news on funding, which is supposed to happen in June of this year. Due to the looming downsizing of the program's volunteer base and the .50 per hour stipend raise budgeted for the upcoming year, they did reduce their Volunteer Service Years (VSY) allotment to the minimum requirement of 42 as opposed to the 48 the program has supported for the past two years. A Notice of

Funding has not yet been received from the Illinois Department on Aging, which serves as the program's 10% match to the Federal grant.

Due to weather forecasts, their March in-service with volunteers was canceled. Therefore, they are looking forward to their upcoming April meeting even more than usual.

The Volunteer Recognition Banquet is confirmed for Tuesday, May 27, at Champ's Banquet Hall in Sterling from 11 a.m. to 1 p.m. All board members are invited and encouraged to attend. Members were asked to call the Rock Falls office at 815-625-7830 and let Ms. Newell know if they could make it.

Early Head Start/Head Start Program: Rachael DeSpain

Ms. DeSpain reported that on Friday, March 11, 2025, Cherita Tousson-Bowens, Grantee Specialist from the Office of Head Start, met with the Head Start leadership team. Action was taken to begin developing the Corrective Action Plan. Specific focus was placed on actionable measures that can be taken explicitly related to the child incident reported. This action plan was provided to the Board and reviewed by Ms. DeSpain. All Corrective Action steps must be implemented, assessed, and completed by April 18, 2025.

Ms. DeSpain explained that approval was needed for the developed Corrective Action Plan. This plan addresses the Program Performance Summary Report findings related to the child incident reported in December 2024. This approval would confirm that the Board of Directors supports the plan as written. Ms. Garrett made a motion to approve the Corrective Action Plan as written, and Ms. McPerryman seconded the motion. A vote was called, and the motion carried.

She explained that the Focus Area One review ended on Wednesday, March 5, 2025. Overall, the review went well. Members of the leadership team responded to the questions asked and shared examples of program policies, procedures, monitoring tools, and tracking documents when requested. The program was notified of one area of non-compliance (120-day period to address, fix, and monitor it) and two areas of concern. A future request to gain approval for a second Corrective Action Plan will be requested.

On March 13, 2025, State Senator Balkema visited the Lacon Head Start classroom. He received a building tour, talked with those in attendance, and read a story to the children. Overall, it was a great visit, and he has already requested a visit to the Streator Center. The program will continue to grow his knowledge and support for the children, families, and staff.

The National Head Start Association shared on March 24, 2025, that the President's budget is estimated to come out in late April or early May. Significant concerns regarding what will or will not be included in his budget exist. NHSA is focusing on meeting with members of Congress daily.

In tonight's handouts, Ms. DeSpain provided copies of the February 2025 Policy Council minutes and Board Report, a letter from the Administration for Children and Families/Office of Head Start approving

the extension request, an enrollment status report, job posting handout, Board In-Kind report, and the non-federal in-kind donation sheet.

Low Income Home Energy Assistance Program (LIHEAP): Tammy Saenz

Ms. Saenz sought Board approval to submit a grant application to the Department of Commerce and Economic Opportunity (DCEO) for Health and Human Services (HHS) LIHEAP funding for \$2,664,461. Of that amount, \$2,291,436 is allocated to direct client assistance, \$213,157 is allocated for program support, and \$159,868 is allocated for administration. The funding period is from 10/01/2025 to 08/31/2027. The application is due on April 7th, 2025. Ms. Randklev made a motion to approve the application submission for HHS LIHEAP funding, and Mr. Preston seconded the motion. A vote was called, and the motion carried.

Next, she sought Board approval to submit a grant application to the Department of Commerce and Economic Opportunity (DCEO) for State LIHEAP/PIPP funding for \$3,013,339. Of that amount, \$2,531,205 is allocated to direct client assistance, \$241,067 is allocated for program support, and \$241,067 is allocated for administration. The funding period is from 06/01/2025 to 08/31/2026. The application is due on April 7th, 2025. Mr. Hockstadt made a motion to approve the application submission for State LIHEAP funding, and Ms. Randklev seconded the motion. A vote was called, and the motion carried.

Ms. Saenz reported that the LIHEAP program has been slowing down since the middle of March, but they are gearing up for the emergency applications coming soon. The PIPP process is about the same with the ComEd budget billing still causing quite a struggle. The PIPP department is hoping to have everyone re-certified soon.

Ms. Saenz attended a furnace class at the University of Champaign for three days last week. The class was very interesting, and she learned a lot about furnaces.

Weatherization/Housing Program: Wayne Thompson

Mr. Thompson sought Board approval to apply to the Department of Commerce & Economic Opportunity (DCEO) for the Health & Human Services (HHS) Weatherization Grant for \$711,230, of which \$472,773 is for Material/Labor & Health and Safety directly installed on homes, \$165,471 is for Program Support, \$42,674 is for Administration, and \$30,312 is for Training & Technical Assistance. Ms. Randklev made a motion to approve the submission of the application for HHS Weatherization funding, and Mr. Howes seconded the motion. A vote was called, and the motion carried.

He next sought Board approval to apply to the Department of Commerce & Economic Opportunity (DCEO) for the State of Illinois Weatherization Grant for \$414,472, of which \$282,455 is for Material/Labor & Health & Safety directly installed on homes, \$98,859 is for Program Support, and \$33,158 is for Administration. Mr. Kleppin made a motion to approve the application submission for

State Weatherization funding, and Mr. Hockstadt seconded the motion. A vote was called, and the motion carried.

Lastly, Board approval was sought to apply to the Department of Commerce & Economic Opportunity (DCEO) for the Department of Energy (DOE) Weatherization Grant. Grant amounts have not yet been released for Program Year 2026. Therefore, approval to apply for whatever amount is given is being requested. Funders instructed Agencies to use last year's numbers for planning purposes, which was \$586,308. Mr. Kleppin made a motion to approve the submission of the application for DOE Weatherization funding, and Ms. Jacobs seconded the motion. A vote was called, and the motion carried.

Mr. Thompson reported that the Weatherization Program has been working on the Dept. of Commerce & Economic Opportunities (DCEO) 2026 Weatherization Plan and Monitoring tool. These were two separate tasks in the past, but DCEO has combined them into one. He explained that this is a lengthy, detailed questionnaire requiring them to answer questions and upload documents such as agency and contractor insurance, licenses, and certifications for program staff, contractors, etc.

They continue to work on the new Weatherization system (IWX) for Weatherization applications, Assessments, and work orders. As a reminder, the application portal is now active. Please refer all potential customers to the Weatherization tab on the Agency's website. They continue to have issues getting everything to work correctly, but it is getting better all the time. They continue to get jobs out, completed, and paid after inspection. It is a bit slow going, to be sure. They will continue to train and attend the Bridge calls with the state and programmers to troubleshoot issues.

Lastly, Mr. Thompson reported that the maintenance person continues to prepare apartment units for rent in the agency-owned housing units. They had a tenant move out last week, and he has completed the minor repairs required. A couple is moving in on Wednesday, and he will continue reading as many units as possible so we can get them filled.

President/CEO's Report: Jill Calkins

Ms. Calkins reports that the current Board vacancies are for Whiteside County, Category C; LaSalle County, Category B; and Carroll County, Category B.

With the passage of the Continuing Resolution, we expect level federal funding for the remainder of FY 25, which goes through September 30th. The CR did not make any adjustments to our current funding or provide any additional funding.

Included in tonight's Board packet was a copy of the Board By-Laws. Ms. Calkins emphasized the crucial role of these by-laws in guiding actions and decisions and explained that all members must receive a copy every two years. Ms. Calkins asked members to take time to review the By-Laws, as their understanding and adherence to these rules is vital for the smooth functioning of the Agency.

The Agency received 19 scholarship applications. Fourteen applicants have submitted all necessary documentation, one application is missing documentation, and four were over the income guidelines. Ms. Calkins sought volunteers to serve on the Scholarship Committee. Ms. Jones, Ms. Trumper, Ms. Neuner, Ms. Vargas, and Ms. Watters volunteered to serve. The Scholarship Committee will read and score all scholarship applications and recommend winners to the full Board for approval based on the scoring system. Ms. Calkins will work with them to get the applications reviewed and scored in April so that winners can be recommended at the April Board Meeting.

In January, IACAA announced a \$10,000 scholarship opportunity, provided in full by DCEO, for agencies interested in partnering with The Prosperity Agenda (TPA) and its family-centered coaching learning journey. The Family-Centered Coaching (FCC) framework is a holistic approach with strategies, tools, and resources designed to strengthen how teams engage with families and the community. It shifts the focus of power to the individuals themselves, recognizing them as experts in their own lives and including family in the conversation. Ms. Calkins happily announced that TCOC applied and was chosen as one of three agencies to receive the scholarship.

The Housing Committee, consisting of David Ditzler, Tom Howes, Inga Neuner, and Al Harmon, has a meeting scheduled for April 4th at 1:00 p.m. If any other Board members are interested in joining the committee, please let Ms. Calkins know.

Ms. Calkins revisited the committee rosters and again encouraged anyone not on a committee to let her know if they were interested in joining. Although this is not mandatory, Ms. Calkins would like members to consider participating in at least one committee. She would like to have equal categorical representation across committees.

Old Business:

There was no old business at this time.

New Business:

There was no new business at this time.

Next Meeting:

The next Board meeting is scheduled for Thursday, April 24, 2025, at the Bureau County Metro Center, 837 Park Avenue West, Princeton, IL 61356.

The meeting adjourned at 7:16 p.m.

Carroll County
Veterans Assistance
Commission

17612 E. Benton St., P.O. Box 126
Mount Carroll, Illinois 61053

Carroll County Veterans Assistance Commission
Quarterly Meeting Agenda
Wednesday, March 26, 2025 @ 7:00 pm
Senior Citizens Center Meeting Room

Call to Order:

Invocation:

Pledge of Allegiance:

Roll Call:

Approval of Previous Meeting Minutes:

Agenda Approval:

Treasurer's Report:

Old Business:

- The attorney for the Estate called stating that attorney fees for the Vet's spouse were taken care of.
- Ronda completed her class and is a VSO.

New Business:

- Ronda – now a VSO – pay raise?
- We have to do an audit this year.
- Bill to elect VAC officers (see page)

Superintendent's Report:

- Updating 2 printers to tank printers
- Updating laptops to desktops
- Updating power strips to surge protectors
- Bill to allow counties to join together for VACS (see page)

Report from the Board President:

Discussion:

Public Comments:

Executive Session if any:

Adjournment:

Carroll County
Veterans Assistance
Commission

17612 E. Benton St., P.O. Box 126
Mount Carroll, Illinois 61053

Carroll County Veterans Assistance Commission
Quarterly Meeting Minutes
Wednesday, December 18, 2024 @ 7:00 pm
Senior Citizens Center Meeting Room

Call to Order: 7:00 p.m. by Waldon Lee Gibbs

Invocation: Led by Ellis Boughton

Pledge of Allegiance: Recited by all

Roll Call: Wayne Leonard, Doug Bergren, Walden Lee Gibbs, Ernie Johnson, Ellis Boughton, Joe Drozd, Lamoille Poffenberger, Susan Jacobs, Ronda Rathje, Rod Clemens, Rob Gilliland

Amend Agenda: To show "a \$100 donation was received for the tools".
Motioned by Rod Clemens; Seconded by Rob Gilliland; Carried

Approval of Previous Meeting Minutes: Motioned by Joe Drozd; Seconded by Susan Jacobs; Carried

Agenda Approval: Motioned by Rod Clemens; Seconded by Rob Gilliland; Carried

Treasurer's Report:

- The balance as of November 30, 2024, was \$54,827.37.
- Money will be tight through July until we get more tax money.

- Dental is doing really good.
- County is really good on paying the tax payments
- Motion to approve, by Joe Drodz; Seconded by Lamoille Poffenberger; Carried.

Old Business:

- Thanked Susan Jacobs for the file cabinet. She stated that she still has one more.
- \$100 donation was received for the tools

New Business:

- Special meeting was held on Nov. 14th, 2024 and accepted Darlene Sisler's resignation. Held interviews with two candidates to fill Darlene's position. Ronda Rathje was hired. There was discussion as to why Ronda was hired over a veteran. Ronda's resume was in the packet for all to read. Other candidate was encouraged to reach out to other county offices for a position.
- Can we pay attorney fees for a client? Discussion was held about how we could help a client with fees. Contacting JAG was brought up to help fight military side. Bylaws say that we can help with financial assistance, but do we want to open "that can of worms." Motion was made by Susan Jacobs to research alternative routes and revisit at a later date. Seconded by Ellis Boughton. Motion carried.
- Budget for 2025 – Ellis Boughton explained that the new budget would be pretty much the same, but mileage and training were a bit higher. Rob Gililand made a motion to accept the budget. Seconded by Joe Drozd. Motion carried.
- Approval of Holiday Schedule for 2025. Error on page noted. Need to scratch "Vacation" from the top and put "Holiday". Motion to accept by Rod Clemens; Seconded by Rob Gilliland. Motion carried.
- Approval of board meeting schedule for 2025. Discussion was held and decided to change the December 31st, 2025 meeting to December 17th, 2025. Motion to approve by Rob Gilliland; Seconded by Ernie Johnson. Motion carried.

- Request approval for Ronda's NACVSO membership and schooling for January 20-24th, 2025. Cost is \$50 membership fee and \$400 for the schooling. Motion to approve by Susan Jacobs; Seconded by Rob Gilliland. Motion carried.

Superintendent's Report:

- Request for the purchase of a plaque for Darlene Sisler for her service. Motion made to approve purchase made by Susan Jacobs; Seconded by Lamoille Poffenberger. Motion carried.
- We served 256 clients for the year and got over \$1.2 million collected for the veterans.
- The county administrator is working with Ripley to see what can be done in regards to our audit. Will know more in January.
- Discussion was held in regards to county paying for transportation fees. Nothing was decided so things will remain as is.
- Request was made to purchase a heater with a timer for the office as there is very little heat coming into the office and we do not have any control over it. Motion to approve was made by Ellis Boughton; Seconded by Joe Drozd. Motion carried.

Report from the Board President: None

Public Comments: None

Executive Session if any: None

Adjournment: Motion to adjourn by Rob Gilliland; Seconded by Susan Jacobs; Motion carried.

Meeting Adjourned at: 7:51 pm

VAC BUDGET YEAR ENDING NOVEMBER 2025	BUDG 2025	YTD	31-Dec	31-Jan	28-Feb	EXP QTR	NEW YTD	BALANCE
5010 DUES	\$ 1,645.00		\$ 100.00		\$ 200.00	\$ 300.00		
5323 PRINTING, SUPPLIES & POSTAGE	\$ 1,600.00		\$ 109.32		\$ 159.25	\$ 268.57	\$ 268.57	\$ 1,331.43
9190 STAFF WAGES (3 PT)	\$ 38,000.00		\$ 2,710.40	\$ 2,576.40	\$ 2,471.79	\$ 7,758.59	\$ 7,758.59	\$ 30,241.41
0023-2 ILLINOIS WITHOLDING TAX			\$ 157.18			\$ 157.18	\$ 157.18	
0023-1 FEDERAL WITHOLDING TAX			\$ 451.98	\$ 714.86	\$ 685.42	\$ 1,852.26	\$ 1,852.26	
0023-3 FICA EMPLOYEE WITHELD			\$ 141.15			\$ 141.15	\$ 141.15	
0023-3 FICA EMPLOYER						\$ -	\$ -	
9193 MILEAGE & TRAINING	\$ 4,000.00				\$ 400.00	\$ 400.00	\$ 400.00	\$ 3,600.00
9198 VETERANS ASSISTANCE	\$ 2,000.00					\$ -	\$ -	\$ 2,000.00
9199 TRANSP ASSISTANCE	\$ 35,000.00		\$ 2,661.00	\$ 2,737.39	\$ 3,526.03	\$ 8,924.42	\$ 8,924.42	\$ 26,075.58
9201 EQUIPMENT	\$ 2,000.00		\$ 607.04		\$ 372.74	\$ 979.78	\$ 979.78	\$ 1,020.22
9202 EQUIPMENT MAINTENANCE	\$ 1,000.00						\$ -	\$ 1,000.00
9203 ADMINISTRATIVE	\$ 3,000.00		\$ 183.15		\$ 245.23	\$ 428.38	\$ 428.38	\$ 2,571.62
9204 CREDIT REFUNDS			\$ 42.00			\$ 42.00	\$ 42.00	
9205 JO-CARROLL INTERNET	\$ 3,000.00		\$ 174.99	\$ 174.99	\$ 174.99	\$ 524.97	\$ 524.97	\$ 2,475.03
9206 INSURANCE	\$ 625.00					\$ -	\$ -	\$ 625.00
AUDIT	\$ 15,000.00					\$ -		
CREDIT CARD CREDIT								
BUDGET PROPOSED 2023-24	\$ 106,870.00		\$ 7,338.21	\$ 6,203.64	\$ 8,235.45	\$ 21,777.30	\$ 21,777.30	\$ 85,092.70
RESERVE FUND-ALL FUNDS	\$ 10,900.00							\$ 10,900.00
FUND 77 DISPURSMENTS	\$ 98,670.00							
DEPT. SUBTOTAL								
RAFFLE EXPENSES								\$ -
3003 HOMELESS DISASTER	\$ 1,947.00							\$ 1,947.00
3004 UNDESIGNATED GIFTS	\$ 587.55		\$ 100.00					\$ 687.55
UNDESIGNATED RAFFLE								
3005 DESIGNATED GIFTS				\$ 50.00		\$ 50.00		\$ -
3007 DENTAL GRANT EXPENSE	\$ 31,306.00		\$ 1,268.00			\$ 1,268.00	\$ 1,268.00	\$ 2,567.47
COUNTY TAX DEPOSIT 2024 TAXES								
BALANCE February 28 2025	\$ 38,162.85	\$ 687.55 unassigned	\$1,947.00 designated	\$ 619.73 donation		\$ 4,351.47 grant	\$ 87,243.37	\$ 30,557.10
BANK DEPOSITS			\$ 142.00	\$ 50.00				



Carroll County Veterans Assistance Commission

Quarterly Administrative Report:

Budget Year December 2024 - November 2025

1st Qua 2025

Category	Office Visit	Phone Fax Email Input	Claims Filed	Category	Office Visit	Phone Fax Email Input	Claims Filed
Office Operations				Veterans Affairs Benefits (Federal & State)			
Misc.	10	22	3	Healthcare	5	21	3
VAC Business	1	45		VA Billing			
Superintendent's Phone Log				Debt Management			
Agenda / Minutes / Reports		2		Compensation	34	111	15
Monthly Stats Reporting		2		Pension			
Dental Program		2		NOD/Appeals	1	2	1
Meetings /Training				Burial Benefits	3	1	
Off-Site Visits				Survivor Benefits (DIC, Death Pension)	2	10	2
Military Records, Local, and other Benefits				Home Loan		1	
Military Records and Awards Request	4			Education			
Financial Assistance		1		Employment Services			
Property Tax Exemption	7	14		Ebenefits / VA.gov Setup			
General Benefits Information		4		VA Benefits (Other)	1	9	
Honor Flight	1	1		IDVA (State Benefits)		4	
				Referrals			
Total Office Visits:	67				Tot. Claims Filed		21

Carroll Count Transit Madison VA Van			
Trip Date	Caregiver Yes / No	Service Animal Yes / NO	Trip Hours/Cost @ \$22.00
Iowa City VA Transit Total	No	No	130 hrs/\$3498.77
Madison VA Transit Total	No	No	105.25 hrs/\$2913.79
Other Service Area	No	No	costs vary /\$2251.76
Total Transit Costs for Quarter			235.25 hrs/\$8358.56



Agreement For	Agreement Type
Using Federal Funds? ☒ Yes ☐ No	Federal CE
	Original

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Carroll County Highway Department	Carroll	19-06126-00-BR	C-92-056-22
Project Number	Contact Name	Phone Number	Email
	Sara Renkes	(815) 590-2999	coengr@carrollcountyil.gov

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Big Cut Road	TR 50	813 feet 0.	008-3636
Location Termini			Add Location
Station 9+62 to Station 17+75 – Spot improvement.			Remove Location

Project Description

The project includes the replacement of a timber/steel truss bridge with a new, single-span, prestressed concrete I beam bridge. This project will also include MSE walls at the bridge abutments and approximately 815 feet of roadway approaches on Big Cut Road.

Engineering Funding	☒ Federal	☐ MFT/TBP	☐ State	☐ Other	
Anticipated Construction Funding	☒ Federal	☐ MFT/TBP	☐ State	☐ Other	

AGREEMENT FOR

☐ Phase I - Preliminary Engineering ☐ Phase II - Design Engineering ☒ Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Willett, Hofmann & Associates	Geoffrey Smith	(815) 284-3381	gsmith@willetthofmann.com
Address	City	State	Zip Code
809 East 2nd Street	Dixon	IL	61021

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge Contractor	A full time LPA employee authorized to administer inherently governmental PROJECT activities Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514)
- ☒ EXHIBIT E: MTS Proposal
- ☐ _____
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Construction Engineering Contracts:
 - (a) The ENGINEER shall be prequalified with the STATE in Construction Inspection. All employees of the ENGINEER serving as the onsite resident construction supervisor or providing construction inspection shall have a valid Documentation of Contract Quantities certification.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials. "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:

- (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- (b) Final Payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by LPA and DEPARTMENT, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Lump Sum

(Maximum Fee \$40,000) (For federal funds the lump sum shall be developed using Cost Plus Fixed Fee Formula.)

☐ Specific Rate

☒ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT, the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

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

- (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
 - (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
 - (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
 - (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
12. For Construction Engineering Contracts:
 - (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
 - (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
 - (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
 - (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
 - (e) Inspection of all materials when inspection is not provided by the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Willett, Hofmann & Associates	36-2600957	\$136,049.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Midwest Testing Services	36-2663562	\$38,800.00
Subconsultant Total		\$38,800.00
Prime Consultant Total		\$136,049.00
Total for all work		\$174,849.00

AGREEMENT SIGNATURES

Attest: The

Local Public Agency Type
County

 of

Local Public Agency
Carroll County Highway Department

By (Signature & Date)

--

By (Signature & Date)

--

Local Public Agency

Carroll County Highway De

 Local Public Agency Type

County

 Clerk

Title

--

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name
Willett, Hofmann & Associates

By (Signature & Date)

--

Title

Secretary

By (Signature & Date)

--

Title

President and General Manager

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Department	Willett, Hofmann & Associates	Carroll	19-06126-00-BR

EXHIBIT A
SCOPE OF SERVICES

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

Project Management & Administr.
Phase III Engineering
Railroad Safety Training

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Department	Willett, Hofmann & Associates	Carroll	19-06126-00-BR

**EXHIBIT B
PROJECT SCHEDULE**

Construction Start Date Est. 5/1/2025
Completion Date Est. 12/31/2025
80 Working Days

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Department	Willett, Hofmann & Associates	Carroll	19-06126-00-BR

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☐
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☒
3	Was the scope of services for this project clearly defined?	☐	☒
4	Was public notice given for this project?	☐	☐

If yes Due date of submittal

Method(s) used for advertisement and dates of advertisement

5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☐
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☐
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☐

Project Criteria	Weighting
Experience	30%
Qualifications or Personnel	30%
Project Understanding and Approach	20%
References	10%
Compliance with Requirements	10%

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☐
---	---	--------------------------	--------------------------

Selection committee (titles) for this project

Top three consultants ranked for this project in order

1	
2	
3	

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☒	☐
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☐
11	Were acceptable costs for this project verified?	☐	☐
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	☐	☐
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	☐	☐
14	QBS according to State requirements used?	☐	☐
15	Existing relationship used in lieu of QBS process?	☐	☐

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Departme	Willett, Hofmann & Associates	Carroll	19-06126-00-BR
16	LPA is a home rule community (Exempt from QBS).		☒ ☐



Local Public Agency	County	Section Number
Carroll County	Carroll	19-06126-00-BR
Prime Consultant (Firm) Name	Prepared By	Date
Willett, Hoffmann & Associates, Inc.	Geoffrey Smith	3/26/2025
Consultant / Subconsultant Name	Job Number	
Midwest Testing	C-92-056-22	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Phase III Engineering for the replacment of the structrue on Big Cut Road in Carroll County over the B.N.S.F. Railroad.

PAYROLL ESCALATION TABLE

CONTRACT TERM	8	MONTHS	OVERHEAD RATE	153.91%
START DATE	4/20/2025		COMPLEXITY FACTOR	0
RAISE DATE	4/1/2026		% OF RAISE	3.00%
END DATE	12/19/2025			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	4/20/2025	12/19/2025	8	100.00%

EXHIBIT D

Local Public Agency	County	Section Number
Carroll County	Carroll	19-06126-00-BR
Consultant / Subconsultant Name	Job Number	
Midwest Testing	C-92-056-22	

PAYROLL RATES**EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE**

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	0.00%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
President & General Manager	\$90.00	\$90.00
Principal Engineering Manager	\$70.30	\$70.30
Engineering Manager	\$67.68	\$67.68
Civil Engineer IV	\$50.93	\$50.93
Civil Engineer III	\$45.38	\$45.38
Civil Engineering Intern II	\$39.70	\$39.70
Civil Engineering Intern I	\$36.90	\$36.90
Engineering Intern	\$24.92	\$24.92
SPP Engineering Intern	\$25.00	\$25.00
Principal Architectural Manager	\$63.18	\$63.18
Architect Manager	\$61.27	\$61.27
Architect IV	\$57.41	\$57.41
Architectural Intern I	\$31.00	\$31.00
Principal Professional Land Surveyor Manager	\$61.99	\$61.99
Professional Land Surveyor Manager	\$53.12	\$53.12
Professional Land Surveyor III	\$38.81	\$38.81
SPP Professional Land Surveyor IV	\$56.18	\$56.18
Survey Technician II	\$27.40	\$27.40
Survey Worker	\$25.00	\$25.00
Survey Worker Foreman	\$32.82	\$32.82
Technician IV	\$38.79	\$38.79
Technician III	\$34.47	\$34.47
Technician II	\$27.64	\$27.64
Technician I	\$25.09	\$25.09
Administrative Assistant	\$22.94	\$22.94
SPP Administrative Assistant	\$18.00	\$18.00

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency

Carroll County

County

Carroll

Section Number

19-06126-00-BR

Consultant / Subconsultant Name

Midwest Testing

Job Number

C-92-056-22

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$0.00

Local Public Agency

County

Section Number

Carroll County

Carroll

19-06126-00-BR

Consultant / Subconsultant Name**Job Number**

Midwest Testing

C-92-056-22

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE	153.91%
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COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Project Management & Administr.		40	2,812	4,328	928		8,068	5.93%
Phase III Engineering		900	42,177	64,914	13,918		121,009	88.95%
Railroad Safety Training		40	1,604	2,469	529		4,602	3.38%
		-	-	-	-		-	
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		-	-	-	-		-	
		-	-	-	-		-	
Subconsultant DL							\$2,369.94	1.74%
Direct Costs Total ==>	\$0.00						\$0.00	
TOTALS		980	46,593	71,711	15,375	-	136,049	100.00%

EXHIBIT D

Local Public Agency

Carroll County

County

Carroll

Section Number

19-06126-00-BR

Consultant / Subconsultant Name

Midwest Testing

Job Number

C-92-056-22

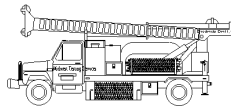
AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Project Management & Administr.			Phase III Engineering			Railroad Safety Training								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
President & General Manager	90.00	0.0																	
Principal Engineering Manager	70.30	120.0	12.24%	8.61	40	100.00%	70.30	80	8.89%	6.25									
Engineering Manager	67.68	0.0																	
Civil Engineer IV	50.93	0.0																	
Civil Engineer III	45.38	728.0	74.29%	33.71				720	80.00%	36.30	8	20.00%	9.08						
Civil Engineering Intern II	39.70	0.0																	
Civil Engineering Intern I	36.90	0.0																	
Engineering Intern	24.92	0.0																	
SPP Engineering Intern	25.00	0.0																	
Principal Architectural Manager	63.18	0.0																	
Architect Manager	61.27	0.0																	
Architect IV	57.41	0.0																	
Architectural Intern I	31.00	0.0																	
Principal Professional Land Surveyor	61.99	0.0																	
Professional Land Surveyor	53.12	0.0																	
Professional Land Surveyor	38.81	0.0																	
SPP Professional Land Surveyor	56.18	0.0																	
Survey Technician II	27.40	0.0																	
Survey Worker	25.00	0.0																	
Survey Worker Foreman	32.82	0.0																	
Technician IV	38.79	132.0	13.47%	5.22				100	11.11%	4.31	32	80.00%	31.03						
Technician III	34.47	0.0																	
Technician II	27.64	0.0																	
Technician I	25.09	0.0																	
Administrative Assistant	22.94	0.0																	
SPP Administrative Assistant	18.00	0.0																	
		0.0																	
TOTALS		980.0	100%	\$47.54	40.0	100.00%	\$70.30	900.0	100%	\$46.86	40.0	100%	\$40.11	0.0	0%	\$0.00	0.0	0%	\$0.00

J. E. Safranski, P.E.



Business Phone: 815-223-6696

Fax Phone: 815-223-6659

E-Mail: mts37@comcast.net

Midwest Testing Services, Inc.

3705 Progress Boulevard

Peru, Illinois 61354

Proposal

March 26, 2025

Willett, Hofmann & Assoc., Inc.
809 E. 2nd Street
Dixon, IL 61021-0367

Attn: Scott Brown P.E., S.E.
815-973-1444 c
sbrown@willetthofmann.com

RE: Material Testing and Inspection
Big Cut Road Bridge
Section # 19-06126-00-BR
Job # C-92-056-22
Rt TR 50
PPS # 2-10551-0000
Carroll County, Illinois

DESCRIPTION	NO. OF UNITS	UNIT COST	TOTAL COST
<u>Construction Inspection</u>			
\$150.00/hr. portal to portal with time and a half for all time after 8 hours, or before 7:00am and after 3:30pm, and Saturdays. Double time for Sundays and Holidays.			
\$600.00 Daily Minimum.			
Concrete Inspection	12 days -8hrs	\$1,200.00	\$14,400.00
	4 days -8hrs	\$1,200.00	\$4,800.00
	4 hrs.-O.T.	\$225.00	\$900.00
Cylinder Pick-Ups	16 each	\$300.00	\$4,800.00
Concrete Compression Cylinder's	96 cylinder's	\$25.00	\$2,400.00
Nuclear Density Testing	4 days -6hrs	\$900.00	\$3,600.00
Asphalt Nuclear Density Testing	3 days -6hrs	\$900.00	\$2,700.00
Nuclear Density Gauge Charge	7 days	\$100.00	\$700.00
Standard Proctors	2 each	\$300.00	\$600.00
Asphalt Core Densities	6 each	\$100.00	\$600.00
QA Manager Fees	22 hrs	\$150.00	<u>\$3,300.00</u>
		Total Estimate	\$38,800.00

Accepted by:

Title:

Company:

Date:

Geotechnical and Environmental Consulting



Illinois Department of Transportation

Office of Highways Project Implementation / Region 2 / District 2
819 Depot Avenue / Dixon, Illinois 61021-3500

ISBP
Carroll County
Section 19-06126-00-BR
State Job No. C-92-033-20
Big Cut Rd Bridge over BNSF
QBS Approval to Negotiate

RECEIVED

FEB 10 2025

CARROLL CO. HIGHWAY DEPT.
MT. CARROLL, IL

February 6, 2025

Ms. Sara Renkes, P.E.
Carroll County Engineer
10735 Mill Rd.
Mt. Carroll, Illinois 61053

Dear Ms. Renkes:

The attached letter along with various documentation was received in our D2 Bureau of Local Roads offices requesting approval to move forward with contract negotiations for engineering services on the subject project.

The submittal shows that the required procedures for Qualifications Based Selection (QBS) for Engineering and Professional Services were followed. The project was advertised on Carroll County's website, and only one qualified firm submitted a response. Based on this information, approval is given for Carroll County to negotiate with Willett, Hofmann & Associates, Inc., the sole qualified respondent for Construction Engineering Services on this project.

If you have questions or need any additional information regarding the above, please contact Shawn Orgtjesen, P.E., at (815) 284-5381.

Sincerely,

Trisha Thompson, P.E.
Region Two Engineer

A handwritten signature in blue ink, appearing to read 'Shawn Orgtjesen', written over a horizontal line.

By: Shawn Orgtjesen, P.E.
District Local Roads Engineer

S002-05-25-1
Enclosure

Office of
CARROLL COUNTY ENGINEER

Sara Renkes, P.E.
10735 Mill Road, Mt. Carroll, IL. 61053
Tel: 815/244-3195, Fax: 815/244-3197
E-mail: coengr@carrollcountyil.gov

February 3, 2025

Big Cut Bridge Replacement Phase 3
Section 19-06126-00-BR

Dear Tyler Gould:

The County of Carroll, through the County's approved Qualifications Based Selection process, has advertised for and received a single Statement of Qualifications for our project. Because we have received fewer than three responses from interested firms, we are requesting IDOT approval to enter into contract negotiations with Willet Hoffman and Associates. Our request is based on the following:

- The County properly advertised for interested firms, on the County's website.
- Our QBS selection committee has reviewed Willet Hoffman's submission.
- Our QBS selection committee consists of County Engineer Sara Renkes, Office Manager Sirena Brinkmeier, and Mt. Carroll Township Road Commissioner John Neuschwanger.
- Willet Hoffman's SOQ meets the specific requirements of our QBS process.
- Willet Hoffman acted as the design engineer for this project and has a deep understanding of the scope, funding, and timelines.
- The Willet Hoffman staff possesses the necessary skills, qualifications, and available time to meet the construction engineering demands of our project.

Accompanying this request, you will find our Request for Qualifications, Public Notice correspondence, and Willet Hoffman's submittal. If you have any questions, please let me know.

Sincerely,



Sara Renkes, P.E.

Cc: file

Computer Dynamics of NW ILL. L.L.C.

451 West South St.
Freeport, IL 61032
USA

INVOICE

Invoice Number: 130852
Invoice Date: Mar 31, 2025
Page: 1

Voice: 815 233-2641
Fax: 815 233-6225

Bill To:

CARROLL CO COURTHOUSE
301 N MAIN
MT CARROLL, IL 61053

Ship to:

CARROLL CO COURTHOUSE
301 N MAIN
MT CARROLL, IL 61053

Customer ID	Customer PO	Payment Terms	
2440255		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
ZEMKE	Cust. Pickup		4/30/25

Quantity	Item	Description	Unit Price	Amount
1.00	XGS2100 XSTREAM PRO	XGS2100 XSTREAM PROTECT REN	5,039.00	5,039.00
1.00		RENEW CYBER PROTECTION		
		SOFTWARE FOR XGS2100 FIREWALL		
5.00	HM4632	SOPHOS INT X ADV SRV 36M REN	364.00	1,820.00
1.00		RENEW CYBER PROTECTION FOR 5		
		SERVERS.		
6029.82				11-30-5253
829.18				11 07 5323
AB				will be reimb.
				thru grant

4/10/25

Subtotal	6,859.00
Sales Tax	
Total Invoice Amount	6,859.00
Payment/Credit Applied	
TOTAL	6,859.00

Check/Credit Memo No:

Overdue invoices are subject to 18% finance charges.

Comptroller
-829.18
6,029.82